Education and Examination Regulations
Master in Forensic Psychology
2015-2016

Contents

1. Education and Examination Regulations – Master in Forensic Psychology 2015-2016 5

Section 1	**General Conditions**	**5**
Article 1.1	Scope of the Regulations	5
Article 1.2	Definition	
Section 2	**Admission**	**6**
Article 2.1	Admission	6
Article 2.2	Admission requirements	6
Article 2.3	Language requirement with non-Dutch diplomas	8
Article 2.4	Capacity Limitations	8
Article 2.5	Board of Admission	8
Article 2.6	Times of Review for Admission	9
Section 3	**Content and Structure of the Programme**	**9**
Article 3.1	Purpose of the Study Programme	9
Article 3.2	Organisation of the Study Programme	9
Article 3.3	Language of Instruction	10
Article 3.4	Communication and Announcement of Decisions	10
Article 3.5	Study Load	10
Article 3.6	Composition of the Curriculum	10
Article 3.7	The Forensic Psychology Master's Examination	11
Section 4	**Education**	**12**
Article 4.1	Courses, composition, actual design	12
Article 4.2	Entrance requirements	12
Article 4.3	Course/Module registration	12
Section 5	**Assessment**	**12**
Article 5.1	General	12
Article 5.2	Grades	12
Article 5.3	Periods and Frequency of Exams	13
Article 5.4	Exam Registration and Deregistration	13
Article 5.5	Form of Exams	13
Article 5.6	Written papers and assignments	13
Article 5.7	Internship	14
Article 5.8	Attendance in Tutorial Group Meetings	14

Article 5.9	Determining and Publishing Results	14
Article 5.10	Right of Inspection	15
Article 5.11	Proof of Having Passed Courses/Modules	15
Article 5.12	Period of Validity	15
Article 5.13	Retention Period of Exams	15
Article 5.14	Exemptions	15
Article 5.15	Grade Point Average (GPA)	16
Article 5.16	Fraud	16
Article 5.17	Unsuitability (Judicium Abeundi)	16
Section 6	**Examination**	**17**
Article 6.1	Examination	17
Article 6.2	Degree	17
Article 6.3	Diploma and statements	17
Article 6.4	Right of appeal	18
Section 7	**Study Guidance**	**18**
Article 7.1	Study Progress Administration	18
Article 7.2	Study Mentoring	18
Article 7.3	Study Adviser	19
Section 8	**Transitional and Concluding Conditions**	**19**
Article 8.1	Amendments	19
Article 8.2	Publication	19
Article 8.3	Unforeseen Cases/Hardship Clause	19
Article 8.4	Date of coming into effect	19

2. Rules and Regulations for the examination of the study programme of the Master in Forensic Psychology 20

Article 1	Board of Examiners	20
Article 2	Examiners	20
Article 3	Proof of Having Passed a Course/Module	21
Article 4	Attendance Obligation	22
Article 5	Degree Completion Cum Laude	22
Article 6	Exemptions	22
Article 7	Reassessments/Resits	23
Article 8	Fraud, including plagiarism and fabricating and/or falsifying survey or interview answers or research data	23
Article 9	Implementation and Date of Taking Effect	24

3. Appendices with Rules and Regulations for the examination of the study programme of the Master in Forensic Psychology 25

Appendix 1 Language requirement with non-Dutch diplomas 25

Appendix 2 Regulations for the Research Proposal, Research Internship and Master's Thesis 25

Article 1 Research Proposal 25
Article 2 Research Internship 26
Article 3 Master's Thesis 26

Appendix 3 Regulations for the Clinical Internship and Clinical Activities Report 27

Article 1 Clinical Internship 27
Article 2 Clinical Activities Report 27

1. Education and Examination Regulations – Master in Forensic Psychology 2015-2016

Section 1 General Conditions

Education and Examination Regulations for the 2015/2016 academic year for the Forensic Psychology Master's study programme at the Faculty of Psychology and Neuroscience, as meant in article 7.13 of the Higher Education and Scientific Research Act (WHW).

Article 1.1 Scope of the Regulations

These regulations apply to the education, exams and examination of the full-time study programme of the Master in Forensic Psychology, hereinafter referred to as the study programme.
The study programme is offered by the Faculty of Psychology and Neuroscience, hereafter referred to as the Faculty. The Faculty is responsible for coordinating and administering the study programme.
The regulations have been established by the Faculty Board, following a recommendation from the Study Programme Committee and after consent was obtained from or after consultation with the Faculty Council. These regulations will take effect on 1 September 2015 for the 2015/2016 academic year.

Article 1.2 Definition

In these regulations the following is understood to be:

a.	The Act:	the Higher Education and Scientific Research Act (Wet ophet Hoger Onderwijs en Wetenschappelijk Onderzoek, WHW);
b.	Student:	he/she who is registered at Maastricht University, for thepurpose of attending the courses and/or taking the exams and the examination of the study programme;
c.	Academic year:	the period from 1 September of a calendar year up to and including 31 August of the following calendar year;
d.	Programme:	the master study programme as meant by article 1.1 consisting of a coherent set of programme components;
e.	Course/Module:	a study unit of the study programme as meant by the Act, including a practical training;
f.	Tutorial Group Meeting:	practical exercise, as meant by article 7.13 paragraph 2, sub d of the Act;

g.	Practical Training:	a module that provides practical exercise, as meant by article 7.13, paragraph 2, sub d of the Act;
h.	Exam:	the exam as part of the examination as meant by article 7.10 of the Act;
i.	Examination:	all of the formal requirements (a total of 120 European credits) of the study programme, including exams, papers, assignments, internships, theses, and other requirements as specified for each course or part of the education;
j.	Credit:	unit expressed in ECTS credits, with one study credit equalling 28 hours of study;
k.	Board of Examiners:	the board as meant by article 7.12 of the Act;
l.	Examiner:	the person, appointed by the Board of Examiners (article 7.12C of the Act), who is responsible for assessing student performance;
m.	Course Coordinator:	an examiner who is responsible for the content of a certain course, workshop, skills lab, or other part of the study programme;
n.	Faculty Board:	the Executive Board of the Faculty of Psychology and Neuroscience of Maastricht University as meant by article 9.12 of the Act;
o	Board of Admission:	the board responsible for judging the admissibility of the candidate to the programme;
p.	UM:	Maastricht University.

