

# **Teaching and Examination Regulation**

**2018 - 2019**

**Master**

**Social and Cultural Anthropology**

**Faculty of Social Sciences**

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## Section A: Faculty section

### 1. General provisions

#### Article 1.1 Applicability of the Regulations

1. These Regulations apply to anyone enrolled in the programme, irrespective of the academic year in which the student was first enrolled in the programme.
2. These Regulations enter into force with effect from 1 September 2018
3. An amendment to the Teaching and Examination Regulations is only permitted to concern an academic year already in progress if this does not demonstrably damage the interests of students.

#### Article 1.2 Definitions

The following definitions are used in these Regulations:

- |                           |  |
|---------------------------|--|
| a. EC (European Credit)   | an EC credit with a workload of 28 hours of study;   |
| b. examination:           | the final examination of the Bachelor's programme;   |
| c. semester:              | the first (September - January) or second half (February - August) of an academic year;  |
| e. educational component: | a unit of study of the programme within the meaning of the WHW;  |
| f. period:                | a part of a semester;  |
| g. practical exercise:    | the participation in a practical training or other educational learning activity, aimed at acquiring certain (academic) skills. Examples of practical exercises are: <ul style="list-style-type: none"> <li>• researching and writing a thesis or dissertation</li> <li>• carrying out a research assignment</li> <li>• taking part in fieldwork or an excursion</li> <li>• participating in and completing a work placement;</li> </ul> |
| h. programme:             | the totality and cohesion of the course components, teaching activities/methods, contact hours, testing and examination methods and recommended literature;  |
| i. thesis:                | a component comprising research into the literature and/or contributing to scientific research, always resulting in a written report;  |
| j. SAP/SLcMVU:            | the Student Information System;  |
| k. study guide:           | the guide for the study programme that provides further details of the provisions and other information specific to that programme. The course catalogue (or Study Guide) is available electronically at: <a href="https://www.vu.nl/en/study-guide/">https://www.vu.nl/en/study-guide/</a> ;  |
| l. workload:              | the workload of the unit of study to which an interim examination applies, expressed in terms of credits = EC credits (ECTS = European Credit and Transfer Accumulation System). The workload for 1 year (1,680 hours) is 60 EC credits;   |
| m. academic year:         | the period beginning on 1 September and ending on 31 August of the following calendar year;  |
| n. interim examination:   | an assessment of the student's knowledge, understanding and skills relating to a course component. The assessment is expressed in terms of a final mark. An interim examination may consist of one or more partial examinations. A resit always covers the same material as the original interim examination;  |
| o. University:            | Vrije Universiteit Amsterdam;  |
| p. subject                | see 'educational component'  |
| q. WHW:                   | the Dutch Higher Education and Research Act (Wet op het Hoger Onderwijs en Wetenschappelijk Onderzoek);  |

r. OLC	Programme committee (PC);
s. FGV	Faculty joint assembly – assembly of the faculty student council and faculty staff council;
t. FSC	Faculty student council
u. CvB	the Executive Board of Vrije Universiteit Amsterdam.

The other terms have the meanings ascribed to them by the WHW.

## 2. Study programme structure

### Article 2.1 Structure of academic year and educational components

1. The study programme will be offered in a year divided into two semesters.
2. Every semester consists of three consecutive periods of eight, eight and four weeks
3. An educational component comprises 6 EC or a multiple thereof.
4. By way of exception to paragraph 3, Section B2 may stipulate that a unit of study comprises 3 EC or a multiple thereof. The Executive Board has to give permission for this.

## 3. Assessment and Examination

### Article 3.1 Signing up for education and interim examinations

1. Every student must sign up to participate in the educational components of the programme, the examinations and resits. The procedure for signing up is described in an annex to the Student Charter.
2. Signing up may only take place in the designated periods.

### Article 3.2 Type of examination

1. At the student's request, the Examinations Board may permit under special circumstances a different form of interim examination than that stipulated in the course catalogue.
2. If an educational component is no longer offered in the academic year following its termination, at least one opportunity will be provided to resit the interim examination(s) or parts thereof and a transitional arrangement will be included in section B2 for the subsequent period.

### Article 3.3 Oral interim examinations

1. An oral assessment is public unless the Examinations Board or examiner determines otherwise in an exceptional case.

### Article 3.4 Determining and announcing results

1. The examiner determines the result of a written interim examination as soon as possible, but at the latest within ten working days. The marking deadline for the first submission opportunity for the theses is also ten working days. The marking deadline for the second submission opportunity for theses is no longer than twenty working days. The examiner will then immediately ensure that the marks are registered and also ensures that the student is immediately notified of the mark, taking due account of the applicable confidentiality standards.
2. The examiner determines the result (i.e. mark) of an oral examination as soon as the examination has finished and informs the student accordingly. The fourth clause of the first paragraph applies.
3. In the case of alternative forms of oral or written examinations, the Examinations Board determines in advance how and by what deadline the student will be informed of the results.
4. A student may also submit a motivated request for reassessment to the examiner. A request for reassessment does not affect the time period for lodging an appeal.

