



Universiteit Leiden

# Course and Examination Regulations

**Master of Laws programme 2022-2023**

**specialisations among others:**

**European Law**

**Public International Law**

Valid from 1 September 2022

These course and examination regulations [*Onderwijs- en examenregeling (OER)*] have been drawn up in accordance with the Dutch Higher Education and Research Act (henceforth the Act) [*Wet op het hoger onderwijs en wetenschappelijk onderzoek (WHW)*] and the following Leiden University regulations:

- the Leiden Register of Study Programmes Framework Document [*het Kaderdocument Leidse Register Opleidingen*];
- the Academic Calendar [*de universitaire jaarindeling*];
- the Regulations for Student Registration, Tuition Fees and Examination Fees [*regeling inschrijving*], and;
- the Regulations for Admission to Master's Programmes [*regeling toelating masteropleidingen*].

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.

Due to the COVID-19 crisis, the Faculty Board reserves the right to derogate from the provisions in these course and examination regulations should circumstances so require.

## Contents

1. General provisions
2. Description of the programme
3. Curriculum
4. (Course) Examinations, final examinations, further education
5. Admission to the programme
6. Student Counselling and Study Advice
7. Evaluation of the programme
8. Final provisions

Appendices – Enrolment protocol: <https://inschrijfprotocol.universiteitleiden.nl/>

Prospectus: <https://studiegids.leidenuniv.nl>

## Chapter 1 – General provisions

### Article 1.1 Scope of the regulations

These regulations apply to the courses and examinations of the so-called ‘regular Master of Laws programme, hereinafter referred to as ‘the programme’.

The programme is instituted in the Faculty of Law (hereinafter referred to as: the faculty) of Leiden University, known internationally as the Leiden Law School. The programme is taught in Leiden and sometimes in The Hague.

### Article 1.2 Definitions

In these regulations the following definitions apply:

- a. Board of Admissions: the Board established by the Faculty Board that has the duty of determining, with the application of the entry requirements referred to in Article 7.30b, (1) and (3) of the Act and the University Regulations for Admission to Master's Programmes, which applicants can be admitted to this Master's programme;<sup>1</sup>
- b. 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;
- c. 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;
- d. 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;
- e. degree classification: further degree classification by the Board of Examiners;
- f. digital teaching environment: a digital environment, such as Brightspace, in which students can work together, communicate and learn;
- g. EC(TS): European Credit (Transfer System);
- h. Education Administration Office: the office in the faculty where students can go for information and to register for courses (education information centre, service desk, (Faculty of Law));
- i. Prospectus: the digital prospectus containing specific and binding information about the programme: <https://studiegids.universiteitleiden.nl/>; the Prospectus constitutes an integral part of these regulations, as an appendix;
- j. enrolment protocol: the enrolment protocol containing specific and binding information concerning enrolment in components, examinations, and final examinations, established by the Executive Board (<https://inschrijfprotocol.universiteitleiden.nl/>). The enrolment protocol constitutes an integral part of these regulations, and is included as an appendix.
- k. examination (*tentamen*): an inspection of the knowledge, understanding and skills of the student with respect to a particular component, and an assessment thereof (in

---

<sup>1</sup> The Board of Admissions acts under the responsibility of and on behalf of the Faculty Board, cf. art. (5.0-)5.2.

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 examination and final examinations;<sup>2</sup>

- l. examiner: the person appointed by the Board of Examiners to conduct examinations, in accordance with section 7.12c of the Act;
- m. final examination (examen): the aggregate of examinations [*tentamens*] linked to all components of the programme, including, when the Board of Examiners has so decided, an additional examination assessed by the board, as referred to in Article 7.10 (2) of the Act;
- n. first/second reader: the first or second examiner to read and assess the thesis/final paper/final report/final programme assignment. The first reader/reviewer is also the supervisor.
- o. language of instruction: the language of a programme, in which lectures and tutorials are given and examinations and final examinations are held;
- p. 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;
- q. level: the level of a component according to the abstract structure as defined in the Leiden Register of Study Programmes Framework Document,<sup>3</sup>
- r. nominal duration of study: the study load in years of study as established in the Central Register of Higher Education Programmes;
- s. 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;
- t. 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

---

<sup>2</sup> Please refer to the document 'Examination Rules and Regulations master's degree programmes Leiden Law School', available via <https://www.student.universiteitleiden.nl/en/organisation/rules-and-regulations/faculty-and-study-regulations/faculty-and-study-regulations/law/public-international-law-llm?cd=public-international-law-llm&cf=law#tab-2>.

<sup>3</sup> The Leiden Register of Study Programmes Framework Document can be found at <https://www.staff.universiteitleiden.nl/education/profiling/degree-programmes/leids-register-educations/service-units/administration-and-central-services?cf=service-units&cd=administration-and-central-services>.

- participating in another educational activity aimed at acquiring particular skills;
- u. programme: the programme to which these Course and Examination Regulations relate: a coherent set of (course) 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. Prospectus: the digital prospectus containing specific and binding information about the programme, <https://studiegids.universiteitleiden.nl/en>. The Prospectus constitutes an integral part of these regulations, as an appendix;
- w. reader, first/second: the first or second examiner to read and assess the thesis. The first reader/reviewer is also the supervisor;
- x. student: a person enrolled at Leiden University in order to follow the courses, and/or sit the examinations and final examinations of the programme;
- y. the Act: the Higher Education and Research Act [*Wet op het hoger onderwijs en wetenschappelijk onderzoek*; WHW];
- z. thesis: final exercise in one of the assessment forms as indicated under o [practical assignment], constituting a (course) component;
- aa. working day: Monday to Friday, excluding public holidays and the compulsory closure days specified by the Executive Board;

Any other terms have the meaning as given 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<sup>4</sup> is applicable. 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 lecturers 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>5</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<sup>6</sup> are also applicable. 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.
- 1.3.4 The Faculty Code of Conduct also applies to the teaching in the study programmes.

---

<sup>4</sup> To be found on the website: <https://www.organisatiegids.universiteitleiden.nl/en/regulations/general/code-of-conduct-on-standards-of-behaviour>.

<sup>5</sup> *Gedragcode onderwijs op afstand*.

<sup>6</sup> To be found on the website: <https://www.organisatiegids.universiteitleiden.nl/en/regulations/general/regulations-on-ict-and-internet-use>.

## Chapter 2 – Description of the programme

### Article 2.1 Objectives of the programme

The programme has the following objectives:

- Further specialisation of knowledge in relation to the bachelor's programme, through a deepening of academic knowledge, where education and research are closely intertwined;
- Preparation for an academic career, by providing qualifications to carry out independent academic research;
- Preparation for a career in public or private enterprise, by providing qualifications to identify and solve complex questions in a professional field for which the degree programme is either required or of good use.

