

## COURSE AND EXAMINATION REGULATIONS

Valid from 1 September 2022

Bachelor's programmes Political Science

These Course and Examination Regulations (henceforth OER) have been drawn up in accordance with the Higher Education and Research Act [*Wet op het hoger onderwijs en wetenschappelijk onderzoek*; WHW] (henceforth the Act) and the following Leiden University regulations:

- the Regulation on the Binding Study Advice
- the Leiden Register of Study Programmes Framework Document
- the Academic Calendar
- the Regulations for Student Registration, Tuition Fees and Examination Fees

Pursuant to Article 7.14 of the Act, the Faculty Board regularly evaluates the OER and considers, for the purpose of monitoring and – if necessary - adjusting the study load, how much time it takes students to comply. In accordance with Article 9.18 of the Act, the Programme Committee is assigned the task of annually assessing the implementation of the OER.

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## Chapter 1      **General provisions**

### Article 1.1      **Scope of the regulations**

These regulations apply to the teaching and examinations of the Bachelor's programme(s) Political Science, henceforth referred to as the programme.

The programme is instituted in the Faculty of Social and Behavioural Sciences of Leiden University, henceforth referred to as the Faculty, and is taught in Leiden and/or The Hague by the Institute of Political Science.

### Article 1.2      **Definitions**

In these regulations the following definitions apply:

- |    |                                    |  |
|----|------------------------------------|--|
| a. | Board of Examiners                 | The Board of Examiners for the programme, established and appointed by the Faculty Board in accordance with Article 7.12a of the Act   |
| b. | Component                          | One of the courses or practical assignments of the programme, as referred to in Article 7.3 of the Act. The study load of each component is expressed in whole credits. Each component is concluded with an examination.   |
| c. | Credit                             | The unit in EC that expresses the study load of a component as referred to in the Act. According to the ECTS, one credit equals 28 hours of study.   |
| d. | EC(TS)                             | European Credit (Transfer System)  |
| e. | Education Administration Office    | The office in the faculty where students can go for information and to register for courses (education information centre, service desk, Student Service Centre;   |
| f. | Prospectus                         | The digital prospectus containing specific and binding information about the programme: <a href="http://studiegids.universiteitleiden.nl/">http://studiegids.universiteitleiden.nl/</a> . The Prospectus constitutes an integral part of these regulations and is included as an appendix. |
| g. | Degree classification              | Further degree classification by the Board of Examiners  |
| h. | Digital teaching environment       | A digital environment, such as Brightspace, in which students can work together, communicate and learn   |
| i. | Enrolment protocol                 | The digital enrolment protocol containing specific and binding information concerning enrolment in components, examinations, and final examinations. The enrolment protocol constitutes an integral part of these regulations and is included as an appendix.                              |
| j. | Examination<br>( <i>tentamen</i> ) | An inspection of the knowledge, understanding and skills of the student with respect to a particular component, and an assessment thereof (in accordance with Article 7.10 of the Act). The assessment   |

can take place in written form, orally as well as digitally, or a combination of these methods. An examination may consist of several constituent examinations. Credits are only awarded for examinations passed. The inspection is conducted according to the method determined by the Board of the Examiners to assure the quality of examinations and final examinations.

- k. Examiner  
The person appointed by the Board of Examiners to conduct examinations, in accordance with Article 7.12c of the Act
- l. Final examination  
(*examen*)  
The examinations associated with the components belonging to the programme or the propaedeutic phase of the programme, including an investigation to be carried out by the Board of Examiners itself, as referred to in Article 7.10 (2) of the Act
- m. First/second examiner  
The first or second examiner to read and assess the thesis/final paper/final report/final programme assignment. The first examiner is also the supervisor.
- n. Language of instruction  
The language of a programme, in which lectures and tutorials are given and examinations and final examinations are held
- o. Leiden Register of Study Programmes  
Register of the programmes offered by Leiden University, maintained under the supervision of the Executive Board, as referred to in Article 7 of the Management and Administration Regulations
- p. Level  
The level of a component according to the abstract structure as defined in the Leiden Register of Study Programmes Framework Document.<sup>1</sup>
- q. Nominal duration of study  
The study load in years of study as established in the Central Register of Higher Education Programmes
- r. Portfolio  
A monitoring and assessment file with which students (1) demonstrate that they have achieved a sufficient level of academic education to be awarded the degree, (2) record their personal process of academic learning during the programme, and (3) receive appropriate supervision and study advice
- s. Practical assignment  
A practical assignment that contributes to an examination or final examination, as referred to in Article 7.13 (2) (d), of the Act, and takes one of the following forms:
- writing a thesis/final paper/final report/final programme assignment,
  - writing a paper or creating an artistic work,
  - carrying out a research assignment,
  - participating in fieldwork or an excursion,
  - completing an internship, or
  - participating in another educational activity aimed at acquiring particular skills

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<sup>1</sup>[Leiden Register of Study Programmes](#)

- t. Pre-University College      A teaching programme offered by Leiden University to selected pupils in the fifth and sixth grades of secondary (pre-university) education (VWO)
- u. Programme      The programme to which the OER relates: a coherent set of components, aimed at achieving clearly defined objectives relating to the knowledge, understanding and skills that a graduate of the programme is expected to have acquired. Each programme is concluded with a final examination.
- v. Propaedeuse      The first year of the programme and the part of the programme defined in Article 7.8 of the Act. This phase is concluded with an examination unless the Faculty determines otherwise in these regulations.
- w. Student      A person enrolled at Leiden University in order to follow the courses, and/or sit the examinations and final examinations of the programme
- x. The Act      The Higher Education and Research Act [*Wet op het hoger onderwijs en wetenschappelijk onderzoek*, WHW]
- y. Working day      Monday to Friday, excluding public holidays and the compulsory closure days specified by the Executive Board

All other terms have the meaning ascribed to them by the Act.

### Article 1.3      **Codes of conduct**

1.3.1      The Leiden University Code of Conduct on Standards of Behaviour between Lecturers and Students is applicable.<sup>2</sup> The aim of this code is to create a framework for a good, safe and stimulating work and study environment within Leiden University, in which teachers and students respect each other and in which mutual acceptance and trust are important values.

1.3.2.      The Code of Conduct on Digital Teaching applies<sup>3</sup>; this provides guidelines for teaching and learning in digital environments, remote environments or any form of teaching that is primarily dependent on IT Services.

1.3.3      The Leiden University Regulations on ICT and Internet Use are also applicable.<sup>4</sup> These regulations define what is considered appropriate use of ICT and internet and how usage checks will be made. They also explain which conduct is not tolerated and the consequences that apply.

## **Chapter 2      Description of the Programme**

### Article 2.1      **Objectives of the programme**

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<sup>2</sup>[Leiden University Code of Conduct on Standards of Behaviour between Lecturers and Students](#)

<sup>3</sup>[Code of Conduct on Remote Teaching](#)

<sup>4</sup>[Leiden University Regulations on ICT and Internet Use](#)

The programme has the following objectives:

- to provide students with knowledge, understanding and skills in the field of Political Science;
- to provide students with academic training;
- to prepare students for a further academic career;
- to prepare students for a career outside academia

#### Article 2.2      **Specialisations**

The programme Political Science has the following specialisations:

- Politicologie
- Internationale Politiek (IP)
- International Relations and Organisations (IRO)
- Internationale Betrekkingen en Organisaties (IBO) (this specialisation has not been offered since 01/09/2018. Appendix 4d offers further information.)

#### Article 2.3      **Learning outcomes**

Graduates of the programme have attained the following learning outcomes, listed according to the Dublin descriptors:

##### a. Knowledge and understanding

The student possesses demonstrable knowledge and understanding of the discipline of Political Science at a level that builds on the foundation of pre-university education (VWO), and has been supported in this by advanced textbooks and an introduction to original research and the frontiers of the discipline, concerning in particular:

1. The key concepts and concept structures in the study of political phenomena such as politics, the state, political systems, democracy, power, influence, policy, political culture, political behaviour, international regimes, international organisations, political conflict and conflict resolution;
2. Theories, models and approaches in the analysis of political phenomena at national and international levels;
3. Methodology and techniques of political science research, computer programmes for statistical analysis and ethical aspects of scholarship.