### Article 3.5 Examination opportunities

1. a. Per academic year, two opportunities to take examinations per educational component will be offered.  
b. The options for retaking practical components, work placements, bachelorprojects and theses are detailed in the relevant work placement manual, teaching regulations or graduation regulations.
2. The most recent mark will apply in the event of a resit. A retake is allowed for both passed and failed units of study.
3. The resit for an interim examination must not take place within ten working days of the announcement of the result of the examination being resat.
4. The student who has passed all but one of the examinations necessary to meet the degree requirements and who is unable to sit that examination in the next semester, may submit a reasoned request to the Examination Board asking for the opportunity to take this examination at an earlier date; the examiner can decide that this extra examination is a different assessment type than the regular examination opportunity.

### Article 3.6 Marks

1. Marks are given on a scale from 1 to 10 with no more than one decimal point.
2. The final marks are given in whole or half points.
3. Final marks between 5 and 6 will be rounded off to whole marks: between 0.1 - 0.4 rounded down; between 0.5 - 0.9 rounded up. To pass a course, a 6 or higher is required.
4. The Examination Board can allow to use symbols rather than numbers, for example; v(oldaan), g(oed), n(iet)v(ol)d(aan), etc.)

### Article 3.7 Exemption

1. At the written request of the student, the Examination Board may exempt the student from taking one or more examination components, if the student:
  - a. has passed a course component of a university or higher professional education programme that is equivalent in terms of content and level;
  - b. has demonstrated through his/her work and/or professional experience that he/she has sufficient knowledge and skills with regard to the relevant course component.

### Article 3.8 Validity period for results

1. The validity period of interim examinations passed and exemption from interim examinations is unlimited, unless otherwise specified in Section B1.
2. The validity period of a partial examination is limited to the academic year in which it was sat or until the end of the unit of study concerned, as stipulated for the relevant unit of study in Section B1.

### Article 3.9 Right of inspection and post-examination discussion

1. For at least ten working days after the announcement of the results of a written interim examination, the student can inspect his/her assessed work, the questions and assignments set in it, as well as the standards applied for marking. The place and time referred to in the previous clause will be announced at the time of the interim examination.
2. If a collective post-examination discussion has been organized, individual post-examination discussions will be held only if the student has attended the collective discussion or if he/she was unable to attend the collective discussion through no fault of his/her own.
3. Students who meet the requirements stipulated in paragraph 2 can submit a request for an individual post-examination discussion to the relevant examiner. The discussion shall take place at a time and location to be determined by the examiner.

## 4. Academic student counselling and study progress

### Article 4.1 Administration of study progress and academic student counselling

1. The faculty board is responsible for the correct registration of the students' study results. After the assessment of an educational component has been registered, every student has the right to inspect the result for that component and also has a list of the results achieved at his/her disposal in VUnet.
2. Enrolled students are eligible for academic student counselling. Academic student counselling is provided by
  - a. the Student General Counselling Service;
  - b. student psychologists;
  - c. faculty academic advisors.

### Article 4.2 Adaptions for students with a disability

1. A student with a disability can, at the moment of submission to VUnet, or at a later instance, submit a request to qualify for special adaptations with regard to teaching, practical training and interim examinations. These adaptations will accommodate the student's individual disability as much as possible, but may not alter the quality or degree of difficulty of a unit of study or an examination. In all cases, the student must fulfil the exit qualifications for the study programme.
2. The request referred to in the first paragraph must be accompanied by a statement from a doctor or psychologist. If possible, an estimate should be given of the potential impact on the student's study progress. In case of a chronic disability a single (one time) request suffices.
3. Students who have been diagnosed with dyslexia must provide a statement from a BIG, NIP or NVO registered professional who is qualified to conduct psychological evaluation.
4. The faculty board, or the responsible person on behalf of the faculty board, decides on the adaptations concerning the teaching facilities and logistics. The Examinations Board will rule on requests for adaptations with regard to examinations.
5. In the event of a positive decision in response to a request as referred to in paragraph 1, the student will make an appointment with the study adviser to discuss the details of the provisions. For the provision of additional examination time, it is not necessary to make an appointment with the study adviser.
6. A request for adaptations will be refused if it would place a disproportionate burden on the organization or the resources of the faculty or university were it upheld.
7. If the disability justifies an extension of the interim examination time, the Examinations Board will issue a statement testifying to this entitlement to an extension. If a disability justifies other measures to be taken, the academic adviser can take the necessary measures.
8. The decision as referred to in paragraph 5 may specify a limited validity of the special adaptations.