### Article 2.2 Specialisations

The programme offers the following nine specialisations:

- Civiel recht [Civil Law] (offered in Dutch)
- Ondernemingsrecht [Company Law] (offered in Dutch)
- Staats- en bestuursrecht [Constitutional and Administrative Law] (offered in Dutch)
- Straf- en strafprocesrecht [Criminal Law] (offered in Dutch)
- European Law (offered in English)
- Financieel recht [Financial Law] (offered in Dutch)
- Encyclopedie en filosofie van het recht [Jurisprudence and Philosophy of Law] (offered in Dutch)
- Public International Law (offered in English)
- Arbeidsrecht [Labour Law] (offered in Dutch)

### Article 2.3 Learning outcomes

Graduates of the programme will have achieved the following learning outcomes (achievement levels) listed according to the Dublin descriptors: 'Knowledge and understanding', 'Applying knowledge and understanding', 'Judgement', 'Communication' and 'Learning skills'.

#### Dublin descriptors

Knowledge and understanding	The master has demonstrated knowledge and understanding that is founded upon and extends and/or enhances that typically associated with Bachelor's level, and that provides a basis or opportunity for originality in developing and/or applying ideas, often within a research context;
Applying knowledge and understanding	The master can apply their knowledge, understanding and problem-solving abilities in new or unfamiliar environments within broader (or multidisciplinary) contexts related to the field of study;
Judgement	The master has the ability to integrate knowledge and handle complexity, and formulate judgements with incomplete or limited information, but that include reflecting on social and

	ethical responsibilities linked to the application of their knowledge and judgements;
Communication	The master can communicate his conclusions, and the knowledge and rationale underpinning these, to specialist and non-specialist audiences clearly and unambiguously;
Learning skills	The master has the learning skills to allow him to continue to study in a manner that may be largely self-directed or autonomous.

## Learning outcomes

### *Knowledge and understanding*

1. The graduate has a thorough knowledge of and insight into the prevailing law and the foundations and context thereof, as well as the underlying coherence of the relevant legal sources. (*knowledge and understanding*)
2. The graduate has a thorough knowledge of and insight into the specific specialisation area of the programme, as listed under article 2.2 above, each including the accompanying European and international dimension. (*knowledge and understanding*)
3. The graduate has knowledge of and insight into:
  - a. The coherence between any subareas, at a minimum on a theoretical level;
  - b. The societal context in which the law operates;
  - c. The key issues, context and meaning of the rules of law and the development thereof, and/or of the implementation and enforcement of the law.(*knowledge and understanding*)

### *Academic and other skills*

4. The graduate is able to thoroughly analyse and interpret complex issues and their underlying coherence, either in the form of actual case law or more abstract questions, as related to the specific specialisation as indicated in (2.), thereby including social, political and legal historical aspects, raise critical questions and come up with original and creative legal solutions. The graduate is further capable to present his or her thoughts on these issues clearly, both orally and in writing, for both fellow and non-lawyers. (*applying knowledge and understanding, judgement, communication*)
5. The graduate is able to form an independent opinion on legal issues in society, on the basis of academically established facts and well-argued, responsible and verifiable considerations. (*applying knowledge and understanding, judgement*)
6. The graduate is able to follow, understand and participate in academic debates relating to the relevant specialisation area as referred to in (2.) above. (*applying knowledge and understanding, communication*)
7. The graduate has insight into legal research methods and is capable of applying these towards substantial independent academic research (such as formulating a research question, gathering information, interpreting facts, drawing conclusions, evaluating and offering suggestions for further research). (*applying knowledge and understanding, judgement, communication*)

### *General qualifications*

8. The graduate possesses the relevant legal knowledge, insight and skills required for:
  - a. Academic research leading towards a doctorate degree;
  - b. Admission to the legal profession (positions requiring a full law degree);
  - c. A legal position at academic level within the public or private sector and with European or international organisations.(*learning skills*)

## Article 2.4 Structure of the programme

- 2.4.1 The programme is offered both full-time and part-time.

2.4.2 Both the full-time and part-time variants are offered during the daytime. Lectures and seminars may be held between 17:00 and 19:00.

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

The full course load of the programme is 60 ECTS credits.

#### **Article 2.6 Start of the programme; uniform structure of the Academic Year**

The programme starts on 1 September and on 1 February of each year.<sup>7</sup>

In terms of the courses, the programme is based on the university semester system and comprises 42 teaching weeks.

#### **Article 2.7 Final examinations**

The programme ends with the final examination for the master's degree (cf. 1.2 j. above).

#### **Article 2.8 Language of instruction**

2.8.1 Subject to the Code of Conduct on the Language of Instruction and Examination [*Gedragcode Voertaal*]<sup>8</sup>, the language of instruction and examination in the programme are Dutch and English. Students are expected to be sufficiently proficient in the languages of instruction used in the programme, in accordance with the requirements stated in article 5.2.3.

2.8.2 Contrary to Article 2.8.1, 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>9</sup>

#### **Article 2.9 Quality**

The programme is accredited by the Accreditation Organisation of the Netherlands and Flanders (NVAO) and complies with the applicable national and international quality requirements, and with the quality standards for education as set out in the framework document Leiden University Register of Study Programmes.

---

<sup>7</sup> In other words, new students may join the programme at either of these two dates.

<sup>8</sup> The Code of Conduct regarding language of instruction [*Gedragcode voertaal*] was adopted by the University's Executive Board and can be found at <https://www.organisatiegids.universiteitleiden.nl/en/regulations/general/language-of-instruction>.

<sup>9</sup> Available via <https://www.organisatiegids.universiteitleiden.nl/binaries/content/assets/ul2staff/reglementen/guideline-on-language-policy-2020.pdf>.

## 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 good time via Brightspace.

### Article 3.1 Compulsory components

3.1.1 The programme includes compulsory components<sup>10</sup> worth a total study load of 60 credits. These compulsory components include the pre-defined components from which students are obliged to choose.<sup>11</sup>

3.1.2 The Prospectus further specifies the actual structure of the programme, the study load (in credits), level,<sup>12</sup> content, method of examination and the structure of the curriculum components.

### Article 3.2 Optional components

3.2.1-3.2.3 *Not applicable.*<sup>13</sup>

3.2.4 Students who are enrolled in the programme can put together their own programme by combining components offered by an institution to which a final examination is attached. This requires permission from the most appropriate Board of Examiners. In granting this permission, this Board of Examiners also indicates under which programme of the institution the chosen programme should fall. If necessary, the Executive Board will mandate a Board of Examiners to take this decision.