With regard to the object of study, the programme covers the following fields (material learning outcomes):

- a. The institutions and workings of political systems in a comparative perspective;
  - b. Political orientations and the political behaviour of the public and elites;
  - c. Political philosophy;
  - d. The institutions and workings of the Dutch political system (Politicologie and IP);
  - e. International relations and international organisations;
  - f. European collaboration, integration and the European Union;
  - g. Research methods;
  - h. Basic knowledge of the auxiliary disciplines of Law, Economics and History
- b. Applying knowledge and understanding:

- The student is able to apply concepts and theories of Political Science to research or a literature study of limited scope, to design and conduct a (simple) study of political phenomena and to select an appropriate research method.
  - The student possesses an understanding of the relevance and application of concepts and theories of Political Science within the societal context.
- c. Judgement
- The student is able to analyse and assess political phenomena by collecting and interpreting relevant data and explaining and considering ethical and normative aspects of Political Science research.
  - The student is able to evaluate Political Science literature and theoretical and empirical research independently, critically, logically and substantively
- d. Communication
- The student is able to:
- Write a satisfactory research report for an audience of specialists and non-specialists; this includes the consistent use of an accepted citation style;
  - Deliver a clear and structured oral presentation reporting information, ideas and research to an audience of specialists and non-specialists
- e. Learning skills
- The student possesses the learning skills required for further studies at the master's level that require a greater degree of autonomy. In particular, the student is able to analyse academic texts, distinguish between the main idea and the details, and to identify the key concepts, key arguments and potential problem areas.
  - The student is able to find academic and journalistic sources in a traditional or digital library.

#### Article 2.4 **Structure of the programme**

The programme Political Science offers full-time education.

#### Article 2.5 **Study load**

The programme has a study load of 180 credits. The propaedeuse has a study load of 60 credits and forms an integral part of the programme.

#### Article 2.6 **Start of the programme; uniform structure of the academic year**

The programme starts on 1 September. In terms of regular courses, the programme is based on the university semester system and comprises 42 teaching weeks.

#### Article 2.7 **Minors and Honours education**

2.7.1 The following minors are offered, which are the responsibility of the Board(s) of Examiners listed below:

- Politiek: Conflict & Consensus

2.7.2 The description of the components belonging to a particular minor can be found in the Prospectus. The Prospectus also specifies which Board of Examiners is authorised to examine the minor.

2.7.3 The educational minors are the responsibility of the ICLON Board of Examiners.

2.7.4 Components that are offered in the context of the Honours tracks are the responsibility of the Honours Academy Board of Examiners.

#### Article 2.8 **Final examinations of the programme**

2.8.1 The following final examination(s) can be taken within the programme:

- a. the examination for the propaedeuse
- b. the final examination for the bachelor's programme

If the programme has a propaedeutic examination, students may only sit the final examination for the programme once they have passed the propaedeutic examination.

#### Article 2.9 **Language of instruction**

2.9.1 Subject to the Code of Conduct on the Language of Instruction and Examination<sup>5</sup> the language(s) in which the instruction is given is/are Dutch and English and the language in which the examinations and final examinations are held are Dutch and English. Students are expected to have an adequate command of the language(s) of instruction used in the programme, in accordance with the requirements stated in Article 5.2.4. As appropriate, the Faculty publishes the OER in English for English-taught programmes.

2.9.2 Contrary to Article 2.9.1, in individual cases the Board of Examiners can permit the student to write the final thesis in another language, in accordance with the Guideline on Language Policy.<sup>6</sup>

#### Article 2.10 **Quality**

The programme is accredited by NVAO<sup>7</sup> and meets the national and international quality requirements for degree programmes. The programme's teaching also meets the quality standards for teaching set out in the Leiden Register of Study Programmes Framework Document.

### Chapter 3 **Curriculum**

#### Article 3.0 **Exceptions due to coronavirus measures**

3.0.1 If, due to coronavirus measures, it is not possible to provide or take part in teaching components as set out in this Regulation or in the Prospectus, changes will be announced by the authorised body in due time via Brightspace.

#### Article 3.1 **Compulsory components**

3.1.1 The programme includes compulsory components worth a total study load of 150 ECTS credits. These compulsory components include the set components from which students are obliged to choose.

3.1.2 *Not applicable*

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<sup>5</sup> [Code of Conduct on Language of Instruction](#).

<sup>6</sup> [Guideline on Language Policy](#)

<sup>7</sup> The Accreditation Organisation of the Netherlands and Flanders.



3.1.3 The Prospectus further specifies the actual structure of the programme, i.e. the study load, level,<sup>8</sup> content, method of examination and structure of the components of the curriculum.

### Article 3.2 **Optional components**

3.2.1 In addition to the components referred to in 3.1.1, the programme gives students a choice of optional subjects worth a total study load of 30 credits (a maximum of 30 and a minimum of 15 credits in total).

3.2.2 Students are obliged to register for the minor of their choice according to the Guidelines on Optional Components and Registration for Minors, which can be found on the Leiden University website.

3.2.3 The Board of Examiners must approve the student's selection of components. The Board of Examiners bases its evaluation of the student's selection solely on the coherence and level of the components selected. The approval of the Board of Examiners is not required for minor programmes with a study load of 30 credits that are recognised as such by Leiden University nor for the minors recognised by Delft University of Technology and Erasmus University Rotterdam.

3.2.4 In addition to the components taught at this university, and subject to the approval of the Board of Examiners, students may also select components offered by other Dutch or foreign universities, or components offered by another legal entity offering accredited undergraduate higher education programmes.

3.2.5 Students may not use components that they follow within the scope of the Honours College as optional components.

3.2.6 Students who are enrolled in the programme may assemble their own curriculum of components that are taught by an institution, as long as these are concluded with a final examination. They will require the permission of the most appropriate Board of Examiners. When granting such permission, the Board of Examiners also indicates to which University programme the curriculum is considered to belong.<sup>9</sup> If necessary, the Executive Board designates a Board of Examiners to take this decision.

3.2.7 Contrary to Article 3.2.2, students may not choose the following minor programmes at Leiden University, Delft University of Technology or Erasmus University Rotterdam because their content is similar, fully or in part, to compulsory components in the programme:

- Politiek: Conflict & Consensus

### Article 3.3 **Practical assignments**

3.3.1 For each component, the Prospectus specifies which practical assignments are included, the nature and scope of the student's workload for these practical assignments and whether participation in these is a condition of entry to the (other parts of) examination for the component. The Board of Examiners may exempt students from a practical assignment, in which case the Board can choose to apply alternative conditions.

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<sup>8</sup> In accordance with the 'abstract structure', as specified in the Leiden Register of Study Programmes Framework Document.

<sup>9</sup> In accordance with Article 7.3h of the Act ('free curriculum in higher education').

3.3.2 The Prospectus specifies the scope and study load of the thesis/final paper/final report/final programme assignment, and the requirements that the thesis/final paper/final report/final programme assignment must meet.

#### Article 3.4 **Sitting examinations and taking part in components**<sup>10</sup>

##### 3.4.1 Taking part in components

3.4.1.1 Students must register for the component according to the applicable enrolment protocol. Registration is possible up to fourteen calendar days before the start of the component, as stipulated in the programme prospectus.

3.4.1.2 In the case of a component with restrictions on the number of participants, participation takes place in order of enrolment. For students enrolled in the programme, timely enrolment guarantees placement in the components that form part of the mandatory curriculum of the programme.

3.4.1.3 Contrary to article 3.4.1.1, a different enrolment period applies for certain components, as approved by the Faculty Board. The relevant components and the corresponding enrolment term can be found in the Prospectus.

3.4.1.4 Students who have not enrolled on time can report to the Education Administration Office of the faculty of which the study programme is part. The relevant enrolment protocol lists the circumstances on the basis of which students may be enrolled contrary to Article 3.4.1.1.

##### 3.4.2 **Sitting examinations**

3.4.2.1 At the same time as registering for the component, students register for the corresponding examination.

3.4.2.2 Students who do not register for the component may register only for the examination or constituent examination. To be allowed to sit the examination or constituent examination, a confirmation of registration for the examination is required.

3.4.2.3 In order to sit the examination, students must confirm their participation. They can only sit an examination once confirmation of participation has been given.

3.4.2.4 Students will receive a notification in due time asking them to confirm or cancel their participation. Confirmation of participation in an examination is possible up to ten calendar days before the examination takes place.

3.4.2.5 Students who have not enrolled on time according to the applicable enrolment protocol may report to the Education Administration Office of the faculty of which the programme forms part.

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<sup>10</sup> Should the new enrolment system be ready by 1 September 2022, the following Articles will be deleted:

3.4.1 In order to sit an examination, the student is required to register for the examination in question no later than ten days before the date of the examination in accordance with the relevant enrolment procedure.