Other notations are to be understood in accordance with the meaning assigned to them by the Act.

Section 2 Admission

Article 2.1 Admission

Persons who meet the requirements referred to in article 2.2 are eligible for admission to the Forensic Master programme.

Article 2.2 Admission requirements

1. The following persons are eligible for admission to the Forensic Master programme:
   Persons who have obtained a Bachelor's degree in Psychology or Mental Health Science from one of the Dutch universities or a university Bachelor's diploma from an equivalent programme that meets similar achievement levels (obtained before the start of the study programme). The Bachelor's programme should include the following subjects relevant for the Master's programme:

- basic training in clinical interviewing skills;
- basic training in psychological testing;
- basic training in research methodology and statistical analysis;
- basic training in psychopathology;
- an excellent academic record.

2. The maximum number of persons who can be registered for the programme is 24.

3. The Board of Admission decides which students will be admitted to the programme. The admission and selection procedure aims to meet specific objectives to achieve the desired quality and success rate of students entering the programme. In principle, students are admitted to the Master's programme in Forensic Psychology on the basis of their knowledge and skill level, attitude and motivation relevant to the successful completion of a programme that embraces the scientist-practitioner model. The intention of the selection procedure is to optimise the chances that students will be able to complete the Master's programme within the time stipulated.

   Students who are still enrolled in the Bachelor's programme must include results of the Fall semester of the last year of the bachelor programme before their application will be considered.

   If the applicant meets the formal requirements and the requested portfolio is complete, the Board of Admission makes a first selection on the basis of the following information:
   - written motivation for the Master in Forensic Psychology;
   - curriculum vitae;
   - academic performance;
   - letters of recommendation.

   Selected students will be invited for an interview with the Board of Admission On the basis of the interview and an evaluation of all available information, the Board of Admission judges the knowledge and skills level, attitude and motivation relevant to the programme that embraces the scientist-practitioner model. The Board applies the following selection criteria:
   - motivation and ability to acquire knowledge in the area of forensic psychology;
   - motivation and ability to critically analyse the scientific research base in specific forensic domain;
   - attitude and communication skills necessary for a future career in forensic settings;
   - motivation and ability to further scientific and clinical developments in the forensic field;
   - openness to learning within an international student environment;
   - excellent command of English.

Article 2.3 Language requirement with non-Dutch diplomas

Persons with a non-Dutch diploma may only register:

a. if they have met the requirement concerning a sufficient command of English by passing one of the following language proficiency tests before the programme begins:
   - IELTS (International English Language Testing System): minimum score 6.5. and a minimum score of 6.0 on each part of the test;
   - TOEFL (Test of English as a foreign Language): minimum score 575 paper-based, 233 computer-based, or 90 internet-based;
   - A Cambridge certificate: CPE (Certificate of Proficiency in English) with grade A, B or C or CAE (Certificate in Advanced English) with grade A, B or C+;
   - Other recognised proof of English proficiency approved by the Board of Admission.
b. if they have been exempted from the language proficiency test referred to in **appendix 1** in the Rules and Regulations.

A copy of the official test results is required.

Article 2.4 Capacity Limitations

1. At least 2 months before the closing date published on the website, the Dean proposes the maximum number of students to be admitted to the Master's programme in Forensic Psychology.
2. The Board of Admissions ranks the applications submitted by the eligible candidates as meant in article 2.1.
3. The Board of Admission grants the requests for admission in accordance with the ranking they have established.

The Board of Admission is not bound to admit a minimum number of applicants to the Forensic Psychology Master's programme.

Article 2.5 Board of Admission

1. The Board of Admission of the Forensic Psychology Master's programme is delegated the authority to make judgements concerning admission to the programme and to supply proof of such admission. The Board of Admission consists of:
   a. A chair who can be a member of the Board of Examiners;
   b. A minimum of two Faculty members who are coordinators of courses in the programme and of which one can be a member of the Board of Examiners.
2. Appointment to the Board of Admission is made by the Dean, following advice of the Programme Board.

Article 2.6 Times of Review for Admission

1. The review for admission takes place twice a year.
2. A request for admission to the study programme must be submitted to the Board of Admission before:
   - 15 January 2015:
   - Application deadline for students who intend to apply for a Maastricht University Scholarship (only applicable for non-EU/EEA students);
   - Early bird application deadline (EU/EEA and non-EU/EEA);
   - Application deadline for EU/EEA students who intend to apply for a tuition fee waiver.
   - 1 April 2015:
   - Application deadline for all students (EU/EEA and non EU/EEA).
3. The Board of Admissions can in special cases deal with a request for admission even if it has been submitted after the closing date mentioned in paragraph 2.
4. The Board of Admissions decides on the request for admission within 6 weeks after the deadlines mentioned in article 2.6.2 and on the condition that the application is complete.

Section 3 Content and Structure of the Programme

Article 3.1 Purpose of the Study Programme

1. The purpose of the study programme is the following:
   - to provide an academic education within the context of the specific educational concept and profile of Maastricht University;
   - to provide in-depth knowledge and understanding of the student's specific academic field of choice;
   - to enable the acquisition of specialised knowledge, skills and insight in the field of Forensic Psychology;
   - to enable the student to prepare for a career in the field of Forensic Psychology.
2. There are sufficient elements in the study programme to enhance the further development of the academic formation of the student, in particular with regard to:
   - thinking and acting independently and scientifically;
   - communicating scientifically in English;
   - applying specialised scientific knowledge in a broader context.