### Article 3.3 Practical assignments

3.3.1 Course components may contain practical assignments according to the relevant course descriptions in the Prospectus, stating the type and scope of input required from the student (according to section 1.2 (o) above), and indicating whether participation in these practical assignments is a condition of entry to (other parts of) the examination of the component. The Board of Examiners may exempt students from a practical assignment, in which case the Board can choose to assign an alternative assessment (cf. art. 4.1.1, 4.1.2 and art. 4.6.6 below).

3.3.2 The Prospectus specifies the scope and study load of the thesis/final paper/final report/final programme assignment, including the requirements that the thesis/final paper/final report/final programme assignment must meet. (Cf. art. 6.3)

### Article 3.4 in semester 1 in academic year 2021/2022:

#### Article 3.4 Sitting examinations and taking part in programme components:

---

<sup>10</sup> The information can be found in the Prospectus via <https://studiegids.universiteitleiden.nl/en/>.

<sup>11</sup> The last sentence refers to the so-called compulsory optional courses and/or specialisation courses. The information can be found in the Prospectus.

<sup>12</sup> In accordance with the 'abstract structure', as described in the Framework Document of the Leiden University Register of Study Programmes.

<sup>13</sup> This concerns freedom of choice. The study programmes of degree specialisations may contain so-called compulsory courses ('gebonden keuzevakken') and specialisation courses ('profielingsvakken'), but these still remain part of the compulsory components referred to in article 3.1.1.



- 3.4.1 Students who wish to sit an examination must register no later than ten days before the date of the examination, in line with the applicable procedure.
- 3.4.2 Students are allocated to components in order of registration, on the provision that, provided they register in good time, students who are enrolled in a programme are guaranteed access to the components that are obligatory to the programme. Students may only take certain components once they have passed the examination of a preceding component. The e-Prospectus specifies the components to which this condition applies.
- 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. For all courses of the Faculty, this concerns a term of no later than five calendar days before the start of the course. 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 (OIC) 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.

### **Article 3.4 Taking part in components and sitting examinations**

#### **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, 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. This concerns a term of no later than five calendar days before the start for all courses of the faculty. 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. A confirmation of registration for the examination is required.
- 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.
- 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, examinations or education-related meetings, including the feedback sessions after examinations (including examination assignments and model answers), without the explicit prior permission of the relevant lecturer. Should such permission be granted, students are only legally permitted to photograph or recording for their own use; all forms of distribution or publication of the photograph or 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 – (Course) Examinations and final examination,<sup>14</sup> further education

### 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 good time via Brightspace.

### Article 4.1 Frequency of examinations

4.1.1 For each course component offered in an academic year, it is possible to take the examination on two occasions during that year, with the exception of course components indicated in the Prospectus by the term ‘Privatissimum’ and/or ‘Practicum’ (cf. art. 3.3.1), which are examined only once per year.<sup>15</sup> 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 examinations proceed properly. If remote invigilation is used, this is done according to the Remote Invigilation Protocol.

4.1.3 If a course 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. (cf. art. 3.3 and 4.6.6)

4.1.4 If the grade for a course component results from several constituent examinations,<sup>16</sup> it is possible to vary from the number of examinations as referred to in 4.1.1, on the condition that the student is at least given the opportunity to successfully complete the component by means of a representative resit test. Where applicable, this is stated in the Prospectus.

4.1.5 In accordance with section 7.13, second paragraph under (h) of the Act the examination dates are included in the faculty examination calendar,<sup>17</sup> available on the website, under ‘students’ (and via a link in the Prospectus).

4.1.6 *[not applicable]*

4.1.7 Contrary to the above paragraphs and upon the request of the student, the Board of Examiners may in exceptional circumstances allow an additional resit.<sup>18</sup>

4.1.8 During a master's programme, students may resit one examination that they passed, without prejudice to 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 year as the original examination. In the event of such a one-time resit, the highest result obtained applies.

---

<sup>14</sup> For further information about the implementation and regulations concerning the examinations please refer to the document ‘Examination Rules and Regulations master’s degree programmes Leiden Law School’ – see the student website (Organisation > Rules and regulations).

<sup>15</sup> These courses are only offered once per year and considering their intensive nature, scope, content and teaching methodology it is not possible to take the examination without participating in the course.

<sup>16</sup> The exact proportion/rate, the (contents of the) re-examination, and the validity of the result of partial examinations, are regulated in the course descriptions in the Prospectus.

<sup>17</sup> To be found via <http://www.leidenuniv.nl/rechten/osi/tutkal/>.

<sup>18</sup> For further information please refer to the document ‘Examination Rules and Regulations master’s degree programmes Leiden Law School’.

The examination referred to in the first sentence may consist of a number of constituent examinations.<sup>19</sup> 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
- Examinations 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.

4.1.11 The resit as referred to in Article 4.1.8 is only possible:

- if the student has passed this examination the first time he takes the examination for a specific unit of study,<sup>20</sup> and
- this first participation took place on the first examination opportunity in the academic year.

The resit takes place on the second examination opportunity for the relevant unit of study in the same academic year. (cf. art. 4.1.1)

The use of this option is recorded in the student's personal file.

4.1.12 The resit as referred to in Article 4.1.8.1 is only possible for examinations for which registration is compulsory (cf. Article 3.4.1.1). The Study Guide states which exams can be retaken on the basis of this article.

4.1.13 The request must be submitted to the Faculty's Education Administration Office no later than the 20th calendar day after the result of the successfully passed examination has been announced. If the second examination opportunity takes place within the term of 20 calendar days, the request must be submitted to the Faculty's Education Administration at the latest on the working day prior to the second examination opportunity. For this purpose, the education administration draws up a mandatory application form.

By submitting the application form, the right to the one-off resit has been used.<sup>21</sup>

4.1.14 If the inspection and/or debriefing of the successfully passed interim examination leads to a change in the result to a result that the student does not wish to retake, a request that has already been submitted can be submitted no later than on the working day prior to the second examination opportunity. withdrawn. With this withdrawal, the application form is deemed never to have been submitted.

4.1.15 If the student is registered for more than one master's degree program at the Faculty of Law, there is the option for each of these degree programs to resit an examination that has been passed. If a master's program has several specializations, only one resit option applies.

---

<sup>19</sup> If the final mark is indeed made up of partial marks, the student retakes one qualifying partial mark in order to increase the passing final mark.

<sup>20</sup> This implies that the student has not previously participated or has not previously obtained an unsatisfactory mark for the examination associated with the unit of study.

<sup>21</sup> I.e. that a student who does not participate in the resit after his/her request can no longer make use of the regulations referred to in Article 4.1.8.1.

4.1.16 As soon as the Examination Board has determined that the student has passed the examination (cf. art. 1.2 letter d and 2.8 preamble and under b), the option of using the above regulations for the relevant study program lapses.<sup>22</sup>

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

- 4.2.1 The Prospectus specifies which examinations cannot be taken before the examinations of one or more other course components have been successfully completed.<sup>23</sup> (See also art. 3.4.2)
- 4.2.2 For the course components and their related examinations that must be completed in a given sequence, the Board of Examiners may in special cases, and following a motivated written request by the student, agree to an alternative sequence.