3.4.2 Admission to a component takes place in order of enrolment. For students who are enrolled in the programme and who enrol in timely fashion are guaranteed admission to components that are compulsory as part of the programme. Some components require students to first have passed the examination for another component before being granted admission. The Prospectus lists the components for which this applies.

3.4.2.6 A different term applies for the situation as referred to in Article 4.6.2; in this case, students can register up to five calendar days before the examination takes place.

#### Article 3.5 **Distribution of study materials**

3.5.1 Students are not permitted to take photographs or make audio or video recordings of lectures or education-related meetings, including the feedback sessions after examinations (including examinations assignments and model answers), without the explicit prior permission of the relevant lecturer. Should such permission be granted, students are only legally permitted to use the photograph or recording for their own use; all forms of distribution or publication of photograph the recording are prohibited.

3.5.2 Students are prohibited from all forms of distribution or publication of study materials. The materials are for students' own use only.

### **Chapter 4 Examinations and Final Examinations**

#### Article 4.0 **Exceptions due to coronavirus measures**

4.0.1 If as a result of coronavirus measures it is not possible to offer exams and examinations in the form and at the point in time set out in this regulation or in the Prospectus, changes will be announced by the authorised body in due time via Brightspace.

#### Article 4.1 **Frequency of examinations**

4.1.1 Examinations are held twice during the academic year for each component offered in that year. The Board of Examiners determines the manner of resit for practical assignments.

4.1.2 The Faculty Board is responsible for the practical organisation of the examinations and final examinations and ensures, if necessary, by means of invigilation, that the examinations and final examinations proceed properly. If remote invigilation is used, this is done according to the Remote Invigilation Protocol.<sup>11</sup>

4.1.3 If a component includes a practical assignment, students may only sit the examination as referred to in 4.1.1 if they have passed the practical assignment, unless the Board of Examiners decides otherwise.

4.1.4 If the grade for a component results from several constituent examinations, it is possible to vary from the number of examinations and resits as referred to in 4.1.1, on the understanding that students are given the opportunity to resit and pass the component by taking an examination that is representative of the component. If applicable, this is specified in the Prospectus.

4.1.5 In accordance with Article 7.13 (2) (h) of the Act, the Prospectus specifies the dates of the examinations.

4.1.6 The Board of Examiners may set certain rules for taking the resit. These rules are specified in the Rules and Regulations of the Board of Examiners.

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<sup>11</sup> If the Remote Invigilation Protocol is not yet ready on 1 September 2022, the text of this article in the Model OER 2021-2022 will be retained: The Faculty Board is responsible for the practical organisation of the examinations and final examinations and ensures, if necessary, by means of invigilation, that the examinations and final examinations proceed properly. If remote invigilation is used, the student will be informed of this at least ten days in advance.

4.1.7 At a student's request the Board of Examiners may in exceptional circumstances diverge from the provisions of Article 4.1.1 and allow an additional resit.

4.1.8 During a bachelor's programme, students may resit one examination that they passed, without prejudice to the provisions of article 4.1.1 and the power of the Board of Examiners to deviate from this stipulation in exceptional cases and at the student's request. This only applies if the resit takes place in the same study year as the original examination. In the event of such a one-time resit, the highest result obtained applies.

The examination referred to in the first sentence may consist of a number of constituent examinations. Registration for this examination should take place in accordance to Articles 3.4.1.1 and 3.4.2.2.

4.1.9 The following are excluded from the resit option as referred to in Article 4.1.8:

- Oral examinations
- Practical assignments
- Minors or components thereof, according to the recognised selection of minors included in the Prospectus
- Examination that the student passed at a different institution than Leiden University

4.1.10 If a component is included in multiple programmes, the student is only granted one opportunity to resit an examination he or she previously passed for this component.

#### Article 4.2 **Obligatory sequence**

4.2.1 The Prospectus specifies the sequence in which examinations must be taken. Students may only sit examinations that are subject to a compulsory sequence once they have passed the examinations for one or more other components.

4.2.2 For the components and their attendant examinations which must be completed in a given sequence, the Board of Examiners may in special cases, and following a substantiated written request by the student, agree to an alternative sequence.

#### Article 4.3 **Form of examination**

4.3.1 The Prospectus states whether an examination or the constituent examinations for a component take the form of a written, digital or oral examination, or a combination of these.

4.3.2 The procedure during examinations and the guidelines and instructions, as referred to in article 7.12b, paragraph 1 under b of the Act, for assessing and establishing the results of examinations and examinations are described in the 'Rules and Guidelines of the Board of Examiners'.

4.3.3 Students with a disability or chronic medical condition are given the opportunity to apply for individual examination arrangements adjusted to their particular disability or condition. These arrangements may not affect the quality or level of difficulty of the examination. If necessary, the Board of Examiners seeks expert advice, as referred to in the Protocol on Studying with a Disability,<sup>12</sup> before reaching a decision.

4.3.4 In special cases, the Board of Examiners may, at the request of the student and within the scope of the OER, permit a student to sit an examination in another manner than specified in the Prospectus.

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<sup>12</sup> [Protocol on Studying with a Disability](#)

4.3.5 Examinations are held in the language(s) of instruction for the programme that are specified in the OER. At the request of the student, the Board of Examiners may permit him or her to sit an examination in another language.

#### Article 4.4 **Oral examinations**

4.4.1 Students take oral examinations individually, unless the Board of Examiners decides otherwise.

4.4.2 Oral examinations are public, unless the Board of Examiners or the examiner concerned decides otherwise owing to special circumstances, or unless the student has reservations.

#### Article 4.5 **Rules and Regulations of the Board of Examiners**

4.5.1 In accordance with Article 7.12b (3) of the Act, the Board of Examiners establishes rules concerning the performance of its tasks and responsibilities and the measures it can take in the event of fraud.

4.5.2 The Board of Examiners is responsible for ensuring that the right of students to appeal against decisions of the Board of Examiners or the examiners is guaranteed.

#### Article 4.6 **Assessment**

4.6.1 The examiner determines the grade immediately after an oral examination has been conducted. The student receives a message about the grade via the University study progress system.

4.6.2 The examiner determines the grade any written or other form of examination or constituent examination within fifteen working days of the day on which the examination or constituent examination was held. The result is notified to the student within the same fifteen working days. The final grade is recorded in the University progress system, and the student receives a message about it via that system. The student will be informed of the result at least five working days before the next opportunity to take a resit of the same examination. If this deadline is not met, the resit can be postponed.

4.6.3 If the examiner is unable to comply with the periods of fifteen and five working days respectively, as specified in Article 4.6.2, the student is notified accordingly in a message sent to the student's u-mail address before this term expires. This message includes the (latest) date by which the student will be informed of the result.

4.6.4 The examination result (final grade; not a partial grade) will be expressed as a whole number or a number to a maximum of one decimal place (only 0,5), between and including 1.0 and 10.0. The result is not expressed as a number between 5.0 and 6.0. A partial result is expressed as a whole number or a number to a maximum of one decimal place.

4.6.5 The examination result is considered to be a pass if it is 6.0 or higher [or in the case of the LUC: C- or higher].

4.6.6 *Not applicable*

4.6.7 Together with the written or electronic notification of examination results, students are also informed of their right to inspect their graded examination papers, as referred to in Article 4.8, as well as of the appeals procedure.

4.6.8 The Board of Examiners may draw up rules that specify under which conditions it may exercise its power as specified in Article 7.12b (3) of the Act to determine that students do not have to pass every examination and/or under which conditions the results of constituent examinations can compensate for each other. These rules are specified in the Rules and Regulations of the Board of Examiners.

#### Article 4.7 **Period of validity of examinations**

4.7.1 The Faculty Board may limit the validity of an examination pass, subject to the authority of the Board of Examiners to extend the period of validity in individual cases. The period of validity of an examination pass may only be limited if the examined knowledge, understanding or skills are demonstrably outdated.

4.7.2 The Board of Examiners may, in accordance with the criteria specified in the Rules and Regulations and at the request of the student, extend the validity of examinations for a period to be specified by the Board itself. In the event of special circumstances in the sense of article 7.51, (2), of the Act, the Board of Examiners shall act in accordance with the pertinent provisions in article 7.10, (4) of the Act.

4.7.3 The validity period referred to in 4.7.1 starts on 1 September of the academic year following that in which the grade was obtained, or the exemption granted.