## 5. Hardship clause

### Article 5.1 Hardship clause

In instances not regulated by the Teaching and Examination Regulations or in the event of demonstrable extreme unreasonableness and unfairness, the faculty board responsible for the study programme will decide, unless the matter concerned is the responsibility of the Examinations Board.

## Section B1: Programme specific – general provisions

### 6. General programme information and characteristics

#### Article 6.1 Study programme information

The programme Social and Cultural Anthropology CROHO number 60049 is available on a full-time basis.

#### Article 6.2 Teaching formats used and modes of assessment

1. The degree programme uses in particular the following teaching formats:
  - lectures;
  - tutorials;
  - working groups;
  - practical exercise;
  - formative online assessments.
2. The degree programme uses in particular the following modes of assessment:
  - assignments;
  - presentations;
  - thesis.

### 7. Further admission requirements

#### Article 7.1 Intake date(s)

The programme starts on September 1.

#### Article 7.2 Admission requirements

1. Admission to the Master's programme is possible for an applicant who has obtained a Bachelor's degree at an institution of academic higher education, which demonstrates the following knowledge, understanding and skills:
  - a. knowledge of and skills in the field of qualitative research methods;
  - b. knowledge of and insight into the theory of cultural anthropology.
2. The Admissions Board will investigate whether the applicant meets the admission requirements.
3. In addition to the requirements referred to in the first paragraph, the Admissions Board can also assess requests for admission in terms of (at least two of) the following criteria:
  - a. talent and motivation;
  - b. level of relevant knowledge and understanding;
  - c. proficiency in methods and techniques;
  - d. academic attitude and critical thinking;
  - e. proficiency in the language(s) of instruction.
4. Applicants with a HBO Bachelor's degree including the minor 'Sociaalwetenschappelijk Onderzoek' of Hogeschool van Amsterdam can be admitted with a few additional conditions, to be judged by the Admission Board.

### **Article 7.3 English language requirements for English-language Master's programmes**

1. The proficiency requirement in English as the language of instruction can be met if no longer than two years before the start of the programme, the applicant has successfully completed one of the following examinations with at least the scores indicated:
  - IELTS score with a minimum of 6.5
  - TOEFL paper based test: 580
  - TOEFL computer based test: 237
  - TOEFL internet based test: 92
  - Cambridge Certificate in Advanced English (CAE): A or B
  - Cambridge Certificate of Proficiency in English (CPE): A, B or C
  - VU TOEFL-ITP: 580 (only valid at the VU)

### **Article 7.4 Pre-Master's programme**

1. Students with a Bachelor's degree in a field that corresponds to a sufficient extent with the subject area humanities, social sciences or a kindred subject can request admission to the pre-Master's programme.
2. The pre-Master's programme comprises 30 EC and is made up of the following units of study:
  - a. PM Core Themes in Anthropology
  - b. PM Methodology of Social Sciences Research
  - c. PM Tutorial Academic Writing SCA
  - d. PM Challenges of the 21st Century
  - e. PM Ethnographic Research Methods
3. A successfully completed pre-Master's programme serves as proof of admission to the specified Master's programme in the subsequent academic year.

## **8. Interim examinations and results**

### **Article 8.1 Sequence of interim examinations**

1. Students may participate in interim examinations [or practical exercises] of the components below only if they have passed the interim examination or examinations for the components mentioned hereinafter or participated in the examinations of these components:
  - Field Research only after passing Theoretical Orientation on Mobility part 1 and after active participation in Theoretical Orientation on Mobility part 2.
  - Field research only after passing Field Research Design.
  - Master's Thesis in Social and Cultural Anthropology only after passing the subjects of period 1 and 2, and only after passing Field Research.
  - Theoretical Orientation on Mobility part 2 only after active participation in Theoretical Orientation on Mobility part 1.

## Section B2: Programma specific – content of programme

### 9. Programme objectives, specializations and exit qualifications

#### Article 9.1 Workload

1. The programme has a workload of 60 EC.

#### Article 9.2 Programme objectives

General aim of the Master's programme in Social and Cultural Anthropology is to provide students with advanced knowledge, insight, skills and attitudes in the field of anthropology, with special knowledge of anthropological perspectives on mobility, beliefs and belonging. Graduates are trained to apply with considerable degree of self-reliance anthropological theories and concepts to concrete issues of cultural diversity, social complexity or international inequality and development. In doing so they have ample attention for the articulation of and interaction between local, national and global processes. Graduates are able to contribute to formulating policies if and when these issues are defined as societal problems, and will reflect critically on the different positions and interests of the actors involved in their contribution to the quest for possible solutions. Using a holistic point of view, graduates will relate social, economic and political aspects to cultural, religious and identity dimensions. Graduates are trained in doing anthropological field research and are aware of the place of anthropology within the social sciences and on social research methods.