#### **Article 4.3 Methods of assessment**

- 4.3.1 The course descriptions as listed in the Prospectus state whether assessment for any particular course component takes place in the form of a written, digital or an oral examination, or a combination thereof, or in the form of an alternative assessment.<sup>24</sup>
- 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 illness may take examinations in a manner that has been adjusted to accommodate their particular disability as much as possible. These adjustments may not affect the quality or level of difficulty of an examination. If necessary, the Board of Examiners will seek expert advice, as provided for in the Protocol on Studying with a Disability,<sup>25</sup> before reaching a decision. (See also art. 6.5)
- 4.3.4 In special cases, the Board of Examiners may, at the request of the student and within the scope of the(se) Course and Examination Regulations, permit a student to sit an examination in another manner than specified in the Prospectus.
- 4.3.5 Examinations are held in the languages of instruction for this programme that are specified in the Course and Examination Regulations (see art. 2.8). At the request of the student, the Board of Examiners may permit him or her to sit an examination in another language.
- 4.3.6 *[not applicable]*

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

- 4.4.1 An oral examination may involve only one student at a time, unless the Board of Examiners has decided otherwise. (See also the note at art. 4.3.1)
- 4.4.2 Oral examinations are public, unless the Board of Examiners or the examiner concerned has decided otherwise, owing to special circumstances, or unless the student has reservations.

---

<sup>22</sup> *I.e. that outstanding requests for a re-sit will be automatically canceled and new requests will no longer be honored from the moment the student has submitted the 'Graduation Applications' form to the Education Administration Office (OIC).*

<sup>23</sup> *Students can only participate in the course component for the thesis if they have successfully passed three examinations or examinations with a total of 20 ECTS credits from course components from the first and/or second semester, notwithstanding the content of article (5.0-)5.3.2.2 below.*

<sup>24</sup> *The examination of the course components stated in the Prospectus can also take the form of a group assessment. An individual assessment is provided in the event of a presentation, study, report or other form of course activity that is carried out as part of a group.*

<sup>25</sup> See <https://www.organisatiegids.universiteitleiden.nl/en/regulations/general/protocol-studying-with-a-disability>.

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

- 4.5.1 In accordance with section 7.12b (3) of the Act, the Board of Examiners has set out rules concerning the execution of their tasks and responsibilities and the measures they can take in this respect.<sup>26</sup>
- 4.5.2 The Board of Examiners must guarantee that students are entitled to appeal against decisions of the Board of Examiners or the examiners.

#### **Article 4.6 Assessment and grading**

- 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 will mark any written examination or constituent examination within fifteen working days of the day on which the examination or constituent examination was taken.<sup>27</sup> The result is notified to the student within the same fifteen working days. The final grade is recorded in the University study 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 resit the relevant examination.
- 4.6.3 If the examiner is unable to comply with the term of fifteen working days and five working days respectively, cf. article 4.6.2, the student is notified accordingly in a measure sent to the student's u-mail address before this term expires. The student shall also be informed of the relevant procedure in such cases.<sup>28</sup>
- 4.6.4 Examination grades must be expressed as a whole or fractional number between 1.0 and 10.0 (inclusive).<sup>29</sup> The result cannot be expressed as a (fractional) number between 5.0 and 6.0.
- 4.6.5 The examination is considered to be a pass if the result is 6.0 or higher.
- 4.6.6 The successful completion of a practical assignment may qualify as the successful completion of an examination in the sense of section 7.10 of the Act.<sup>30</sup>
- 4.6.7 The written or electronic notification of the examination result<sup>31</sup> informs students of their right to inspect their marked examination papers as referred to in Article 4.8 below and of the appeals procedure.
- 4.6.8 [Not applicable]

---

<sup>26</sup> The Board of Examiners has set out rules and regulations. These are included in the 'Examination Rules and Regulations master's degree programmes Leiden Law School'. These include any measures to be taken in the event of academic fraud, including plagiarism. Leiden University's and the Leiden Law School's definitions and policies surrounding plagiarism can be found on the university website.

<sup>27</sup> According to the internal faculty regulations this rule implies that grades must be notified to the student no later than the 14th working day after the date of the examination. For the student administration office ("OIC") to be able to process the grades, grades need to be provided to the OIC no later than the 13th working day. With respect to certain legal obligations the grading term may be shorter than indicated here (for instance prior to the end of the academic year) – the OIC will then inform the department administrative offices and/or programme coordinators of any relevant terms in these circumstances.

<sup>28</sup> Law School policy: When after an examination the grades are not provided to the OIC within the given time, or the OIC is not able to publish the results on time, the course coordinator, the examiner, or the Head of the OIC must hand in a motivated request for extension with the Education Director of the Law School. Should the request be honoured, then the course coordinator, examiner or the relevant department must notify the student(s) no later than the 14th working day following the examination, with the inclusion of information about any alternative procedures.

<sup>29</sup> For the concrete interpretation of this provision, see the 'Examination Rules and Regulations for the master's degree programmes Leiden Law School'.

<sup>30</sup> This implies that a practical exercise can be both a condition to participate in the (final) examination (cf. art. 3.3 and 1.2 under letter l) as well as an examination (final or part) in its own right (cf. art. 1.2 letter g).

<sup>31</sup> Or on the actual examination, or on Brightspace on the relevant course pages.

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

- 4.7.1 The validity of passed examinations and exemptions granted is in principle unlimited. The exam commission can decide that an examination or exemption loses its validity if this was achieved or acquired more than three years ago and the knowledge, understanding and/or skills that was or were examined or exempted has or have clearly become out of date.<sup>32</sup> (see also art. 4.10.2.1 and 4.10.2.2)
- 4.7.2 Until the investigation referred to in article 4.10.2.2 has taken place or the exam commission has officially taken a decision as referred to in article 4.7.1, the student can request the exam commission to take a decision on the validity of exams passed and/or exemptions acquired by the student.<sup>33</sup>
- 4.7.3 The term stated in article 4.7.1 will commence on 1 September of the academic year subsequent to the year in which the examination was passed or an exemption was provided.

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

- 4.8.1 Students are entitled to inspect their graded examination script no later than thirty calendar days following the publication of the results of any written or digital examination.
- 4.8.2 During the period referred to in article 4.8.1, students may inspect the examination questions and assignments, as well as the grading schemes used to grade the examinations.
- 4.8.3 An exam review session will be held. In what manner and at what time the review session will take place will be communicated at the same time as the results of the examination via the Prospectus or the digital teaching environment (Brightspace) of the relevant course component.
- 4.8.4 The examiner is authorised to decide whether the inspection of the examination paper 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. Access to the examination script may coincide with the feedback session.
- 4.8.6 Students who can demonstrate that due to circumstances beyond their control they are or were unable to attend the review session, must be granted another opportunity for such a review (and the right to view) and, if possible, within the period referred to in article 4.8.1.