#### Article 4.8 **Inspection and final feedback session**

4.8.1 Students are entitled to inspect their graded examination within a maximum period of 30 calendar days following the publication of the results of a written or digital examination.

4.8.2 Within the period referred to in 4.8.1, students may inspect the examination questions and assignments, as well as the grading schemes used to grade the examination.

4.8.3 The time and manner of the inspection and feedback session on the examination are specified in the Prospectus or in the digital teaching environment.

4.8.4 The Board of Examiners is authorised to decide whether the inspection of the examination papers and the feedback session are to be collective or individual.

4.8.5 The examiner determines where and when the inspection of the examination paper and the feedback session will take place.

4.8.6 Students who are unable to attend the inspection of the examination paper and the feedback session due to demonstrable circumstances beyond their control are granted another opportunity, if possible, within the period referred to in 4.8.1.

#### Article 4.9 **Exemption from examinations and/or practical assignments**

4.9.1 At the student's request and after consultation with the examiner in question, the Board of Examiners may grant the student exemption from one or more examinations or practical assignments if the student:

- has completed a component at a research university or university of applied sciences that is similar in content and level to the component for which the student is requesting exemption, or
- has demonstrated, through relevant work or professional experience, that he or she has acquired sufficient skills and knowledge in relation to the component in question, or
- has passed Pre-University College, in which case, the Board of Examiners determines the component(s) for which the exemption is granted.

4.9.2 If the exemption concerns the components that belong to a minor, the Board of Examiners responsible first consults the Board of Examiners of the programme that provides the minor before deciding whether to grant an exemption.

#### Article 4.10 **Final examination**

4.10.1 The Board of Examiners awards a degree certificate when there is sufficient proof that the final examination has been passed.

4.10.2 As part of the final examination, the Board of Examiners is entitled to conduct its own evaluation of the knowledge, understanding and skills of the examination candidate and to assess the results.

4.10.3 The degree is only conferred once the Executive Board has declared that all procedural requirements (including the requirement to pay tuition fees) have been met. One degree certificate is awarded for each programme. The degree certificate states that the programme or specialisation was delivered by Leiden University

4.10.4 Pursuant to the regulations referred to in Article 7.11 (3) of the Act, a student who is entitled to graduate may ask the Board of Examiners to postpone graduation, as long as the student has not exceeded the maximum period of enrolment of four years for the programme in question.

4.10.5 This request must be submitted within five working days of the student receiving notification of his or her final examination results. In the request the student must indicate when he or she wishes to receive the degree certificate.

4.10.6 The Board of Examiners may also approve the request if refusing it would result in a considerable injustice.

4.10.7 A supplement in Dutch and/or in English that conforms to the standard European Diploma Supplement format, including the grading table applicable for the degree programme, is attached to the degree certificate. In addition to the degree certificate, students are issued with a translation of the degree certificate and a certificate in Latin.

#### Article 4.11 **The degree**

4.11.1 The degree of Bachelor of Science is awarded to those who have passed the final examination of the programme.

4.11.2 The degree certificate specifies which degree has been awarded.

#### Article 4.12 **Degree classification**

4.12.1 The student is awarded a degree classification for the final examination.

4.12.2 The degree classification is based on the weighted average of the grades obtained for all the examinations that form part of the final examination, with the exception of the components for which an exemption was granted or examinations or for which the student only obtained a proof of attendance. Components completed from other programmes, including components followed abroad, must be approved by the Board of Examiners.

4.12.3 The weighted average of all grades is determined by multiplying the number of ECTS credits for each component by the grade awarded for this component, adding these together and then dividing the result by the number of credits earned.

4.12.4 Without prejudice to the provisions of 4.12.6 and 4.12.7, the degree certificate and diploma supplement include the 'cum laude' classification if the following conditions are met for the full-time programmes:

For the Bachelor's final examination:

- the weighted average for all components is 8.0 or higher
- the grade for the final assignment of the bachelor's programme is 8.0 or higher
- the Bachelor's final examination was passed within four academic years

The Board of Examiners sets corresponding conditions for part-time programmes, proportionate to the nominal duration of the study programme.

4.12.5 Without prejudice to the provisions of 4.12.6 and 4.12.7, the degree certificate and the diploma supplement include the 'summa cum laude' classification if the following conditions are met for the full-time programmes:

for the Bachelor's final examination:

- the weighted average for all components is 9.0 or higher
- the grade for the final assignment of the bachelor's programme is 9.0 or higher
- the Bachelor's final examination was passed within three academic years

The Board of Examiners sets corresponding conditions for part-time programmes, proportionate to the nominal duration of the study programme.

4.12.6 The Board of Examiners may also decide to award a distinction in other, exceptional cases, on the condition that the weighted average grade does not differ by more than 0.5 from the grades stipulated in the fourth and fifth paragraphs above. This may involve such considerations as the student's development throughout his or her study programme, any exceptional performances on the part of the student in completing the final paper or thesis and any other relevant exceptional circumstances.

4.12.7 If a student has been subject to a disciplinary measure as a result of irregularity, fraud or plagiarism, as set out in the Rules and Regulations, he or she is not awarded a distinction, unless the Board of Examiners decides otherwise.



## **Chapter 5 Admission to the programme for the academic year 2023-2024**

### **Article 5.1 Direct admission**

5.1.1 Direct admission to the programme is granted to those persons who meet the requirements set out in Articles 7.24 and 7.25 of the Act, subject to the proviso that, for the LUC and programmes with a fixed quota, the selection criteria and procedure as stated in Articles 5.3.2 and 5.3.3 apply.

5.1.2 *Not applicable*

5.1.3 In certain cases as defined in the Act, the Executive Board may deny admission by virtue of its powers under Article 7.28 (1), second and third sentences of the Act.

5.1.4 If on the basis of Article 7.53 of the Act, the Executive Board has determined a limited first enrolment for the programme, the procedure described in Articles 5.3.2 and 5.3.3 is applicable.

### **Article 5.2 Admission**

#### **5.2.1 Admission with propaedeuse from a university of applied sciences or associate degree**

Pursuant to Article 7.28 (1a) of the Act, the following is required of the holder of an associate degree or the holder of a propaedeuse diploma from a university of applied sciences:

a) (only applicable to English-taught bachelor's programmes) must meet the following language requirement for English:

- IELTS 6.0
  - TOEFL (internet-based) 80
- c. the student must demonstrate that he/she possesses the knowledge, understanding and skills required to successfully complete the bachelor's programme. This can be demonstrated by means of the following:
- Mathematics (VWO certificate or Boswell Beta) and Dutch (VWO certificate) for admission to Politicologie or Internationale Politiek;
  - Mathematics (VWO certificate or Boswell Beta) and English (Article 5.2.4) for admission to the specialisation IRO.

#### **5.2.2 Equivalent qualifications**

A person who is not in possession of a pre-university (VWO) diploma awarded after 2007, may

- Be enrolled by virtue of the Act on the grounds of a different diploma (Article 7.28 of the Act), on condition that they meet all further previous education requirements.
- Be enrolled with an old-style pre-university (VWO) diploma, on condition that they meet all further previous education requirements.

If the person does not meet further previous education requirements, they may be required to take a test on the subjects referred to in Article 5.2.3.1 at the level of a final VWO examination for the profile that allows for direct admission.

#### **5.2.3 Further prior education requirements and deficiencies**

*Not applicable*

#### 5.2.4 Dutch and English languages

5.2.4.1 (only applicable to Dutch-taught bachelor's programmes and specialisations) Students whose mother tongue is not Dutch can meet the requirement of a sufficient command of the Dutch language if they have passed the examination level *TUL-gevorderd*, organised by Leiden University. A Dutch as a Second Language Certificate (*Certificaat Nederlands als Vreemde Taal*) at *Educatief Startbekwaam* is also sufficient to meet the language requirement. The *TUL-halfgevorderd* requirement can also be met with the State Examination NT2-II. An International School diploma or a comparable international programme provided in the Netherlands is considered to be a diploma obtained outside the Netherlands.

Holders of an International Baccalaureate (IB) diploma with Dutch A or Dutch B-HL are exempted from the Dutch language requirement.