Article 3.2 Organisation of the Study Programme

The study programme is offered on a full-time basis. The programme commences once a year in September.

Article 3.3 Language of Instruction

The education and assessment in the Forensic Master's study programme are conducted in English.

Article 3.4 Communication and Announcement of Decisions

1. The Faculty Board, the Board of Examiners and the examiners may use electronic communication devices like My UM, EleUM/Ask Psychology+, e-mail via UM-account for communications relating to the programme and exams.
2. The Faculty Board, the Board of Examiners and the examiners are allowed to use My UM, EleUM/Ask Psychology+, e-mail via UM-account to announce decisions.

Article 3.5 Study Load

The two-year study programme has a total study load of 120 European credits (60 credits each academic year), with each credit equalling 28 hours of study.

Article 3.6 Composition of the Curriculum

<table>
<tr><th>Period</th><th colspan="3">Master's in Forensic Psychology Year 1</th></tr>
<tr><td>Period 0</td><td colspan="3">Introduction week
Problem-Based Learning (training for non-UM Students*) (- credits)</td></tr>
<tr><td>Period 1</td><td>Perpetrators and Defendants (4 credits)</td><td>Eyewitnesses and Victims (4 credits)</td><td>Assessment Skills Lab I (4 credits)</td></tr>
<tr><td>Period 2a</td><td rowspan="3">Assessment Skills Lab II (4 credits)</td><td>Forensic Neuro-psychology (2 credits)</td><td rowspan="2">Experts and Their Decisions (4 credits)</td></tr>
<tr><td>Period 2b</td><td>Young Offenders (2 credits)</td></tr>
<tr><td>Period 3</td><td>Professional Ethics (2 credits)</td><td>Personality Disorders (4 credits)</td></tr>
<tr><td>Period 4</td><td>Deception and Malingering (4 credits)

Practical training: Assessment malingering 1

Assessment malingering 2</td><td>Criminal Law (4 credits)</td><td>Therapy Skills Lab (6 credits)</td></tr>
<tr><td>Period 5a</td><td rowspan="2">Psychotic Disorders (4 credits)</td><td>Sex Offenders (2 credits)

Practical training: SVR-20- Sex Offenders</td><td rowspan="2">Expert Witness Skills Lab (2 credits)</td></tr>
<tr><td>Period 5b</td><td>Psychopharmacology of Reward and Drugs of Abuse (2 credits)</td></tr>
</table>

Period 6	Applied Statistics for Forensic Psychologists (4 credits)	Research Proposal Workshop (2 credits)	

Period	Master's of Forensic Psychology Year 2
Period 1 – Period 6	Research Proposal (2 credits) Research Internship (28 credits)** Master's Thesis (10 credits): (total 40 credits) + Clinical Internship (16 credits) Clinical Activities Report (4 credits): (total 20 credits)

* Students who did not obtain their bachelor diploma at Maastricht University will have to pass a PBL training (- credits) before they start the master's programme. This training will take place in the week before the start of the master's programme. Students who fail this training will be admitted conditionally and will have to pass the training within 4 weeks after the start of the master's programme.

** The assessment of the practical part of the research internship will be divided in a graded part of 10 credits, and an ungraded part with the remaining credits. The grade will be registered for the graded part of the internship and will be included in the GPA (grade point average). The ungraded part of the internship will be marked as pass/fail. If the grade of the internship is 6.0 or higher, the ungraded part of the internship will be marked as 'pass', if the grade is 5.5 or lower, it will be marked as 'fail'.

A more detailed description of the components of the programme can be found in the web catalogue on www.maastrichtuniversity.nl

Article 3.7 The Forensic Psychology Master's Examination

The examination consists of the following parts:

1. the core courses, skills labs, workshop, master class and practical trainings pertaining to the Master in Forensic Psychology;
2. the tutorial group meetings pertaining to the courses as meant under paragraph 1;
3. the research proposal, the research internship, and the Master's thesis;
4. the clinical internship and the clinical activities report.

Section 4 Education

Article 4.1 Courses, composition, actual design

1. For the programme specialisations, courses/modules are given with the study load stated in article 3.6.
2. The educational programme includes 42 weeks per year.

Article 4.2 Entrance requirements

1. Students who did not obtain their bachelor diploma at Maastricht University will have to pass a PBL training (- credits) before they start the master's programme. This training will take place in the week before the start of the master's programme. Students who fail this training will be admitted conditionally and will have to pass the training within 4 weeks after the start of the master's programme.
2. The research internship and the clinical internship cannot be started until at least 60 credits have been attained during the programme.
3. If a student deviates from the sequencing as described under paragraph 1 and 2 without permission from the Board of Examiners, the result of the part in question can be declared invalid.

Article 4.3 Course/Module registration

The student may participate in a course/module after he/she has timely registered for it through My UM. Information and deadlines regarding registration of courses/modules and de-registration of courses/modules can be found on EleUM/Ask Psychology+.

Section 5 Assessment

Article 5.1 General

1. During a course, the student will be tested for academic training and the extent to which the student has sufficiently achieved the stated learning objectives.
2. The course manual describes the requirements that students have to fulfil to pass the course and the criteria on which the student is assessed.
3. The Rules of Procedure at Exams describe the assessment procedure. The rules of Procedures at Exams can be found on EleUM/Ask Psychology+.

Article 5.2 Grades

1. Grades are awarded on a scale of 0.0 to 10.0;
2. Grades for course exams and assessments are the scores rounded off to the nearest whole or half number:
   - Decimals < .25 or >= .75 will be rounded off to the nearest whole number;
   - Decimals >=.25 but <.75 will be rounded off to the nearest half number. A course exam or assessment is passed when a grade of 6.0 or higher is obtained.