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

At the student's request and after consultation with the relevant examiner, the Board of Examiners may grant exemption<sup>34</sup> from one or more examinations or practical assignments on one of the following conditions:

---

<sup>32</sup> This provision is based on the Dutch Higher Education and Research Act (WHW) and on what is contained in the model Course and Examination Regulations (CER) in relation to this: "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."

<sup>33</sup> This provision is also an elaboration of the WHW Act and the model Course and Examination Regulations: "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, second clause, of the law, the Board of Examiners will act in accordance with the pertinent provisions in article 7.10, fourth clause of the law."

<sup>34</sup> Exemptions may also be arranged at the time of admission to the programme cf. chapter 5.

- a. The student has successfully completed, at another university or an institute of higher professional education, a course component that is equivalent in content, level and study load to the component for which exemption is requested;
- b. The student has demonstrated to possess, whether or not in addition to that mentioned above in a., through relevant work or professional experience, equivalent skills and knowledge to the course component.

#### **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.
- 4.10.2.1 As part of the final examination, the Board of Examiners is entitled to set an additional investigation into the knowledge, understanding and skills of the student and to assess the result.
- 4.10.2.2 The investigation covers in any case the assessment of the exam commission on the validity of passed examinations and acquired exemptions as referred to in article 4.7.1.
- 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. It is recorded on the diploma that the (specialisation of the) programme has been delivered by Leiden University.
- 4.10.4 Pursuant to the regulations referred to in section 7.11 (3) of the Act, a student who is entitled to graduate may request the Board of Examiners to postpone graduation.<sup>35</sup>
- 4.10.5 This request must be submitted within five working days of the student receiving his or her examination results. In the request the student must state when he or she wishes to receive the degree certificate.
- 4.10.6 The Board of Examiners will approve the request if the student has not been enrolled in the programme for longer than three academic years. In exceptional cases, the Board of Examiners may decide to act otherwise.
- 4.10.7 A diploma supplement in Dutch and/or English complying with the European standard format, including the grading table applicable for the degree programme, is attached to the degree certificate. The certificate also includes a Latin certificate.

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

- 4.11.1 Students who have successfully passed the final examination of the programme are awarded the degree title of Master of Laws (LL.M.). The award includes a mention of whether or not the formal conditions to enter the legal profession (so-called '*civil effect*') have been met. (See also article 2.3 under 8 (b)).
- 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 determined on the basis of the weighted average of all (course) examinations that belong to the final examination, with the exception of the (course)

---

<sup>35</sup> *Leiden University Regulations on postponing graduation:*  
<https://www.organisatiegids.universiteitleiden.nl/en/regulations/general/regulations-on-postponing-graduation>.



examinations/components for which an exemption was granted and course components for which the student only obtained a proof of attendance.

4.12.3 The weighted average of all grades is determined by multiplying the number of study credits (EC) of each course component by the grade awarded for this component, then adding these up, and finally dividing the result by the total number of study credits obtained.

4.12.4 Without prejudice to that contained in article 4.12.6 and article 4.12.7, the designation 'cum laude' will be added on the certificate and on the diploma if the following conditions have been met:

- the weighted average of all course components is 8.0 or higher;
- a minimum grade of 8.0 was achieved for the thesis;
- the examination was passed within the nominal duration of study + 1 year, and;
- no more than 20 ECTS in exemptions was granted.

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 that contained in article 4.12.6 and article 4.12.7, the designation 'summa cum laude' will be added on the certificate and on the diploma if the following conditions have been met:

- the weighted average of all course components is a 9.0 or higher;
- a minimum grade of 9.0 was achieved for the thesis;
- the examination was passed within the nominal duration of study, and;
- no more than 20 ECTS in exemptions was granted.

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 mark does not differ by more than 0.5 from the grades stipulated in the fourth and in the fifth paragraphs above. Examples include such aspects as the development of the student throughout his study programme, possible exceptional performances on the part of the student in completing the thesis/final paper/final report/final programme assignment, or other relevant exceptional circumstances.

4.12.7 If the student has been subject to disciplinary measures as a result of irregularity, fraud or plagiarism, as set out in the Rules and Regulations, he or she will not be awarded a distinction, unless the Board of Examiners decides otherwise.<sup>36</sup>

#### **Article 4.13 Further education**

The degree awarded grants the holder access to a PhD programme.

---

<sup>36</sup> A note will be made in the student's digital file of any occurrence of fraud or other disciplinary measures pursuant to article 4.5 and the 'Examination Rules and Regulations Master's Programmes Leiden Law School' of the Board of Examiners.

## Chapter 5 – Admission to the programme per September 2022 or February 2023

*Editorial comment: the admission requirements 2022-2023 are included under article 5.0 (...)*

*The requirements for admission in academic year 2023-2024 are included under article 5.1 (...)*

### **Article 5.0 Admission to the academic year 2022-2023**

#### **Article 5.0-5.1 Confirmation of Admission**

5.0-5.1.1 A confirmation of admission can be issued by the Faculty Board if the student fulfils the entry requirements specified in article 5.0-5.2 or 5.0-5.3. If the Executive Board has determined a maximum number of students for the programme, a confirmation of admission will be issued if the student meets the entry requirements and this maximum number is not exceeded.

5.0-5.1.2 The confirmation of admission must be applied for according to the rules set out in the Regulations for Admission to the Master's programmes.<sup>37</sup>

#### **Article 5.0-5.2 Admission to the academic year 2022-2023**

5.0-5.2.1 Holders of one of the following degrees may be admitted to the programme (Article 7.30b (1) of the Act):

- a bachelor's degree in Law from Leiden University (cf. art. 5.0-5.2.3), or;
- a bachelor's degree in Law from one of the other Dutch academic universities, provided it meets the nationally set standards for entry to the legal profession [civiel effect].<sup>38</sup>

5.0-5.2.2 Any person who fails to meet the degree requirements or prescribed pre-master's requirement referred to in 5.2.1 may submit a request to the Board of Admissions. The Board of Admissions assesses whether the applicant may be granted admission to the programme.