5.2.4.2 The Board of Examiners may, in special cases, grant exemption from the examination referred to in 5.6.1.

5.2.4.3 (Only applicable to English-taught bachelor's programmes and specialisations) Holders of a diploma obtained outside the Netherlands meet the requirement of a sufficient command of the English language if they have one of the following diplomas:

- An International Baccalaureate diploma from a programme taught in English (or an IB diploma with English A)
- A diploma of secondary (or higher) education completed in Australia, Canada (except for French-language programmes in Canada), Germany, Ireland, Malta, New Zealand, Singapore, the United Kingdom, the United States or South Africa

5.2.4.4 (only applicable to English-taught bachelor's programmes and specialisations) Holders of a Dutch diploma meet the requirement of a sufficient command of the English language if they have a pre-university education (VWO) diploma.

5.2.4.5 (Only applicable to English-taught bachelor's programmes and specialisations) If the student does not meet the requirements in 5.2.4.3, at least one of the following language requirements can be set:

- IELTS 6.0
- TOEFL (internet-based) 80

The test result may not be older than two years at the time of enrolment for the programme.

#### 5.2.5 Entrance examination

The entrance examination as referred to in Article 7.29 of the Act applies to the following subjects at a level determined by the programme:

For Internationale Politiek (IP) (previously IBO)/Politicologie

- at least a HAVO (vocational secondary school) diploma, and
- some years of relevant work experience, and
- qualifications in the following subjects: Mathematics C VWO certificate (or equivalent) and Dutch VWO certificate

For IRO

- at least a HAVO (vocational secondary school) diploma, and

- some years of relevant work experience, and
- qualifications in the following subjects: Mathematics C VWO certificate (or equivalent) and English VWO certificate / or requirements specified in Article 5.2.4

Article 5.3      **Selection for the programme** [*Applies to programmes with a fixed quota and LUC*]

5.3.1      **Confirmation of admission**

The Faculty Board provides confirmation of admission if the student meets the selection criteria specified in Article 5.3.2, as long as the maximum number of students that may be enrolled in the programme has not been exceeded.

Article 5.3.2      **Selection criteria**

The selection criteria are:

- An applicant is deemed admissible if he or she meets the admission criteria for the Political Science bachelor specialisations: Internationale Politiek, or Politicologie, or International Relations and Organisations as listed above in Chapter 5, articles 5.1 up to and including 5.2.5.
- Admissible applicants will be considered for selection by the Institute of Political Science through a selection procedure. Students will be selected for the Political Science bachelor programme on the basis of their grades earned in pre-university education, motivation letter, and an online assessment.
- The format of the motivation letter and the online assessment is decided by the Institute and announced in advance on the website. The grade average and the motivation letter will each account for 40% of the total score, the online assessment will account for 20% of the total score.

5.3.3      **Selection procedure**

The selection procedure is as follows:

The selection procedure is described in detail in the Selection & Placement Regulations of the Bachelors Programme in Political Science 2023-2024.

## **Chapter 6      Student Counselling and Study Advice**

Article 6.1      **Study progress administration**

6.1.1      The Faculty Board keeps records of the results of individual students.

6.1.2      Students may inspect their results in the study progress system at any time.

6.1.3      From the second year of enrolment, the programme asks all students to submit an annual study plan, indicating the examinations they intend to take, and the extracurricular activities relevant to the programme or recognised by the Executive Board in which they intend to participate.

Article 6.2      **Introduction and student counselling**

As referred to in the Leiden University Regulation on the Binding Study Advice, the programme must provide an introduction and counselling for all students who are enrolled in the programme, in order

to familiarise them with their study options in the programme and elsewhere and to facilitate their progress in their studies.<sup>13</sup>

#### Article 6.3 **Study advice**

6.3.1 In their first year of enrolment, all students are provided with advice on the continuation of their studies. The Board of Examiners is mandated by the Faculty Board to issue this study advice. For information on the requirements, the number of times and the occasion when the advice is issued, and the possible consequences of this advice, see the Leiden University Regulation on the Binding Study Advice that applies to the academic year in question, as well as 6.3.2.

6.3.2 *Not applicable*

6.3.3 A binding negative study advice with refusal only applies to the programme and associated specialisations in which the student is enrolled. The binding study advice also applies to any bachelor's programme which shares the propaedeuse with the programme.

6.3.4 Students may request an oral explanation of the study advice as well as information on continuation of their studies within or outside the Faculty and on any other possible education options.

#### Article 6.4 **Supervision of the thesis/final paper/final report/final programme assignment**

6.4.1 Together with the first reader, the student draws up a plan for the thesis/final paper/final report/final programme assignment, as referred to in 3.3.2. This plan is based on the study load for this component as specified in the Prospectus.

6.4.2 The plan referred to in 6.4.1 also specifies the frequency and manner of supervision.

#### Article 6.5 **Top-level sport**

Students who engage in top-level sport are given the opportunity to adjust their study programme to their sporting activities wherever possible. The programme determines who falls within this category in line with the guidelines drawn up by the Executive Board.

#### Article 6.6 **Disability or chronic medical condition**

Where possible, students with a disability or chronic medical condition are given the opportunity to adjust their study programme to the limitations resulting from their disability or chronic medical condition.<sup>14</sup> The study programme can be adjusted to the individual disability or chronic medical condition of the student in question, but this must not affect the quality or level of difficulty of the components or the final examination curriculum itself.

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<sup>13</sup> [Regeling Bindend Studieadvies Universiteit Leiden](#)

<sup>14</sup> <https://www.organisatiegids.universiteitleiden.nl/en/regulations/general/protocol-studying-with-a-disability>

## Article 6.7      **Study and internships abroad**

Special measures will be taken for students who suffer from a demonstrable delay in their studies as a result of study or an internship abroad that has been approved by the Board of Examiners, in order to limit the delay.

## Chapter 7      **Evaluation of the Programme**

### Article 7.1      **Evaluation of the programme**

The education in the programme is evaluated as follows:

- Courses are evaluated annually in a variety of ways, with standard questionnaires and/or qualitative instruments, during and/or at the end of the course after the final test or the last meeting. The results of the standardized evaluations are discussed in the Bachelor's Programme Committee. The Bachelor's Programme Committee will advise the Programme Board about possible measures to improve quality.
- The programme is evaluated among third year bachelor students on an annual basis through a standardized evaluation form, possibly supplemented with qualitative measures. The results are discussed in a meeting between the Directors of Studies and Faculty Board, and in the Bachelor's Programme Committee. The Programme Board will take measures to improve quality when needed.

The Programme Board/Programme Director will inform the Programme Committee about the outcomes of the evaluation.

## Chapter 8      **Final Provisions**

### Article 8.1      **Amendments**

8.1.1 Amendments to these regulations are adopted by a separate order of the Faculty Board with the prior consent of the Faculty Council or the Programme Committee, depending on the topics concerned.

8.1.2 Amendments to these regulations that apply to a particular academic year must be adopted before the start of that year and published in the prescribed manner, unless earlier implementation of an amendment to the regulations is strictly necessary and, in all reasonableness, does not harm the students' interests.

8.1.3 Amendments to these regulations may not adversely affect any prior decision pertaining to students taken by the Board of Examiners on the basis of these regulations.

### Article 8.2      **Publication**

The Faculty Board or Programme Board is responsible for publishing these regulations, the Rules and Regulations established by the Board of Examiners, and any amendments to these documents, via the University website.

### Article 8.3      **Term of application**

The Course and Examination Regulations apply for the duration of one academic year.

Article 8.4      **Entry into force**

These regulations enter into force on 1 September 2022.

## Appendix 1a

Propaedeutische voor de bachelor's programme in Political Science: Politicologie

<i>Course</i>	<i>EC</i>	<i>Level</i>
Mentoraat		100
Nationale Politiek I: Het Nederlandse Politiek Bestel	5	100
Inleiding Internationale Politiek en Academische Vaardigheden 1	8	100 Practicum: workgroup
Recht	5	100
Politiek en Beleid	5	200
Inleiding Politieke Wetenschap en Academische Vaardigheden 2	7	200 Practicum: workgroup
Economie voor Politicologen	5	100
Methoden en Technieken van Politicologisch onderzoek	5	200
Inleiding Vergelijkende Politicologie en Academische Vaardigheden 3	7	200 Practicum; workgroup
Statistiek I: Beschrijven en Presenteren	5	200 Practicum: workgroup
Politiek van de Europese Unie en Academische Vaardigheden 4	8	200 Practicum: workgroup

The instructors can set rules on the compulsory attendance of any practicals, workgroups, or seminars. If attendance is compulsory, this must be stated in the prospectus.