The programme in Social and Cultural Anthropology prepares students for a start of a career in an academic profession, including policy making in institutions of the multicultural society, international development cooperation, consultancy on cultural diversity in organizations, museum work, journalism, or in the academic world.

#### Article 9.3 Exit qualifications

At all events, a graduate of the study programme will have:

##### 1. Knowledge and understanding

Graduates have demonstrated critical and advanced knowledge of:

- the most important theories, concepts, and current debates in anthropology, in particular in regards to debates on mobility, diversity and development, and other key themes in the program;
- the complex interconnections between local and global developments;
- key texts (articles and monographs) on the central themes of the program;
- qualitative social science methodology, in particular advanced methods of ethnographic research;
- the chances and limitations of the application of anthropological views, theories and concepts in dealing with societal or organizational problems.

##### 2. Applying knowledge and understanding

Graduates have developed the ability to:

- critically examine anthropological issues at a high level of conceptual abstraction as well as translate them into terms understandable to a wider public.
- analyse, summarise, and synthesise complex societal issues from a theoretical perspective and relate them to scientific and societal debates.
- identify and propose solutions to perceived societal problems depending on the findings of the research periode.
- formulate a scientific definition of a social problem and to make an analysis of a concrete societal issue on the basis of anthropological literature and raw empirical data collected.

- produce a thesis that is based on in-depth ethnographic research that shows intellectual rigour and proficiency within the areas of social and cultural anthropology, with a focus on the key issues in the Master's program.

### 3. Making Judgements

Graduates have developed the attitude skills to:

- critically examine societal and organizational problems at high level of conceptual abstraction with special attention for the power dynamics at play;
- reflect on the opportunities and constraints of scientific theories and research;
- critically reflect on developments and debates in science and society regarding the key-issues and central themes in the master program, on the basis of theoretical, methodological and societal considerations;
- engage critically with various scientific theories and relevant concepts, to compare them and to connect them to concrete societal issues;
- critically reflect on the professional ethics and responsibilities of anthropologists in wider academic and non-academic contexts;
- take on a critical and reflexive attitude with regards to research plans, and results.

### 4. Communication

Graduates are able to:

- communicate the research conclusions verbally and in writing to an audience of specialists and non-specialists in a clear and unambiguous manner;
- translate anthropological issues and debates at a high level of conceptual abstraction into terms understandable by a wider public;
- define and defend an argument and the applicability of it, and to report about it, both in spoken and written form according to scientific standards;
- critically engage in public debates pertaining to key themes in the master program, in particular their own field of specialization;
- make use of a variety of communication methods to share their knowledge with an academic and non-academic audience.

### 5. Learning skills

The graduate has developed the ability and skills to:

- summarize, evaluate, and synthesize research results from social and cultural anthropology and related fields and assess the wider societal implications of these results;
- learn, collaborate and communicate in an intercultural context; to be highly sensitive to cultural and other types of differences;
- assess the scientific work of peers and to provide academically sound and constructive feedback.

## 10. Curriculum structure

### Article 10.1 Composition of the programme

1. The programme comprises at least a package of compulsory components and an individual research project and Master's thesis.
2. Educational components are categorized as specialized (400), research oriented (500) and highly specialized (600) level.

### Article 10.2 Compulsory educational components

*A detailed description per educational component can be found in the Study Guide.*

<b>Educational component</b>	<b>course code</b>	<b>nr of EC</b>	<b>level</b>
Field Research Design	S_FRD	12	400
Theoretical Orientation on Mobility part 1	S_TOM1	6	400
Theoretical Orientation on Mobility part 2	S_TOM2	6	500
Field Research	S_FR	18	500
Master's Thesis in Social and Cultural Anthropology	S_MTsca	18	600

### Article 10.3 Participation in practical exercise

In the case of practical training or tutorials, the rules about obligatory attendance will be announced in the study guide for that subject on Canvas prior to the start of the teaching period for that subject.

## 11. Evaluation and transitional provisions

### Article 11.1 Evaluation of the education

1. The education provided in this programme is evaluated in accordance with the (attached) evaluation plan. The faculty evaluation plan offers the framework.

Advice and approval by the Programme Committee Social and Cultural Anthropology on 9 March 2018.

Approved by the Faculty Joint Assembly, on 8 May 2018.

Adopted by the board of the Faculty of Social Sciences on 22 May 2018.