*To this end, the Board of Admissions assesses whether the applicant possesses sufficient knowledge, understanding and skills at the same level as a bachelor's degree or related bachelor's degree as referred to in 5.2.1, under (a) and (b). The Board may also impose further conditions.*

*The Board of Admissions assesses, where relevant, whether the applicant meets the qualitative selection requirements mentioned referred to in 5.2.4:*

- have obtained a bachelor's degree from an academic university, and who can demonstrate to meet all necessary requirements for such a degree, and
- possess an equivalent level of knowledge, understanding and skills as required for the award of the bachelor's degree referred to in article 5.1-5.2.1 \*, and
- in the case of the specialisation European Law, have obtained a minimum of 45 ECTS in courses that relate to areas of law relevant to the master's programme, or courses that specifically cover the European integration process, and
- are sufficiently proficient in the language(s) of instruction of the programme, in accordance with the requirements as described in article 5.0-5.2.3.

---

<sup>37</sup> The Regulations for Admission to Master's Programmes of Leiden University can be found on the following website: <https://www.organisatiegids.universiteitleiden.nl/en/regulations/general/regulations-for-admission-to-master-programmes>.

<sup>38</sup> In other words: meets the requirements for 'civiel effect', with the exception of the requirement of having achieved a master's degree in law of (minimum) 60 ECTS. To assess whether this constitutes a degree giving 'civiel effect', besides the diploma and list of grades a motivation letter and CV may be requested.

[\* The knowledge, understanding and skills required are described in the end qualifications of the bachelor's programme, in chapter 2 of the Course and Examination Regulations (in Dutch: OER) of the bachelor's programme in Law.]

**Article 5.0-5.2.3 Dutch and English languages**

5.0-5.2.3.1 As further clarification of Article 2.8 concerning command of the language of instruction, a student who wishes to be admitted to an English-taught master's programme must have one of the following diplomas or must meet the criteria of:

- 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 (with the exception of French-taught education in Canada), Ireland, Malta, New Zealand, Singapore, the United Kingdom, the United States or South Africa;
- A diploma of an English-taught university degree programme completed at a Dutch research university;
- A pre-university education (VWO) diploma.
- A high school (or higher) diploma determined by SEA (Admissions Office) in an EER country, where English has been studied up to and including the final year of the programme, and where the level of English can be considered comparable to Dutch VWO (pre-university education).

5.0-5.2.3.2 If a student who wishes to be admitted does not meet the requirements in 5.2.3.1, at least one of the following language requirements can be set: 7.0 IELTS, TOEFL paper 600, TOEFL Internet 100, under the condition of minimum sub scores of 6.0 IELTS, 20 TOEFL Internet or 54 TOEFL paper for all test components. For the writing sub-section, a minimum band score of 6.5 IELTS or 24 TOEFL Internet is required.

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

5.0-5.2.3.3 As further clarification of Article 2.8 concerning command of the language of instruction, a student who is not a native Dutch speaker and who wishes to be admitted to a Dutch-taught master's programme must have passed TUL-gevorderd.

**Article 5.0-5.2.4 Qualitative admission requirements (selection requirements)**

5.2.4.1 In addition to the requirements specified in 5.0-5.2.1 first bullet to the master's specialisation 'Straf- en strafprocesrecht' [Criminal Law], the following qualitative admission requirements apply for the following bachelor specialisations:

- specialisation Law and Economics;
- specialisation Law and Entrepreneurship and Management, and;
- specialisation (Law) International Business Law:

the prior (bachelor) education must contain:

- a. regarding students whose education has begun prior to the 1<sup>st</sup> of September 2013 the bachelor course component 'Straf- en strafprocesrecht' of 10 ECTS,
- b. and regarding students whose education has begun on or after the 1<sup>st</sup> of September 2013 the bachelor course component 'Strafprocesrecht' of 10 ECTS.

5.2.4.2.1 In addition to the requirements contained in 5.2.1 or 5.2.2, pursuant to article 7.30b second paragraph of the Act, the following qualitative admission requirements apply for the master's specialisation Public International Law:

- *Motivation letter*
- *CV*
- *List of grades*
- *Two letters of recommendation*

5.2.4.2.2 If article 5.2.4.2.1 is applicable, these qualitative admission requirements (selection requirements) will be measured or assessed according to the following method:

- *Diploma: it will be checked whether the diploma is the equivalent of a bachelor's degree from a Dutch academic university;*
- *List of grades: the programme content of the prior education will be checked to assess whether the student has sufficient prior knowledge of the relevant field of law for the master's programme;*
- *Motivation letter: it will be checked whether the student has sufficient affinity with the master's programme and whether the student is capable of expressing themselves in a coherent manner and in correct English;*
- *CV: this is examined to determine the student's prior knowledge. Relevant extra-curricular law-related activities such as internships, moot courts and voluntary work will be assessed to determine experience and affinity with the programme;*
- *Letters of recommendation: these support the overall assessment with regard to the required prior knowledge and affinity with the programme.*

5.2.4.3.1 In addition to the requirements contained in 5.2.1 or 5.2.2, pursuant to article 7.30b second paragraph of the Act, the following qualitative admission requirements apply for the master's specialisation European Law:

- *Motivation letter*
- *CV*
- *List of grades*
- *Letter of recommendation*

5.2.4.3.2 If article 5.2.4.3.1 is applicable, these qualitative admission requirements (selection requirements) will be measured or assessed according to the following method:

- *Diploma: it will be checked whether the diploma is the equivalent of a bachelor's degree from a Dutch academic university;*
- *List of grades: the programme content of the prior education will be checked to assess whether the student has sufficient prior knowledge of those areas of law relevant to the master's programme, or the European integration process;*
- *Motivation letter: it will be checked whether the student has sufficient affinity with the master's programme and whether the student is capable of expressing themselves in a coherent manner and in correct English;*
- *CV: this is examined to determine the student's prior knowledge. Relevant extra-curricular law-related activities such as internships, moot courts and voluntary work will be assessed to determine experience and affinity with the programme;*
- *Letter of recommendation: this supports the overall assessment with regard to the required prior knowledge and affinity with the programme.*

5.2.4.4 For qualitative admission requirements for the master's specialisation *Encyclopedie en Filosofie van het Recht* see the Dutch Course and Examination Regulations ('OER Master Rechtsgeleerdheid').

**5.0-5.2.5 [Not applicable]**

**Article 5.0-5.3 Deficiencies (Students with a divergent obtained bachelor's degree)**

5.0-5.3.1 Holders of a bachelor's degree from a research university, a related university bachelor's diploma as referred to in 5.0-5.2.1 or an equivalent diploma with a maximum of 15 ECTS of deficiencies, may be admitted to the programme, as long as it may reasonably be expected that they will meet the entry requirements within a reasonable period of time.<sup>39</sup>The registration takes place no later than 15 June if the desired start is 1 September and 1 December if the desired start is 1 February.

5.0-5.3.2.1 Student who have deficiencies as referred to in article 5.0-5.3.1 may follow the course, after being admitted to the programme, but they may not take final examinations or course examinations which are specified by or on behalf of the Faculty Board in the decision to allow admission.