### Transition regulations

Students who started in the academic year 2021-2022 or earlier and did not yet pass Politiek en Beleid (7 EC) in 2022-2023 need to take the exam for Politiek en Beleid (5 EC) and the workgroup Academische Vaardigheden 2 (2 EC) that will be part of Inleiding Politieke Wetenschap from 2022-2023 onward, or just one of these two components if they have already passed the other one.

Students who started in the academic year 2021-2022 or earlier and did not yet pass Inleiding Politieke Wetenschap (8 EC) in 2022-2023 need to take the exam for Inleiding Politieke Wetenschap (5 EC) and the workgroup Academische Vaardigheden 4 (3 EC) that will be part of the course Politiek van de Europese Unie from 2022-2023 onward, or just one of these two components if they have already passed the other one.

Students who started in the academic year 2021-2022 or earlier and did not yet pass Politiek van de Europese Unie (5 EC) need to take the exam for Politiek van de Europese Unie (5 EC) in 2022-2023. They will not follow the workgroups Academische Vaardigheden 4 (3 EC) that will be part of the course Politiek van de Europese Unie from 2022-2023 onward.

Students who started in 2021-2022 or earlier and have not yet completed Statistiek II (5 EC) are offered an extra opportunity to complete the course in block 3 of year 1 given that this course will not be offered as part of the revised year 1 programme from 2022-2023 onward.

Students who did not obtain all the study credits of year 1 can contact their study adviser for an adjusted study plan.

**Rest of the programme**

*Students who start in 2022-2023 will follow the programme of years 2 and 3 as indicated in appendix 2a.*



## Appendix 1b

Propaedeutische voor de bachelor's programme in Political Science: Internationale Politiek (IP)

<i>Course</i>	<i>EC</i>	<i>Level</i>
Mentoraat		100
Nationale Politiek I: Het Nederlandse Politiek Bestel	5	100
Inleiding Internationale Politiek en Academische Vaardigheden 1	8	100 Practicum: workgroup
Inleiding Internationale Organisaties	5	100
Politiek en Beleid	5	200
Inleiding Politieke Wetenschap en Academische Vaardigheden 2	7	200 Practicum: workgroup
Economie voor Politicologen	5	100
Methoden en Technieken van Politicologisch onderzoek	5	200
Inleiding Vergelijkende Politicologie en Academische Vaardigheden 3	7	200 Practicum; workgroup
Statistiek I: Beschrijven en Presenteren:	5	200 Practicum: workgroup
Politiek van de Europese Unie en Academische Vaardigheden 4	8	200 Practicum: workgroup

The instructors can set rules on the compulsory attendance of any practicals, workgroups or seminars. If attendance is compulsory, this must be stated in the prospectus.

### Transition regulations

Students who started in the academic year 2021-2022 or earlier and did not yet pass Politiek en Beleid (7 EC) in 2022-2023 need to take the exam for Politiek en Beleid (5 EC) and the workgroup Academische Vaardigheden 2 (2 EC) that will be part of Inleiding Politieke Wetenschap from 2022-2023 onward, or just one of these two components if they have already passed the other one.

Students who started in the academic year 2021-2022 or earlier and did not yet pass Inleiding Politieke Wetenschap (8 EC) in 2022-2023 need to take the exam for Inleiding Politieke Wetenschap (5 EC) and the workgroup Academische Vaardigheden 4 (3 EC) that will be part of the course Politiek van de Europese Unie from 2022-2023 onward, or just one of these two components if they have already passed the other one.

Students who started in the academic year 2021-2022 or earlier and did not yet pass Politiek van de Europese Unie (5 EC) need to take the exam for Politiek van de Europese Unie (5 EC) in 2022-2023. They will not follow the workgroups Academische Vaardigheden 4 (3 EC) that will be part of the course Politiek van de Europese Unie from 2022-2023 onward.

Students who started in 2021-2022 or earlier and have not yet completed Statistiek II (5 EC) are offered an extra opportunity to complete the course in block 3 of year 1 given that this course will not be offered as part of the revised year 1 programme from 2022-2023 onward.

Students who did not obtain all the study credits of year 1 can contact their study adviser for an adjusted study plan.

**Rest of the programme**

*Students who start in 2022-2023 will follow the programme of year 2 and 3 as indicated in appendix 2a, after the propaedeutic phase (year 1).*

## Appendix 1c

### Propaedeuse<sup>3</sup> for the bachelor's programme in Political Science: specialisation in International Relations and Organisations (IRO)

<i>Course</i>	<i>EC</i>	<i>Level</i>	
Mentoring Sessions		100	
Introduction to International Organisations	5	100	
Introduction to International Relations and Academic Skills 1	8	100	workgroup
Actors in World Politics	5	200	
Introduction to Political Science And Academic Skills 2	7	200	workgroup
Economics for Political Scientists	5	100	
Global History	5	100	
Introduction to Comparative Politics and Academic Skills 3	7	200	workgroup
Research Methods in Political Science	5	200	
Statistics I	5	200	workgroup
Politics of the European Union and Academic Skills 4	8	200	workgroup

The instructors can set rules on the compulsory attendance of any practicals, workgroups, or seminars. If attendance is compulsory, this must be stated in the e-prospectus.

#### Transition regulations

Students who started in the academic year 2021-2022 or earlier and did not yet pass Actors in World Politics (7 EC) in 2022-2023 need to take the exam for Actors in World Politics (5 EC) and the workgroup Academic Skills 2 (2 EC) that will be part of Introduction to Political Science from 2022-2023 onward, or just one of these two components if they have already passed the other one.

Students who started in the academic year 2021-2022 or earlier and did not yet pass Introduction to Political Science (8 EC) in 2022-2023 need to take the exam for Introduction to Political Science (5 EC) and the workgroup Academic Skills 4 (3 EC) that will be part of the course Politics of the European Union from 2022-2023 onward, or just one of these two components if they have already passed the other one.

Students who started in the academic year 2021-2022 or earlier and did not yet pass Politics of the European Union (5 EC) need to take the exam for Politics of the European Union (5 EC) in 2022-2023. They will not follow the workgroups Academic Skills 4 (3 EC) that will be part of the course Politics of the European Union from 2022-2023 onward.

Students who started in 2021-2022 or earlier and have not yet completed Statistics II are offered an extra opportunity to complete the course in block 3 of year 1 given that this course will not be offered as part of the revised year 1 programme from 2022-2023 onward.

Students who did not obtain all the study credits of year 1 can contact their study adviser for an adjusted study plan.

**Rest of the programme**

*Students who start in 2022-2023 will follow the new programme for years 2 and 3 as outlined in appendix 2a, after the propaedeutic phase (year 1).*

## Appendix 2a

### Second (B2) and third (B3) years of the bachelor's programme in Political Science: Politicologie

#### B2 (for students who have started in 2021-2022 or earlier)

<i>Course</i>	<i>EC</i>	<i>Level</i>
Europese Geschiedenis	5	200
Methoden en Technieken van Politicologisch Onderzoek	10	300
Vergelijkende Analyse van Politieke Stelsels	5	200
Politieke Psychologie	5	300
Academische Vaardigheden: Onderzoeksonwerp	5	300 practicum: workgroup
Analyse van de Internationale Politiek	5	200
Geschiedenis van de Politieke Filosofie	5	300
Nationale Politiek II: Nederlandse Politieke Geschiedenis	5	200
Contemporaine Politieke Filosofie	5	300
Rationele Keuzetheorie	5	300
Academische Vaardigheden: Kwalitatieve en Kwantitatieve Data Analyse	5	300 practicum: workgroup

#### B3

<i>Course</i>	<i>EC</i>	<i>Level</i>
One Bachelor seminar <sup>1</sup>	10	400
Bachelor project <sup>1</sup>	20	400
Elective Space <sup>2</sup>	30	100 to 400

The instructors can set rules on the compulsory attendance of any practical's, seminars, or workgroups. If attendance is compulsory, this must be stated in the prospectus.

<sup>1</sup>The Institute of Political Science will determine the offer of Bachelor Seminars and Bachelor Projects based on the advice of the Programme Committee yearly. These Bachelor Seminars and Bachelor Projects will be listed in the Prospectus.

<sup>2</sup>All elements of the Elective Space (30 EC in total) must be pre-approved by the Board of Examiners. Students can do this with a request in uSis. Approved electives can be elective courses, (individual courses from) a minor offered by Leiden University, any other Dutch university, an accredited non-Dutch university, or a pre-approved research internship (max 15 EC). BSc courses offered by the Institute of Political Science as part of the curriculum of the BSc Political Science (within the student's own specialisation or the other specialisations), or as part of the minor Politiek: Conflict & Consensus, will not be approved as contributing to the Elective Space.