Article 5.3 Periods and Frequency of Exams

1. Exams can be taken twice a year, one regular exam and one resit, at times determined by the Board of Examiners: i.e. once during or immediately following the period in which the relevant part was offered (regular exam) and once during the academic year (resit).
2. In special cases, the Board of Examiners can decide that an exam can be taken at a time different to that set in accordance with the previous paragraph.

Article 5.4 Exam Registration and Deregistration

The student may take an exam for a course/module after he/she has timely (been) registered for it through My UM. Information and deadlines regarding registration of exams and resits and de-registration of exams and resits can be found on EleUM/ AskPsychology+.

Article 5.5 Form of Exams

1. As a rule, exams are in written form. This includes exams done on a computer. A written exam can consist of open questions, an individual paper, an essay or a report. Part of an exam can also consist of a presentation. The Board of Examiners can in special circumstances allow another form of exam or weighing, in which case the Board of Examiners will establish the conditions under which this will take place.
2. A requirement for taking exams is compliance with the minimum requirements for participation in the group meetings as laid down in article 3 and 4 of the Rules and Regulations.
3. For written exams, students will not be admitted to an exam after the exam has started. One needs to be on time. During the last 30 minutes of an exam, students cannot leave the exam location until the exam time is officially finished.
4. During exams it is not allowed to make use of aids/devices, or have them within reach, which are mentioned in the rules of Procedures for Exams, unless explicitly stated on the exam.
5. The Board of Examiners has the authority to permit a different form of exam in special cases. The Board of Examiners shall notify the students about the different form of exam at least four weeks before the date on which the course/ module starts.
6. Students with a functional disability may request permission from the Board of Examiners to take the exams in a manner that is, as far as possible, adapted to their individual disability. The Board of Examiners can ask for expert advice before arriving at a decision.

Article 5.6 Written papers and assignments

The Board of Examiners can draw up guidelines for papers or other forms of assessment. These guidelines will be included in the prospectus or in the manual pertaining to the relevant part.

Article 5.7 Internship

Article 5.7.1 Research Internship

1. The Board of Examiners determines the requirements regarding the nature and content of a Research Internship in the internship regulations.
2. The Research Internship regulations are set out in **appendix 2** in the Rules and Regulations.
3. In order to ensure that the Research Internship proceeds smoothly, further guidelines have been drawn up, which can be found in the manual on internships. The manual can be downloaded from EleUM/Ask Psychology+.
4. A student can do a Research Internship only once during his/her programme of study. During the Research Internship the student will be supervised by the Faculty.

Article 5.7.2 Clinical Internship

1. The Board of Examiners determines the criteria regarding the nature and content of the Clinical Internship in the internship regulations.
2. The Clinical Internship regulations are set out in **appendix 3** in the Rules and Regulations.
3. In order to ensure that the Clinical Internship proceeds smoothly, further guidelines have been drawn up, which can be found in the manual on Clinical Internships. The manual can be downloaded from EleUM/Ask Psychology+.
4. A student can do a Clinical Internship only once during his/her programme of study. During the Clinical Internship the student will be supervised by the Faculty.

Article 5.8 Attendance in Tutorial Group Meetings

1. The Board of Examiners lays down the minimum of tutorial and practical group meetings a student is required to attend in the Rules and Regulations and determines how the actual attendance of each student in the education is registered.
2. If attendance has been met in a given academic year, this will be valid for the remainder of the study, even if the exam is not passed in that year.

Article 5.9 Determining and Publishing Results

1. The Board of Examiners determines the norms for the exam of each part of the examination.
2. The examiner determines the result of a written exam within 15 working days after the day on which the exam took place, and provides the education office with the information needed for publishing the result to the student.
3. When the result of a written exam is announced, it will be indicated on EleUM/Ask Psychology+ how the student can review the exam and file an appeal as referred to in article 6.4.
4. With respect to an exam that has been administered in a different way than in writing, the Board of Examiners determines the way and period in which the result will be announced.

Article 5.10 Right of Review

1. Within 10 working days of the date on which the result of a written exam, including a computer-based exam, is announced, students may review their exam.
2. Within the period referred to in paragraph 1, interested students are allowed to review their own exam results and may, upon request, inspect the questions and assignments for a written exam and, if possible, the standards based on which the exam was assessed.

Article 5.11 Proof of Having Passed Courses/Modules

Once a student has taken part in a sufficient number of tutorial group meetings and has successfully completed the exam and any specifically associated practical training, this will count as proof of having passed the relevant course. The proof will be obtained after an examiner has declared that the requirements for that part of the examination have been complied with. A condition for obtaining proof of having passed a part is that the student has complied with the admission requirements for the relevant part of the examination. The Board of Examiners can revoke the decision of the examiner if the admission requirements have not been complied with.

Article 5.12 Period of Validity

1. As a rule, the period of validity of exams is unlimited. However, by way of exception, the Board of Examiners may impose an additional or substitute exam for a part that was passed more than 6 years ago.
2. Sub-exams and assignments that were passed within a course/module which was not passed, can lose their validity after the academic year in which they were passed unless the Board of Examiners states otherwise.

Article 5.13 Retention Period of Exams

1. Assignments, results and assessments of written exams will be saved 2 years after the exam results have been determined.
2. Theses and the assessment of theses will be saved at least 7 years after the thesis has been assessed.

Article 5.14 Exemptions

The Board of Examiners can, at the request of a student, grant exemption from taking a exam or other assessment, if the student provides satisfactory written proof that he/she:

1. has already successfully completed a similar part at a university that is equivalent in content and level;
2. possesses sufficient knowledge and skill in relation to the relevant exam by way of work, or professional experience.