5.0-5.3.2.2 The deficiencies as indicated in 5.0-5.3.1 must be surpassed before:

- a. the student may obtain supervision for the thesis;
- b. a grade may be awarded for the thesis.

5.0-5.3.3 [Not applicable]

5.0-5.3.4 If a student is admitted to the programme on the basis of 5.0-5.3.1 the examinations that must still be passed to meet the admission requirements cannot be part of the curriculum of the master's programme.

---

<sup>39</sup> This article does not apply if the deficiency concerns a core course.

## Admission to the programme per September 2023 or February 2024

### Article 5.1 Confirmation of Admission

- 5.1.1 A confirmation of admission can be issued by the Faculty Board if the student fulfils the entry requirements specified in article 5.2 or article 5.3. If the Executive Board has determined a maximum number of students for the programme, a confirmation of admission will be issued if the student meets the entry requirements and this maximum number is not exceeded.
- 5.1.2 The confirmation of admission must be applied for according to the rules set out in the Regulations for Admission to the Master's programmes.<sup>40</sup>

### Article 5.2 Admission to the academic year 2023-2024

- 5.2.1 Holders of one of the following degrees may be admitted to the programme (Article 7.30b (1) of the Act):
- a bachelor's degree in Law from Leiden University (cf. art. 5.2.3), or;
  - a bachelor's degree in Law from one of the other Dutch academic universities, provided it meets the nationally set standards for entry to the legal profession [*civiel effect*].<sup>41</sup>
- 5.2.2 Any person who fails to meet the degree requirements or prescribed pre-master's requirement referred to in 5.2.1 may submit a request to the Board of Admissions. The Board of Admissions assesses whether the applicant may be granted admission to the programme.

To this end, the Board of Admissions assesses whether the applicant possesses sufficient knowledge, understanding and skills at the same level as a bachelor's degree or related bachelor's degree as referred to in 5.2.1, under (a) and (b). The Board may also impose further conditions.

The Board of Admissions assesses, where relevant, whether the applicant meets the qualitative selection requirements mentioned referred to in 5.2.4:

- have obtained a bachelor's degree from an academic university, or who can demonstrate to meet all necessary requirements for such a degree, *and*
- possess an equivalent level of knowledge, understanding and skills as required for the award of the bachelor's degree referred to in article 5.2.1 \*, *and*
- in the case of the specialisation European Law, have obtained a minimum of 45 ECTS in courses that relate to areas of law relevant to the master's programme, or courses that specifically cover the European integration process, *and*
- are sufficiently proficient in the language(s) of instruction of the programme, in accordance with the requirements as described in article 5.0-5.2.3.

[\*The knowledge, understanding and skills required are described in the end qualifications of the bachelor's programme, in chapter 2 of the Course and Examination Regulations (in Dutch: OER) of the bachelor's programme in Law]

### 5.2.3 Dutch and English languages

---

<sup>40</sup> The Regulations for Admission to Master's Programmes of Leiden University can be found on the following website: <https://www.organisatiegids.universiteitleiden.nl/en/regulations/general/regulations-for-admission-to-master-programmes>.

<sup>41</sup> In other words: meets the requirements for 'civiel effect', with the exception of the requirement of having achieved a master's degree in law. To assess whether this constitutes a degree giving 'civiel effect', besides the diploma and list of grades a motivation letter and CV may be requested.

5.2.3.1 As further clarification of Article 2.8 concerning command of the language of instruction, a student who wishes to be admitted to an English-taught master's programme must have one of the following diplomas or must meet the criteria of:

- 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 (*with the exception of French-taught education in Canada*), Ireland, Malta, New Zealand, Singapore, the United Kingdom, the United States or South Africa;
- A diploma of an English-taught university degree programme completed at a Dutch research university;
- A pre-university education (VWO) diploma.
- A high school (or higher) diploma determined by SEA (Admissions Office) in an EER country, where English has been studied up to and including the final year of the programme, and where the level of English can be considered comparable to Dutch VWO (pre-university education).

5.2.3.2 If a student who wishes to be admitted does not meet the requirements in 5.2.3.1, at least one of the following language requirements can be set:

- IELTS 6.5
- TOEFL (internet-based) 90

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

5.2.3.3 As further clarification of Article 2.8 concerning command of the language of instruction, a student who is not a native Dutch speaker and who wishes to be admitted to a Dutch-taught master's programme must have passed TUL-halfgevorderd (equivalent to state examination NT2-II) or TUL-gevorderd.

#### **Article 5.2.4 Qualitative admission requirements (selection requirements)**

5.2.4.1 In addition to the requirements (cf art. 5.2.1 first bullet) to the master's specialisation 'Straf- en strafprocesrecht' [Criminal Law] additional entry requirements are applicable to the following bachelor specialisations:

specialisation Law and Economics,  
specialisation Entrepreneurship and Management<sup>42</sup>, and  
specialisation (Law) International Business Law:

the prior (bachelor) education must contain:

- regarding students whose education has begun prior to the 1<sup>th</sup> of September 2013 the bachelor course component 'Straf- en strafprocesrecht' of 10 ECTS, and;
- regarding students whose education has begun on or after the 1<sup>th</sup> of September 2013 the bachelor course component 'Strafprocesrecht' of 10 ECTS.

5.2.4.2.1 In addition to the requirements contained in 5.2.1 or 5.2.2, pursuant to article 7.30b second paragraph of the Act, the following qualitative admission requirements apply for the master's specialisation Public International Law:

- Motivation letter
- CV
- List of grades

---

<sup>42</sup> Prior to 1 September 2017: specialisation Law and Business Studies.

- Two letters of recommendation

5.2.4.2.2 If article 5.2.4.2.1 is applicable, these qualitative admission requirements (selection requirements) will be measured or assessed according to the following method:

- Diploma: it will be checked whether the diploma is the equivalent of a bachelor's degree from a Dutch academic university;
- List of grades: the programme content of the prior education will be checked to assess whether the student has sufficient prior knowledge of the relevant field of law for the master's programme;
- Motivation letter: it will be checked whether the student has sufficient affinity with the master's programme and whether the student is capable of expressing themselves in a coherent manner and in correct English;
- CV: this is examined to determine the student's prior knowledge. Relevant extra-curricular law-related activities such as internships, moot courts and voluntary work will be assessed to determine experience and affinity with the programme;
- Letter of recommendation: this supports the overall assessment with regard to the required prior knowledge and affinity with the programme.