### Degree Completion

A student will complete the bachelor's degree once he or she has received a passing grade (6 or higher) for all components of the programme.

### Transition regulations

The course *Methoden en Technieken van Politicologisch Onderzoek* (10 EC) will be offered for the last time for 10 EC in block 1 of year 2 in the academic year 2022-2023. After 2022-2023 the course will be offered in block 3 of year 1 for 5 EC.

- Students who started in 2021-2022 or earlier and do not pass *Methoden en Technieken van Politicologisch Onderzoek* (10 EC block 1) in the academic year 2022-2023, will be offered a one-off opportunity in 2022-2023 to do the course *Methoden en Technieken van Politicologisch Onderzoek* (5 EC, block 3 of year 1) and do an additional assignment for the remaining 5 EC. The extra assignment will be based on the content of the course *Research Methods in Political Science* and require a study load commensurate with 5 EC (140 hours) to complete. The assignment will be offered by the instructor responsible for the course. It will be specified at the beginning of block 3 and must be completed in block 3.
- In case a student does not pass the course *Methoden en Technieken van Politicologisch Onderzoek* (10 EC) in 2022-2023 or earlier, from 2023-2024 the student needs to do the course *Methoden en Technieken van Politicologisch Onderzoek* (5 EC) in block 3 of year 1 and the course *Kwalitatieve Onderzoeksmethoden* (5 EC) in block 2 of year 2.

Students who did not obtain all the study credits can contact their study adviser for an adjusted study plan.

***B2 (for students that started in the academic year 2022-2023) Please note: this programme will not yet be offered in the academic year 2022-2023. This is only an illustration of how the rest of the programme for the cohort 2022-2023 would be set up.***

<i>Course</i>	<i>EC</i>	<i>Level</i>	
Europese Geschiedenis	5	200	
Statistiek II: Analyse en Onderzoek	5	300	practicum: werkgroepen
Kwalitatieve Onderzoeksmethoden	5	300	
Vergelijkende Analyse van Politieke Stelsels	5	200	
Politieke Psychologie	5	300	
Academische Vaardigheden: Onderzoeksontwerp	5	300	practicum: werkgroepen
Analyse van de Internationale Politiek	5	200	
Geschiedenis van de Politieke Filosofie	5	300	
Nationale Politiek II: Nederlandse			
Politieke Geschiedenis	5	200	
Contemporaine Politieke Filosofie	5	300	
Rationele Keuzetheorie	5	300	
Academische Vaardigheden:			
Kwalitatieve en Kwantitatieve Data-analyse	5	300	practicum: werkgroepen

## Appendix 2b

### Second (B2) and third (B3) years of the bachelor's programme in Political Science: Internationale Politiek (IP)

#### B2

<i>Course</i>	<i>EC</i>	<i>Level</i>
Europese Geschiedenis	5	200
Methoden en Technieken van Politicologisch Onderzoek	10	300
Vergelijkende Analyse van Politieke Stelsels	5	200
Introduction to International Political Economy	5	300
Academische Vaardigheden: Onderzoeksontwerp	5	300 Practicum: workgroup
Analyse van de Internationale Politiek	5	200
International Security	5	200
Ontwikkelingsvraagstukken in de Internationale Politiek	5	300
Contemporaine Politieke Filosofie* <b>or</b>	5	300
Rationele Keuzetheorie*	5	300
International Law	5	200
Academische Vaardigheden: Kwalitatieve en Kwantitatieve Data-analyse	5	300 Practicum: workgroup

\*students need to select one of these courses

#### B3

<i>Course</i>	<i>EC</i>	<i>Level</i>
One Bachelor seminar <sup>1</sup>	10	400
Bachelor project <sup>1</sup>	20	400
Elective Space <sup>2</sup>	30	100 to 400

The instructors can set rules on the compulsory attendance of any practical's, seminars, or workgroups. If attendance is compulsory, this must be stated in the prospectus.

<sup>1</sup>The Institute of Political Science will determine the offer of Bachelor Seminars and Bachelor Projects based on the advice of the Programme Committee yearly. These Bachelor Seminars and Bachelor Projects will be listed in the Prospectus.

<sup>2</sup>All elements of the Elective Space (30 EC in total) must be pre-approved by the Board of Examiners. Students can do this with a request in uSis. Approved electives can be elective courses, (individual courses from) a minor offered by Leiden University, any other Dutch university, an accredited non-Dutch university, or a pre-approved research internship (max 15 EC). BSc courses offered by the Institute of Political Science as part of the curriculum of the BSc Political Science (within the student's

own specialisation or the other specialisations), or as part of the minor Politiek: Conflict & Consensus, will not be approved as contributing to the Elective Space.

### Degree Completion

A student will complete the bachelor's degree once he or she has received a passing grade (6 or higher) for all components of the programme.

### Transition regulations

The course Methoden en Technieken van Politicologisch Onderzoek (10 EC) will be offered for the last time for 10 EC in block 1 of year 2 in the academic year 2022-2023. After 2022-2023 the course will be offered in block 3 of year 1 for 5 EC.

- Students who started in 2021-2022 or earlier and do not pass Methoden en Technieken van Politicologisch Onderzoek (10 EC block 1) in the academic year 2022-2023, will be offered a one-off opportunity in 2022-2023 to do the course Methoden en Technieken van Politicologisch Onderzoek (5 EC, block 3 of year 1) and do an additional assignment for the remaining 5 EC. The extra assignment will be based on the content of the course Research Methods in Political Science and require a study load commensurate with 5 EC (140 hours) to complete. The assignment will be offered by the instructor responsible for the course. It will be specified at the beginning of block 3 and must be completed in block 3.
- In case a student does not pass the course Methoden en Technieken van Politicologisch Onderzoek (10 EC) in 2022-2023 or earlier, from 2023-2024 the student needs to do the course Methoden en Technieken van Politicologisch Onderzoek (5 EC) in block 3 of year 1 and the course *Kwalitatieve Onderzoeksmethoden* (5 EC) in block 2 of year 2.

Students who did not obtain all the study credits can contact their study adviser for an adjusted study plan.

***B2 (for students that started in the academic year 2022-2023) Please note: this programme will not yet be offered in the academic year 2022-2023. This is only an illustration of how the rest of the programme for the cohort 2022-2023 would be set up.***

<i>Course</i>	<i>EC</i>	<i>Level</i>	
Europese Geschiedenis	5	200	
Statistiek II: Analyse en Onderzoek	5	300	practicum: werkgroepen
Kwalitatieve Onderzoeksmethoden	5	300	
Vergelijkende Analyse van Politieke Stelsels	5	200	
Introduction to International Political Economy	5	300	
Academische Vaardigheden: Onderzoeksontwerp	5	300	practicum: werkgroepen
Analyse van de Internationale Politiek	5	200	
International Security	5	200	
Ontwikkelingsvraagstukken in de Internationale Politiek	5	300	
Contemporaine Politieke Filosofie*	<b>or</b>	5	300
Rationele Keuzetheorie*		5	300
International Law		5	200
Academische Vaardigheden:			



Kwalitatieve en Kwantitatieve Data-analyse 5 300 practicum: werkgroepen

*\*The students should choose between one of these two courses.*

## Appendix 2c

### Second (B2) and third (B3) years of the bachelor's programme in Political Science: English specialisation in "International Relations and Organisations" (IRO)

#### B2

<i>Course</i>	<i>EC</i>	<i>Level</i>	
Research Methods in Political Science	10	300	
Comparative Analysis of Political Systems	5	200	
Analysing International Relations	5	200	
International Political Economy	5	300	
Academic Skills: Research Design 1	5	300	workgroup
Global Security	5	300	
International Development	5	300	
Contemporary Political Philosophy* <i>or</i>	5	300	
Rational Choice Theory*	5	300	
International Law & Human Rights	5	200	
Environmental Politics	5	200	
Academic Skills:			
Qualitative and Quantitative Data Analysis	5	300	workgroup

\* The students should choose between one of these two courses.

#### B3

<i>Courses</i>	<i>EC</i>	<i>Level</i>
One Bachelor seminar <sup>1</sup>	10	400
Bachelor project <sup>1</sup>	20	400
Elective Space <sup>2</sup>	30	100 to 400

<i>Course</i>	<i>EC</i>	<i>Level</i>
One Bachelor seminar <sup>1</sup>	10	400
Bachelor project <sup>1</sup>	20	400
Elective Space <sup>2</sup>	30	100 to 400

The instructors can set rules on the compulsory attendance of any practical's, seminars, or workgroups. If attendance is compulsory, this must be stated in the prospectus.