The following restrictions apply:

1. In the Forensic Master's programme, a maximum of 20 credits may be exempted. Only core courses, practical training, skills labs, workshop and master class may be exempted.
2. The Board of Examiners will not grant any exemption based on exams passed by a student outside the programme during the period in which the student was barred from taking exams for the programme by the Board of Examiners because of fraud.

Article 5.15 Grade Point Average (GPA)

1. A weighted average score (GPA) is calculated for all parts of the examination, which are assessed on a ten-point scale. Scores will be weighted according to the number of course credits (see also article 3.6).
2. On a provisional transcript, the GPA can also include an insufficient grade.
3. On a provisional transcript, an exam that has not been taken will not be included in the GPA. In that case the number of credits obtained will be reported in relation to the number of credits that could have been obtained in the form of a progress rate.

Article 5.16 Fraud

1. Fraud, including plagiarism, is understood as a student's act or failure to act that makes it partially or fully impossible to correctly assess his/her knowledge, insight and skills.
2. Plagiarism is understood as the presentation of one's own or other people's ideas or words without adequate reference to the source.
3. If the Board of Examiners establishes that a student has committed fraud in an exam or exam component, it may impose suitable measures.
4. In serious cases of fraud, the Board of Examiners can propose to UM's Executive Board that the student(s) concerned be permanently deregistered from the programme.
5. The Rules and Regulations further detail what is understood as fraud and what measures can be imposed by the Board of Examiners.

Article 5.17 Unsuitability (Judicium Abeundi)

1. In exceptional circumstances and after carefully weighing the interests at stake, the Board of Examiners may, stating reasons, ask the Dean to request that the Executive Board terminates or denies a student's registration for a programme if, through his/her conduct or statements, the student shows that he/she is unsuitable to practice one or more professions for which the programme he/she is enrolled in, is training him/her for, or is unsuitable for the practical preparation for the profession.
2. If the Dean of the Faculty is asked by the Executive Board for a recommendation on a proposed termination or denial of registration based on the reasons stated in paragraph 1, the Dean will in turn ask for a recommendation from the Board of Examiners. The recommendation to the Dean will be supported by reasons.

Section 6 Examination

Article 6.1 Examination

1. The Board of Examiners determines the result of the examination and grants the diploma as meant in art. 6.3 as soon as the student has fulfilled all the requirements of the examination programme.
2. Before determining the result of the examination, the Board of Examiners can decide to examine the student's knowledge with respect to one or more parts of the study programme, should the results of the relevant exam give reason for this.
3. To pass the examination, the student must have passed all components as defined in article 3.7.
4. To pass the examination and receive the certificate, the student must also have been registered for the programme during the period that the exams were taken, the student was supervised or work of the student was assessed.
5. A certificate may only be issued after it has been shown that the student has satisfied all the obligations, including paying the tuition fees.
6. The last day of the month in which the student fulfilled all the examination requirements will be considered the examination date (graduation date).
7. Students who have passed the examination and who are entitled to the issuance of a certificate may, stating reasons, ask the Board of Examiners not to do this yet. This request must be submitted at least one month before the final assignment is turned in or the final exam is taken.
   The board of examiners in any event grants the request in the academic year 2015-2016:
   - If the student has held/will hold a board position for which a financial support from the "Profileringsfonds" was/will be granted for at least nine months or a Student Introduction Committee ('INKOM') board position.

Article 6.2 Degree

He/she who has passed the examination successfully will be awarded the degree of "Master of Science" and will receive the diploma belonging to the Forensic Psychology Master's examination as proof of this.

Article 6.3 Diploma and statements

1. As proof that the assessment was successfully completed, the Board of Examiners issues a diploma, after it has been stated by or on behalf of UM's Executive Board that the procedural requirements for receiving the diploma have been met. The diploma is based on the model that UM's Executive Board has adopted.
2. The diploma issued as a result of having passed the examination successfully will contain:
   a. the name of the institution;
   b. the name of the study programme;

c. the degree awarded;
d. the date on which the programme was most recently accredited or was subjected to the new programme test.

3. Students who are entitled to a diploma may, stating reasons, ask the Board of Examiners not to issue this yet.
4. The diploma will be signed by the Chair of the Board of Examiners and the Dean of the Faculty.
5. The diploma is awarded in public, unless the Board of Examiners decides otherwise, in special cases.
6. The certificate includes a list of the examination components.
7. An English diploma supplement will be issued with the diploma as referred to in article 7.11 paragraph 4 of the Act. This diploma supplement is based on the model adopted by UM's Executive Board, and is in compliance with the agreed European standard format.
8. The Board of Examiners can award the diploma with the qualification of 'Cum Laude' in accordance with the Rules and Regulations for the Forensic Psychology Master's Examination.
9. Students who have passed more than one exam and who cannot be issued a certificate will, upon request, receive a statement issued by the Board of Examiners, which at least indicates the exams that they passed.

Article 6.4 Right of appeal

Within 6 weeks after a decision has been announced by an examiner or the Board of Examiners a person concerned can file an appeal against this decision with the Complaint Service Point of the UM. The appeal needs to be signed and dated and needs to bear the name and address of the petitioner, as well as the grounds for appeal and, if possible, a copy of the decision against which the appeal is lodged.

Section 7 Study Guidance

Article 7.1 Study Progress Administration

1. The Faculty registers the individual study results of the students in such a way that they can be consulted by the students via My UM.
2. To each student, the Faculty points out at least once a year (preferably in May) to check his/her overview of the study results obtained by him/her.

Article 7.2 Study Mentoring

The Faculty organises an introductory programme and assigns a Faculty mentor to each student enrolled in the study programme. The mentor guides the learning process and supervises the personal growth of the student. Close monitoring of student performance and progression will help ensure that students complete the study programme on schedule.

Article 7.3 Study Adviser

Students of the master's programme in Forensic Psychology may consult a study adviser of the Faculty at any time to discuss academic or personal problems. Study advisers are not members of the teaching staff of the master's programme in Forensic Psychology and can provide impartial advice and referrals, as appropriate, to students seeking solutions for such problems.

