

Rules and Guidelines of the Examination Board for the bachelor programme in Philosophy of a Specific Discipline 2026 - 2027

SECTION 1 - GENERAL PROVISIONS

Article 1.1 - Applicability of the regulations

1. The Rules and Guidelines (R&G) of the Examination Board, hereinafter referred to as: the regulations, apply to the 2026-2027 academic year and govern the administration of exams and the final examination of the bachelor programme in Philosophy of a Specific Discipline (RIO code 57084), hereinafter referred to as: the programme, and apply to all students that are enrolled in the programme.
2. The programme is provided by the Erasmus School of Philosophy, hereinafter referred to as: the faculty.

Article 1.2 - Definitions

Unless stated otherwise, the definitions as formulated in the Teaching and Examination Regulations (TER) will also be used in the present Rules and Guidelines.

Article 1.3 – Working method of the Examination Board

1. The duties and powers of the Examination Board are stipulated in Sections 7.10, 7.11, 7.12, 7.12b and 7.12c of the Act.
2. The Examination Board appoints an executive committee consisting of at least two persons who are charged with the day-to-day business of the Board.
3. Requests submitted to the Examination Board should be submitted via email accompanied by any relevant documents. The Examination Board will take a decision within three weeks of receiving the request and inform the student of its decision by email.

Article 1.4 – Appointing examiners

1. The Examination Board shall appoint examiners to conduct examinations and determine their results and ensure that these are published in writing. The Examination Board will ascertain that the examiners meet the previously established competence requirements.
2. The Examination Board may set binding guidelines and assessment standards, within the bounds of the programme regulations, for determining the results of interim and final examinations.
3. An examiner is independent and competent and provides the Examination Board the required information.
4. The Examination Board may withdraw an appointment if there are substantial reasons for doing so. Substantial reasons exist in any case if an examiner repeatedly fails to comply with laws and regulations or the R&G, if the examiner commits fraud or if the examiner's competence with regard to testing (construction, administration, assessment) has repeatedly proven to be of insufficient quality.

Article 1.5 - Complaints regarding fulfilment of the role of examiner

1. Complaints about the fulfilment of the role of examiner may be submitted to the Examination Board.
2. If the substance of the complaint is such that the relevant authority lies with another complaints committee, the Examination Board shall forward the complaint while simultaneously notifying the party who submitted the complaint.
3. The complaint will be dealt with in accordance with article 7.12b, section 4 WHW and chapter 9 of the General Administrative Law Act (hereinafter: Awb).

Article 1.6 - Quality assurance of the exams and examinations

1. The programme director, in consultation with the Examination Board, draws up an Examination

- Plan for the programme. This plan will include a systematic description of all the examinations.
2. The Examination Board draws up a protocol ([Examination Protocol](#)) regarding the structure, administration, assessment, analysis and administration of the examination and its results. Examiners must adhere to this protocol.
 3. The Examination Board is responsible for the periodic evaluation of the examinations. The Examination Board informs the Programme Director about the results of this evaluation.
 4. Before, during or after an exam, the Examination Board can determine that the exam should be taken (again) in a different manner or at a different time. This can be done in case of observed or well-founded suspicions of irregularities, such as:
 - Large-scale or organised frauds that render the exam results unreliable, while it cannot (as yet) be established which individual students were or were not involved;
 - a technical flaw in digital testing that renders the exam results unreliable.
 5. If irregularities are noted and the examination has already been administered in full or in part, the Examination Board may determine that, for the student(s) concerned, the exam cannot be properly assessed and should therefore be declared invalid or that the assessment should be invalidated. The same applies if, at any time, it appears or is found that the exam itself, or the organisation and procedures around the examination, fall short of the requirements imposed by the Examination Protocol, or any other binding rules and/or regulations.

SECTION 2 - EXEMPTIONS

Article 2.1 - Exemptions

Subject to the conditions laid down in the TER, the Examination Board may grant a student an exemption for a unit of study within the programme as referred to in Article 7.3 WHW. The student must submit a request for such an exemption via email.

SECTION 3 – RULES REGARDING REGISTRATION AND PROPER CONDUCT DURING EXAMS

Article 3.1 - Disciplinary rules for examinations

1. The EUR Examination Rules, which include provisions concerning (fraud involving) online proctoring, form an integral part of the R&G and are available on the [Erasmus University Rotterdam website](#).
2. A student may participate in the exam or re-sit only if they have registered for it in Osiris on time.