<sup>1</sup>The Institute of Political Science will determine the offer of Bachelor Seminars and Bachelor Projects based on the advice of the Programme Committee yearly. These Bachelor Seminars and Bachelor Projects will be listed in the Prospectus.

<sup>2</sup>All elements of the Elective Space (30 EC in total) must be pre-approved by the Board of Examiners. Students can do this with a request in uSis. Approved electives can be elective courses, (individual

courses from) a minor offered by Leiden University, any other Dutch university, an accredited non-Dutch university, or a pre-approved research internship (max 15 EC). BSc courses offered by the Institute of Political Science as part of the curriculum of the BSc Political Science (within the student's own specialisation or the other specialisations), or as part of the minor Politiek: Conflict & Consensus, will not be approved as contributing to the Elective Space.

### **Degree Completion**

A student will complete the bachelor's degree once he or she has received a passing grade (6 or higher) for all components of the programme.

### **Transition regulations**

The course Research Methods in Political Science (10 EC) will be offered for the last time for 10 EC in block 1 of year 2 in the academic year 2022-2023. After 2022-2023 the course will be offered in block 3 of year 1 for 5 EC.

- Students who started in 2021-2022 or earlier and do not pass Research Methods in Political Science (10 EC block 1) in the academic year 2022-2023, will be offered a one-off opportunity in 2022-2023 to do the course Research Methods in Political Science (5 EC, block 3 of year 1) and do an additional assignment for the remaining 5 EC. The extra assignment will be based on the content of the course Research Methods in Political Science and require a study load commensurate with 5 EC (140 hours) to complete. The assignment will be offered by the instructor responsible for the course. It will be specified at the beginning of block 3 and must be completed in block 3.
- In case a student does not pass the course Research Methods in Political Science (10 EC) in 2022-2023 or earlier, from 2023-2024 the student needs to do the course Research Methods in Political Science (5 EC) in block 3 of year 1 and the course Qualitative Research Methods (5 EC) in block 2 of year 2.

Students who did not obtain all the study credits can contact their study adviser for an adjusted study plan.

***B2 (for students that started in the academic year 2022-2023) Please note: this programme will not yet be offered in the academic year 2022-2023. This is only an illustration of how the rest of the programme for the cohort 2022-2023 would be set up.***

<i>Course</i>	<i>EC</i>	<i>Level</i>	
Statistics II	5	300	workgroup
Comparative Analysis of Political Systems	5	200	
Analysing International Relations	5	200	
International Political Economy	5	300	
Qualitative Research Methods	5	200	
Academic Skills: Research Design	5	300	workgroup

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Global Security	5	300	
International Development	5	300	
Contemporary Political Philosophy* <b>or</b>	5	300	
Rational Choice Theory*	5	300	
International Law & Human Rights	5	200	
Environmental Politics	5	200	
Academic Skills:			
Qualitative and Quantitative Data Analysis	5	300	workgroup

*\*The students should choose between one of these two courses*

### Appendix 3

#### Minor offered by the Institute of Political Science

##### **Politiek: Conflict & Consensus**

<i>Course</i>	<i>EC</i>	<i>Level</i>
Inleiding Internationale Politiek	5	100
Nationale Politiek I: Het Nederlandse Politiek Bestel	5	100
Comparative Analysis of Political Systems	5	200
Politieke Psychologie	5	300
Debating political institutions	10	400

## Appendix 4a

### Order of Examinations BSc Political Science: Politicologie

During the first and second years of the programme, no specific order of examinations applies. For the third year, the following is applicable:

1.
  - a. Access to courses in the third year will be granted only after the successful completion of the propaedeutic phase of the BSc in Political Science of Leiden University.
  - b. The student can be allowed access to certain elements of the third year of the bachelor programme before completion of the propaedeutic phase under certain circumstances:
    - a. Access is given only to exams for elective courses.
  - c. Exam results obtained during the time when the student did not comply with the entry requirements and for which the Board of Examiners has not given approval, will be considered void and cannot be added to the record of the student.
  
2.
  - a. Prerequisites for participation in the Bachelor Project are: successful completion of the propaedeutic phase of the programme, completion of 40 EC of Year 2 courses, including *Methoden en Technieken van Politicologisch Onderzoek*, *Academische Vaardigheden: Onderzoeksontwerp* and any additional courses required by the instructor of the Bachelor Project (as specified in the prospectus).
  - b. Prerequisites for participation in the Bachelor Seminars are: successful completion of the propaedeutic phase of the programme and any additional courses required by the instructor of the Bachelor Seminar (as specified in the prospectus).
  - c. Prerequisites for participation in a research internship (curricular) are successful completion of the propaedeutic phase of the programme and obtained 40 EC of Year 2 courses, including *Methoden en Technieken van Politicologisch Onderzoek* and *Academische Vaardigheden: Onderzoeksontwerp*.
  - d. Prerequisites for application for exchange/study abroad are successful completion of the propaedeutic phase of the programme and a 7.0 GPA.

## Appendix 4b

### Order of Examinations BSc Political Science: Internationale Politiek

During the first and second years of the programme, no specific order of examinations applies. For the third year, the following is applicable:

1.
  - a. Access to courses in the third year will be granted only after the successful completion of the propaedeutic phase of the BSc in Political Science of Leiden University.
  - b. The student can be allowed access to certain elements of the third year of the bachelor programme before completion of the propaedeutic phase under certain circumstances:
    - a. Access is given only to exams for elective courses.
  - c. Exam results obtained during the time when the student did not comply with the entry requirements and for which the Board of Examiners has not given approval, will be considered void and cannot be added to the record of the student.
2.
  - a. Prerequisites for participation in the Bachelor Project are: successful completion of the propaedeutic phase of the programme, completion of 40 EC of Year 2 courses, including *Methoden en Technieken van Politicologisch Onderzoek*, *Academische Vaardigheden: Onderzoeksontwerp* and any additional courses required by the instructor of the Bachelor Project (as specified in the prospectus).
  - b. Prerequisites for participation in the Bachelor Seminars are: successful completion of the propaedeutic phase of the programme and any additional courses required by the instructor of the Bachelor Seminar (as specified in the prospectus).
  - c. Prerequisites for participation in a research internship (curricular) are successful completion of the propaedeutic phase of the programme and obtained 40 EC of Year 2 courses, including *Methoden en Technieken van Politicologisch Onderzoek* and *Academische Vaardigheden: Onderzoeksontwerp*.
  - d. Prerequisites for application for exchange/study abroad are successful completion of the propaedeutic phase of the programme and a 7.0 GPA.

## Appendix 4c

### **Order of Examinations BSc Political Science: International Relations and Organisations**

During the first and second years of the programme, no specific order of examinations applies. For the third year, the following is applicable:

1.
  - a. Access to exams in the third year will be granted only after the successful completion of the propaedeutic phase of the BSc in Political Science of Leiden University.
  - b. The student can be allowed access to certain elements of the third year of the bachelor program before completion of the propaedeutic phase under certain circumstances:
    - a. Access is given only to exams for elective courses.
  - c. Exam results obtained during the time when the student did not comply with the entry requirements and for which the Board of Examiners has not given approval, will be considered void and cannot be added to the record of the student.
  
2.
  - a. Prerequisites for participation in the Bachelor Project are successful completion of the propaedeutic phase of the programme (first year) and 40 EC of Year 2 courses, including Research Methods in Political Science, Academic Skills: Research Design and any additional courses required by the instructor of the Bachelor Project (as specified in the prospectus).
  - b. Prerequisites for participation in the Bachelor Seminars are successful completion of the propaedeutic phase of the programme (first year) and any additional courses required by the instructor of the Bachelor Project (as specified in the prospectus).
  - c. Prerequisites for participation in a research internship (curricular) are successful completion of the propaedeutic phase of the programme and obtained 40 EC of Year 2 courses, including Research Methods in Political Science and Academic Skills: Research Design.

## **Appendix 4d**

### **Order of Examinations BSc Political Science: Internationale Betrekkingen en Organisaties (IBO)**

(Since 01/09/2018, the specialisation IBO is no longer offered; students who are already registered remain IBO students, but follow the courses of the specialisation Internationale Politiek (IP). Students who are not studying according to the nominal duration of study can draw up an adjusted study plan with the study adviser.)