Section 8 Transitional and Concluding Conditions

Article 8.1 Amendments

1. Amendments in these regulations will be determined by special decision of the Faculty Board following a recommendation of the study programme commission and after permission is obtained from or after consultation with the Faculty Council.
2. An amendment in these regulations does not apply to the current academic year, unless the interests of the students are not adversely affected by it.
3. Furthermore, an amendment cannot be to the detriment of students by affecting any other decision that has been taken by the Board of Examiners on the basis of the original regulations.

Article 8.2 Publication

1. The Faculty Board sees to the proper publication of this regulation, of the Rules and Regulations that have been determined by the Board of Examiners, and also of any changes in these, by, for example, placing a notice on the Faculty website/EleUM/ Ask Psychology.
2. Interested persons can obtain a copy of the documents referred to in paragraph 1 from the education office.

Article 8.3 Unforeseen Cases/Hardship Clause

1. The Board of Examiners decides in cases which have not been foreseen by these Regulations.
2. The Board of Examiners has the right to deviate from these regulations in individual cases, if a strict adherence will, in its opinion, result in an unfair outcome for the individual, in view of the special circumstances.

Article 8.4 Date of coming into effect

These regulations will come into force on 1 September 2015 and will be effective for the 2015/2016 academic year.

Adopted by the Faculty Board on 26 May 2015.

2. Rules and Regulations for the examination of the study programme of the Master in Forensic Psychology

Article 1 Board of Examiners

The Board of Examiners sees to the execution of the regulation for the Forensic Psychology Master's Examination and its parts, taking into account the Act and the education and examination regulations concerning the organisation and scope of the examinations of the study programme of the Master in Forensic Psychology of the Faculty of Psychology and Neuroscience. The Board of Examiners will designate examiners to conduct the interim examinations. In particular cases the Board of Examiners can annul decisions taken by the examiners, when, e.g. a student has not complied with the admission requirements for a part of the examination which he/she has taken.

Article 2 Examiners

1. Academic staff who are appointed coordinator of a teaching component/course/module, also have, as the responsible examiner, final responsibility for the examination of that teaching component/course/module.
2. Academic staff who are teaching in a teaching component/course/module, are authorised to act as executive examiner/assessor, meaning that they can, under the final responsibility of the course coordinator, construct, correct and assess exam questions, correct and assess papers and assignments, and assess presentations.
3. The Board of Examiners can appoint other members of the academic staff and experts from outside the programmes as executive or responsible examiner.
4. Experts from outside the Faculty cannot act as (executive) assessor unless the Board of Examiners has approved a reasoned request by the relevant director of studies.
5. The Board of Examiners can revoke the appointment as examiner if the examiner does not act in accordance with the law and regulations or guidelines of the Board of Examiners, or if the examiner has repeatedly shown a lack of competence in the area of examining (constructing, administering, assessing).
6. At least one of the two examiners of a research internship and master's thesis must have a PhD degree and be a member of the Faculty's academic staff. The internship coordinator is the person responsible for ensuring these requirements are met.

Article 3 Proof of Having Passed a Course/Module

1. Core Courses

A student can have a core course registered as passed if the following requirements have been met:

a. A minimum of 70% attendance at the tutorial group meetings. A student who arrives more than 10 minutes after the official starting time of the meeting shall be considered not to have attended. For admission to the course exam, a student must have attended a minimum of 70% of the tutorial groups per course;
b. A satisfactory assessment for the practical training, if applicable. A student who arrives more than 10 minutes after the official starting time of the practical training shall be considered not to have attended;
c. At least sufficient grades for the final course exam. A course exam is passed when a grade of 6.0 or higher has been obtained.

2. Skills Labs

A student can have a skills lab registered as having been passed if the following requirements have been met:

a. Attendance of 100% of the skills lab sessions. A student who arrives more than 10 minutes after the official starting time of the meeting shall be considered not to have attended. If a student has not complied with the attendance obligation, he/she will get one chance per academic year to make up for the missed meetings;
b. Timely and satisfactory completion of the required assignments;
c. At least sufficient grades for the final assessment. A skills lab is passed when a grade of 6.0 or higher has been obtained.

3. Workshop

A student can have a workshop registered as having been passed if the following requirements have been met:

a. Attendance of 100% of the workshop meetings. A student who arrives more than 10 minutes after the official starting time of the meeting shall be considered not to have attended. If a student has not complied with the attendance obligation, he/she will be able to apply for a compensatory assignment;
b. At least sufficient grades for the Research Proposal Workshop. The workshop is passed when a grade of 6.0 or higher has been obtained.

4. Master Class

A student can have the master class registered as having been passed if the following requirements have been met:

a. Registered attendance of 100% of the meetings. A student who arrives more than 10 minutes after the official starting time of the meeting shall be considered not to have attended. If a student has not complied with the attendance obligation but has not missed more than one meeting, he/she will be able to apply for a compensatory assignment;
b. Timely and satisfactory completion of the required assignments.

Article 4 Attendance Obligation

1. Where attendance of at least 70% of meetings is mandatory, the following applies:
   - of a total of 18 meetings: at least 13 meetings;
   - of a total of 16 or 17 meetings: at least 12 meetings;
   - of a total of 15 meetings: at least 11 meetings;
   - of a total of 13 or 14 meetings: at least 10 meetings;
   - of a total of 12 meetings: at least 9 meetings;
   - of a total of 11 meetings: at least 8 meetings;
   - of a total of 9 or 10 meetings: at least 7 meetings;
   - of a total of 8 meetings: at least 6 meetings;
   - of a total of 6 or 7 meetings: at least 5 meetings;
   - of a total of 5 meetings: at least 4 meetings;
   - In the case of 4 or fewer meetings there is an attendance obligation of 100%.
2. Attendance will be registered on a form, which is transmitted to the education office at the end of the course, workshop, master class, skills lab or training.
3. If a student has not complied with the attendance obligation, the relevant course will not be registered as having been passed.
4. If attendance has been met in a given academic year, this will be valid for the remainder of the study, even if the exam is not passed in that year.