SECTION 4 - FRAUD AND SANCTIONS

Article 4.1 - Fraud

1. The term fraud is understood to mean any acts or omissions on the part of a student that make it impossible for the examiner and the Examination Board to form an accurate opinion of the student's acquired knowledge, insight and skills (or those of their fellow students).
2. The student must avoid any possible appearance of fraud in connection to themselves during the examination.
3. The following shall in any event be deemed to be fraud:
 - a. obtaining knowledge concerning the questions or assignments in a certain examination prior to that examination;
 - b. assuming someone else's identity or being represented by someone else during an exam;
 - c. consulting or having within reach information sources (including books, syllabi, personal paper, notes written on skin or on fabric, calculators that can be programmed, mobile telephones and smartphones) the use or having within reach of which is not explicitly permitted during an exam. Mobile telephones, smartphones et cetera should be switched off and remain off during exams;
 - d. copying from or exchanging any information whatsoever with fellow students, either inside or outside the exam room, during the exam; giving another person the opportunity to commit fraud will also be deemed fraud;
 - e. exchanging or swapping the issued question papers or answer papers with other students;
 - f. making any changes to previously submitted exams answers during a subsequent inspection;

- g. committing plagiarism, which shall be taken here to mean the copying of a passage containing more than a few words from his own or someone else's work, either literally or in translation, in an individual or group assignment, project, thesis or any other type of text that is part of an examination, without indicating this by quotation marks or any other unequivocal typographical means, even if a bibliographically traceable and correct source reference is included. Providing other students with the opportunity to commit plagiarism is also deemed to be fraud;
 - h. ghostwriting: have someone (or something, such as generative AI) else write or edit, wholly or in part, text that forms part of an exam or thesis, unless specifically instructed by the examiner to do so;
 - i. taking the examination without being entitled to do so;
 - j. making it partially or completely impossible, by means of misleading acts, omissions or in any other way, for the examiner and the Examination Board to form an accurate assessment of the student's knowledge, insight and skills.
4. Academic achievements in writing may only be evaluated in EC's once. Students are not permitted to submit a previously written thesis, assignment or any other form of text written in connection with the student's present or previous programme at or outside the Erasmus School of Philosophy a second time in the same course or a different course without first consulting the examiner and obtaining their approval (with respect to the part for which the text is submitted a second time or is intended to result in EC's a second time) or to use any part of a previously produced project, either in amended form or otherwise, when writing a thesis, assignment or other project for the purpose of obtaining EC's for it a second time, without prior consultation with the examiner and obtaining their approval.
 5. In addition to the general obligation to provide clear and relevant source references, students are under a special obligation to be completely transparent at all times with respect to re- using their own previous work. They can be held explicitly accountable on this point.
 6. In case a written exam is not proctored, for instance an essay assignment or a thesis, the examiner must perform a plagiarism check, as well as a check on the use of generative AI.

Article 4.2 - Sanctions

1. Students who act in breach of the rules specified in Articles 4.1.3, 4.1.4, and 4.1.5 of these regulations or give reason to do so are guilty of fraud.
2. If fraud is established or there is a grave suspicion of fraud during an exam, the invigilator or examiner must inform the student without delay. The invigilator or examiner must note this down on the work to be submitted by the student, and must take possession of any documentary evidence. The student will be given the opportunity to finish the exam and to hand in their work.
3. The invigilator must report the suspected or established fraud to the Department for Exam Administration on a standard report form immediately after the exam has finished. Any documentary evidence must be submitted together with this report. If the student refused to hand over any such documentary evidence, the invigilator must state this on the form. The Department for Exam Administration must send the report form filled in by the invigilator, together with any documentary evidence, to the Examination Board immediately after the end of the examination period.
4. If plagiarism or ghostwriting is established after an individual or group project, assignment or thesis has been submitted, or if there are grave suspicions of plagiarism or ghostwriting (e.g. based on the Turnitin detection tool), the examiner must report this to the Examination Board as soon as possible, also providing evidence.
5. The Examination Board investigates the case, and gives the student the opportunity to react to the suspicion; the student is given one week to respond.
6. Depending on the gravity of the fraud committed and taking any previous instances of fraud by the same student into account, the Examination Board may impose sanctions on the student, including the following:
 - a. a reprimand;
 - b. invalidation of the relevant individual or group project or assignment;
 - c. invalidation of the relevant examination;
 - d. invalidation of the relevant thesis;
 - e. exclusion from the relevant examination for a period not exceeding one year;

- f. exclusion from one or more examination periods;
 - g. exclusion from thesis evaluation for a period not exceeding one year;
 - h. a combination of the aforementioned measures;
7. In addition to the sanctions mentioned in article 4.2.6, and depending on the severity of the fraud (including repeated cases of fraud), the Examination Board can submit a proposal to the Executive Board to permanently terminate the student's enrolment in the relevant bachelor programme.
 8. If fraud or plagiarism is established with respect to a group project, this will be imputed equally to each member of the group. The onus of proving the contrary lies with each member of the group.
 9. If a student who is enrolled in another programme of another EUR faculty is taking ESPhil courses and a fraud sanction is imposed in an examination for such a course, the Examination Board of the other faculty at which the student is enrolled is informed of this sanction, and vice versa.