5.2.4.3.1 In addition to the requirements contained in 5.2.1 or 5.2.2, pursuant to article 7.30b second paragraph of the Act, the following qualitative admission requirements apply for the master's specialisation European Law:

- Motivation letter
- CV
- List of grades
- Letter of recommendation

5.2.4.3.2 If article 5.2.4.3.1 is applicable, these qualitative admission requirements (selection requirements) will be measured or assessed according to the following method:

- Diploma: it will be checked whether the diploma is the equivalent of a bachelor's degree from a Dutch academic university;
- List of grades: the programme content of the prior education will be checked to assess whether the student has sufficient prior knowledge of those areas of law relevant to the master's programme, or the European integration process;
- Motivation letter: it will be checked whether the student has sufficient affinity with the master's programme and whether the student is capable of expressing themselves in a coherent manner and in correct English;
- CV: this is examined to determine the student's prior knowledge. Relevant extra-curricular law-related activities such as internships, moot courts and voluntary work will be assessed to determine experience and affinity with the programme;
- Letter of recommendation: this supports the overall assessment with regard to the required prior knowledge and affinity with the programme.

5.2.4.4 For qualitative admission requirements for the master's specialisation Encyclopedie en Filosofie van het Recht see the Dutch Course and Examination Regulations ('OER Master Rechtsgeleerdheid').

5.2.5 [Not applicable]



**Article 5.3 Deficiencies (*Students with a divergent bachelor's degree*)**

- 5.3.1 Holders of a bachelor's degree from a research university, a related university bachelor's diploma as referred to in 5.0-5.2.1 or an equivalent diploma with a maximum of 15 ECTS of deficiencies, may be admitted to the programme, as long as it may reasonably be expected that they will meet the entry requirements within a reasonable period of time.<sup>43</sup>The registration takes place no later than 15 May if the desired start is 1 September and 1 December if the desired start is 1 February.
- 5.3.2.1 Student who have deficiencies as referred to in article 5.3.1 may follow the course, after being admitted to the programme, but they may not take final examinations or course examinations which are specified by or on behalf of the Faculty Board in the decision to allow admission.
- 5.3.2.2 The deficiencies as indicated in article 5.3.1 must be surpassed before:
- a. the student may obtain supervision for the thesis;
  - b. a grade may be awarded for the thesis.
- 5.3.3 *[Not applicable]*
- 5.3.4 If a student is admitted to the programme on the basis of article 5.3.1 the examinations that must still be passed to meet the admission requirements cannot be part of the curriculum of the master's programme.

---

<sup>43</sup> This article does not apply if the deficiency concerns a core course.

## Chapter 6 – Student counselling and study advice

### Article 6.1 Study progress administration

6.1.1 The Faculty Board<sup>44</sup> keeps records of individual student results.

6.1.2 Students may inspect their results in the student progress system at any time.<sup>45</sup>

### Article 6.2 Introduction and student counselling

The department is responsible for an introduction to the programme and for student counselling.

### Article 6.3 Supervision of the master's thesis

6.3.1 Together with the first reader/supervisor, the student draws up a plan for the thesis/final paper/final report/final programme assignment. The first reader/reviewer is also the supervisor, as referred to in article 3.3.2. This plan is based on the study load set for this particular course component in the Prospectus.

6.3.2 The planning referred to in article 6.3.1 includes details on the manner and frequency of thesis supervision.

### Article 6.4 Top-level sports

Students who engage in top-level sports at a professional level are offered the opportunity to adjust their study programme to their sporting activities as much as possible (that is as reasonably practicable). The programme follows the guidelines drawn up by the university's Executive Board to determine who belongs to this category.<sup>46</sup>

### Article 6.5 Disability or chronic medical condition

Students suffering from a disability or a chronic illness are offered the opportunity to adjust their study programmes to compensate for any limitations, as reasonably practicable. These adjustments will be made as much as possible in accordance with the limitations resulting from their disability or illness but may not affect the quality of level of difficulty of a course unit or the examination programme.<sup>47</sup>

### Article 6.6 Study and internships abroad

For students who as a result of a stay abroad or internship which was approved of by the Board of Examiners may suffer from a demonstrable delay in their studies, measures - as far as reasonably practicable - will be taken to limit the delay.

---

<sup>44</sup> This means: The student administration centre ("OIC").

<sup>45</sup> Via uSis students can see their study results throughout the whole year. If necessary a print can be provided at the request of the faculty or the student.

<sup>46</sup> These adjustments will be made as much as possible in accordance with the limitations resulting from the professional sport but may not affect the quality of level of difficulty of a course unit or the examination programme.

<sup>47</sup> See the website: <https://www.organisatiegids.uuiversiteitleiden.nl/en/regulations/general/protocol-studying-with-a-disability>.

## Chapter 7 – Evaluation of the programme

### Article 7.1 Evaluation of the programme

The programme is evaluated, among other ways, through:

- the annual course evaluations of the master course components;
- student panel discussions;
- the annual evaluations of lecturing staff and the corresponding annual teaching prize (the JSVO teaching prizes, the so-called vote for the best lecturer);
- the programme exit-survey completed by students who have newly graduated;
- the alumni-survey completed by graduates;
- the annual programme reports;
- *in the context of accreditation:* by noting critical points of self-reflection, the mid-term review and the institutional review;
- ad hoc (project) evaluations carried out by Faculty Board.

## Chapter 8 – Final provisions

### Article 8.1 Amendments

- 8.1.1 Amendments to these regulations are implemented by decision of the Faculty Board with the prior consent of the Faculty Council [*Faculteitsraad*] or the Programme Committee [*Opleidingscommissie*] (depending on the topics concerned).<sup>48</sup>
- 8.1.2 Amendments to these regulations that apply to a particular academic year must be adopted prior to the start of that year and published in the prescribed manner, unless an earlier implementation of an amendment to the regulations is strictly necessary and in all reasonableness does not harm students' interests.
- 8.1.3 Any amendment to the 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 ensures publication of these regulations, of the Examination Rules and Regulations set by the Board of Examiners, and of any amendment to these documents via the Prospectus and/or the university website.<sup>49</sup>

### Article 8.3 Period of applicability OER and transitional arrangements

- 8.3.1 The Course and Examination Regulations apply for the period of one academic year.
- 8.3.2 In the event one or more course components that constitute part of the compulsory course components (cf. art. 3.1.1) at the time of the enrolment of the student for the programme are no longer offered, a transitional arrangement can be established for these course components. Where necessary, the exam commission will designate replacement course components.<sup>50</sup>

### Article 8.4 Effect

These regulations will enter into effect on 1 September 2022.

---

THE END

---

<sup>48</sup> In accordance with the powers of the Faculty Council and the Programme Committee as outlined in articles 9.38 and 9.18 respectively of the Act.

<sup>49</sup> All mentioned rules and regulations are published on the faculty website.

<sup>50</sup> If necessary, course components are designated that are offered by a different institution. Transitional arrangements can be consulted via: <https://www.student.universiteitleid.nl/>.