Article 5 Degree Completion Cum Laude

Degree completion Cum Laude is attached to the examination of the Master in Forensic Psychology, if each of the following requirements has been met:

a. A weighted grade point average (GPA) of at least 8.50 for all parts of the master's examination that are assessed on a ten point scale. Furthermore, all exams must be passed on the first attempt.
b. Weighting of course grades occurs according to the credits obtained in each course (see also article 3.6)
c. A score of at least 8.0 for the master's thesis.
d. All courses/modules (except the internship) need to be passed within two years after the student started the Master in Forensic Psychology. The Board of Examiners can, in exceptional circumstances, deviate from this.

Article 6 Exemptions

1. Request for exemption from taking an exam or undergoing another part of the examination on the strength of what has been determined by the Act will be submitted to the Board of Examiners. Written proof must be submitted to support the request.
2. The Board of Examiners makes a substantiated decision within four weeks after having received the request. The Board of Examiners is entitled to extend this period of four weeks by a further period of four weeks. The student will be informed of the Board of Examiners' decision in writing.

Article 7 Reassessments/Resits

The following reassessment/resit arrangements apply to students who have not passed a part of the examination of the Master in Forensic Psychology. The relevant resits are available only to students who have complied with the attendance requirement.

1. **Core Courses**
   The student who fails a course exam will get one other opportunity to resit that exam per academic year. If a student passes the initial exam he/she cannot resit the exam. In the case of a resit the highest grade counts.

2. **Skills Labs, Workshop and Master Class**
   Students who fail an assignment or task will have to complete a reassessment in the same academic year.

3. **Papers**
   There will be one chance to redo papers (including the master's thesis and clinical activities report) per academic year. This will consist of rewriting the relevant paper. A paper can be rewritten only when it has been turned in before the deadline and a serious attempt had been made, but has failed.

Article 8 Fraud, including plagiarism and fabricating and/or falsifying survey or interview answers or research data

1. The Board of Examiners may impose one of the disciplinary measures set down in paragraph 5 of this article if it establishes that a student, in any exam or exam component:
   a. has had any unauthorised aids/devices at his or her disposal, or has used unauthorised aids and/or (communication) devices as mentioned in the rules of Procedures for Exams.
   b. has communicated or tried to communicate with another student, either verbally or through gesture, without permission from an invigilator, examiner, or Board of Examiners member;
   c. has copied or attempted to copy from another student, or has provided the opportunity to copy;
   d. has posed as someone else or let someone else pose as him/her;
   e. has deliberately misled or at least attempted to mislead, provided the opportunity to mislead an invigilator, an examiner, a corrector or the Board of Examiners with respect to the exam.
2. The Board of Examiners may impose one of the disciplinary measures set down in paragraph 5 of this article if it establishes that a student has committed plagiarism in any exam, part or component, including:
   a. using or copying his/her personal or other people's texts, data, ideas or thoughts without adequate reference to the source;
   b. presenting the structure or central body of thought from others without adequate reference to the source and thus passing it off as his/her own;

c. not clearly indicating in the text, for example via quotation marks or a certain layout, that verbatim or nearly verbatim quotes have been used;
d. paraphrasing the content of his/her own or other people's texts without adequate reference to the source;
e. copying video, audio or exam material, software and programme codes from others without adequate reference to the source and thus passing it off as his/her own;
f. copying work from other students and thus passing it off as his/her own;
g. submitting work or assignments acquired from or written by a third party (whether or not for payment) and thus passing them off as his/her own.

3. The Board of Examiners may impose one of the disciplinary measures set down in paragraph 5 of this article if it establishes that a student has fabricated and/or falsified survey or interview answers or research data.
4. If the Board of Examiners establishes that a student has committed fraud in any other way in any exam or exam component, it can impose a measure set down in paragraph 5.
5. In the cases referred to in paragraphs 1, 2, 3 and 4 the Board of Examiners can declare the results of the relevant exam or part in question invalid, as well as impose the following disciplinary measures:
   - a reprimand;
   - exclusion from participation or further participation in one or more exams in the programme for a period of at most one year.
6. In serious cases of fraud, the Board of Examiners can propose to UM's Executive Board that the student(s) concerned be permanently deregistered from the programme.
7. Before the Board of Examiners imposes an appropriate disciplinary measure, or makes a proposal to the Executive Board, the student in question is given the opportunity to be heard.
8. If fraud is established, this is included in the student's dossier.
9. If, after investigation, it is ultimately determined that the student concerned did not commit fraud, the names will be removed from the correspondence about the alleged fraud and the correspondence will not be included in the student's dossier.
10. The Board of Examiners does not grant exemptions on the grounds of study results obtained elsewhere while the student was excluded from participating in the programme's exams because of the fraud committed.

Article 9 Implementation and Date of Taking Effect

1. The Board of Examiners makes decisions in all cases that have not been foreseen by the Rules and Regulations.
2. These Rules and Regulations take effect in the academic year 2015-2016

Thus enacted by the Board of Examiners at its meeting of 23 April 2015.

3. Appendices with Rules and Regulations for the examination of the study programme of the Master in Forensic Psychology

Appendix 1 Language requirement with non-Dutch diplomas

Persons holding one of the following diplomas are exempted from the language proficiency test (English) referred to in article 2.3:

- a diploma issued in a country in which English is the official language of communication and instruction (Australia, Canada, Ireland, New Zealand, United Kingdom or United States);
- an International Baccalaureate Diploma or European Baccalaureate Diploma (taught in English);
- a diploma of a Bachelor's programme taught entirely in English at a University in the EU/EEA;
- a diploma of a Bachelor's programme issued at a University in the Netherlands.

Appendix 2 Regulations for the Research Proposal, Research Internship and Master's Thesis

Article 1 Research Proposal

1. A research proposal is an independently written proposal concerning research that the student intends to conduct during his/her internship.
2. The research proposal consists of the following parts:
   - a brief theoretical background of the research;
   - the question posed by the research;
   - a description of the research plan;
   - a description of the research methods that will be applied;
   - a description of the techniques that will be used for processing and analysing the data;
   - a timetable.
3. Guidelines for the format and length of the research proposal can be found in the Research Internship Manual.
4. The assessment is done by two assessors. They are:
   a. two senior staff members of the Faculty if the internship is done internally (a supervisor from the Faculty and a second assessor), or
   b. the external supervisor and the supervisor from the Faculty if the internship is done outside the Faculty.
5. The research proposal must be submitted within 4 weeks of commencing the research internship.
6. Before the student can commence research activities, formal permission for the study must have been obtained from the appropriate Ethics Commission/ Institutional Review Board.

Article 2 Research Internship

1. A student is required to do a research internship and Master's thesis at the conclusion of his/her study programme. If applicable, the clinical internship and clinical activities report can be done before, after, or together with the research internship.
2. The student must notify the education office about the internship at least one month before the start of the internship by means of a research internship notification form. The Board of Examiners checks whether the student has complied with the requirements in article 4.2 of the Education and Examination Regulations.
3. An internship agreement is drawn up for the internship, in which a number of arrangements are set out between the institution where the internship takes place, the supervisor from the Faculty and the student. A copy of this agreement is sent to the education office at least one month before the internship starts.
4. The student will be supervised during the internship by a supervisor from the Faculty and a supervisor from the institution where the internship takes place (internship supervisor). The task of the supervisor from the Faculty and/or the internship supervisor consists of advising the student in matters of content with respect to the internship activities and the reporting of these in a master's thesis (see appendix 2: article 3). In addition, the supervisor from the Faculty is the contact person with the institution where the internship takes place.
5. The internship is registered as having been completed successfully by the internship supervisor or the supervisor from the Faculty on an assessment form, which is sent to the education office.
6. The final grade for the practical part of the research internship needs to be at least 6.0.

Article 3 Master's Thesis

1. A master's thesis is an independently written report of the research that has been conducted during the research internship.
2. The Master's thesis is an individually written piece of work.
3. The Master's thesis is assessed on several criteria. The final grade for the thesis, based on these criteria, needs to be at least 6.0.
4. Guidelines for the format and length of the Master's thesis can be found in the Research Internship Manual.
5. The student needs to send the final version of the Master's thesis to an e-mail address that is published on EleUM/Ask Psychology+. The student needs to send this final version of the Master's thesis also to the internship supervisor/ supervisor from the Faculty and to the supervisor from the Faculty/second assessor. Assessment forms have to be filled in and signed by both supervisors, and have to be send back to the education office within 20 working days. The education office keeps the electronic version of the Master's thesis for filing.
6. If the Master's thesis is awarded insufficient grades, the Regulation for Reassessment of Papers, article 7, paragraph 3 of the Rules and Regulations for the Forensic Psychology Master's examination of the study programme apply.

7. The Master's thesis is graded (the average of the scores given by the first and the second assessor). Both scores must be at least 6.0 and the difference between the grades may not be more than 2 points.

Appendix 3 Regulations for the Clinical Internship and Clinical Activities Report

Article 1 Clinical Internship

1. Students are required to complete a clinical internship of 13 weeks or the equivalent of 520 hours (including clinical activities report).
2. The student notifies the education office about the internship at least one month before the start of the internship by means of a clinical internship notification form. The Board of Examiners checks whether the student has complied with the requirements in article 4.2 of the Education and Examination Regulations.
3. An internship agreement is drawn up for the internship in which a number of arrangements are set out between the institution where the internship takes place, the clinical internship coordinator from the Faculty and the student. A copy of this agreement is sent to the education office at least one month before the internship starts.
4. The student will be supervised during the internship by a supervisor from the Faculty and a supervisor from the institution where the internship takes place (internship supervisor). The task of the internship supervisor from the institution is to guide and monitor the student's clinical activities. The supervisor from the Faculty advises the student concerning the conduct and reporting of research for the clinical activities report (see appendix 3, article 2, clinical activities report) and is the contact person with the institution where the internship takes place.
5. The internship is registered as having been completed successfully when the clinical internship coordinator has approved the student's clinical activities report, has received a satisfactory assessment of the internship performance from the supervisor from the institution, and has sent the relevant assessment form to the education office.

Article 2 Clinical Activities Report

1. All students are required to write a clinical activities report.
2. The clinical activities report is an independently written report, including a general section, based mainly on a literature review, and sections specific to the internship activities and the institution where these are carried out (see Clinical Internship Manual for specific information).
3. The clinical activities report is assessed on the following aspects: scientific content, argumentation, form and internship activities. The final grade for the clinical activities report needs to be at least 6.0.
4. The student needs to send the final version of the clinical activities report to an e-mail address that is published on EleUM/Ask Psychology+. The student needs to send this final version of the clinical activities report also to the internship

supervisor/supervisor from the Faculty. Assessment forms have to be filled in and signed by the supervisor, and have to be sent back to the education office within 20 working days. The education office keeps the electronic version of the clinical activities report for filing.

5. If the clinical activities report is awarded insufficient grades, the Regulation for Reassessments of Papers, article 7, paragraph 3 of the Rules and Regulations for the Forensic Psychology Master's Examination of the study programme applies.
6. The clinical activities report is graded by the clinical internship supervisor/ assessor at Maastricht University.