SECTION 5 - EXAMINATIONS: CONTENT, ASSESSMENT AND COMPENSATION

Article 5.1 - Content of the examination

1. Changes to the topics of the examination during the course must be within the previously announced intended learning outcomes.
2. The questions and assignments of the examination will cover the topics of the course in a balanced way, with due regard to the learning objectives of the course in question.
3. The questions and assignments of an examination must be clear and unambiguous. They are phrased in such a way that the student can know how extensive and detailed the answers are to be.

Article 5.2 - Assessment standards

1. All examinations will be assessed on the basis of clearly explicated standards, which in case of written exams are preferably incorporated into model answers.
2. Each student is assessed individually. Collective parts of the examination may not constitute more than 30% of the examination.
3. The method of assessment is such that the student can ascertain how their individual assessment and the result have been arrived at.
4. In the event an examination is administered by more than one examiner and the result of the examination is assessed by several examiners, those examiners must ensure that the assessment is based on the same standards. If necessary, the Examination Board shall appoint an examiner with primary responsibility for the examination.

Article 5.3 – Determining the result of an examination

1. The final grade for a Unit of Study shall be determined as a numeric value with one decimal point on a scale from 0.0 to 10.0. An examination result of 5.5 or higher will qualify as a passing grade. Grades with more than one decimal will be rounded off to one decimal, as follows: 4 or lower will be rounded down, 5 or higher will be rounded up.
2. For examinations consisting of partial examinations, the final result shall be determined in accordance with the following:
 - a. The result of each of the partial exam is determined by the examiner, whereby the rounding off of the partial mark depends on the assessment method. Partial results are not automatically rounded before the final grade is determined. Each of the partial examinations is assigned a relative weight. The established weights are mentioned in the course syllabus on Canvas.
 - b. The examination result is determined by calculating the weighted average of the results of the partial exams, taking into account any additional programme-specific provisions. When rounding off this weighted average to a number with one decimal, a 5 or higher is rounded up, and a 4 or lower is rounded down (e.g. a 5,44 becomes 5,4; a 5,45 becomes 5,5).
 - c. If an examination consists of a number of partial exams, a student admitted to take the examination is admitted to take all relevant partial exams. If the student has taken part in at least one partial exam but not all partial exams, the calculation is carried out as if the

- result for any partial exam that were not taken was 1,0.
- d. If the student has not taken any of the partial exams, no result for the examination is established.
3. Alphanumeric results will be given in the following cases:
 - students who are registered for an examination but who have not actually sat it will be awarded an NS (No Show);
 - students who are enrolled for a course but did not take a certain examination component will be awarded an NC (Not Completed) for the relevant examination component;
 - students who completed a component but did not receive a mark for it may be awarded a C (Completed);
 - students who have been granted an exemption by the Examination Board will be awarded an EX (Exempted);
 4. If a student has not enrolled and thus is not eligible to take an examination, any grade given for the relevant examination will be declared null and void.

Article 5.4 - Compensation

1. A compensation arrangement applies to the courses of the bachelor in Philosophy of a Specific Discipline. Students may compensate one course result of the eight core courses.
2. The unsatisfactory course result of one course, of which the result is at least a 4,5, may be compensated with the satisfactory result of another course provided that the sum of the result of the course requiring compensation and the result of the compensating course equals at least 12,0.

Article 5.5 - Resits

1. Written exams cannot have oral resits without permission from the Examination Board.
2. In case an examination consists of multiple parts for which marks are given, a resit opportunity must be offered for at the least the two largest parts. For parts that count for 20% or less in the final grade, no resit needs to be offered.
1. The resit must be specified in the course description on Canvas. The resit must be communicated to the students at least six weeks in advance of the resit date. The resit date must be at least six weeks in advance of the publication of the grades of the original exam.
3. The resit for a skills component can be offered in a different form than the original exam, but should retain in its form as much as possible the relevant skills component.
4. Students are entitled to one resit for each partial exam (subject to the limits outlined in 5.4.1 and 5.4.2). In exceptional circumstances, the Examination Board can grant additional resit opportunities.
5. Any part of an examination which counts for less than 40% in the final grade and for which a sufficient mark has been awarded, cannot be resat.

SECTION 6 - THE BACHELOR THESIS

Information about the bachelor thesis can be found on MyEUR as of September 2026.

SECTION 7 - THE FINAL EXAMINATION AND THE DISTINCTION

Article 7.1 - Certificates and declarations

1. After all parts of the final examination have been passed, the head of Student Administration determines the result of the final examination on behalf of the Examination Board, taking into account:
 - a. the TER of the programme;
 - b. the R&G of the Examination Board for the programme.
2. As proof that the final examination has been passed, a certificate shall be issued by the Examination Board, after the Executive Board or the officer mandated to do so has certified that the procedural requirements for issuing the certificate have been met.
3. One certificate is awarded per programme, even if a student completes more than one sub-programme, track or specialisation within that programme.

4. The procedure for applying for the certificate can be found [on MyEUR](#).
5. The list of marks forming part of the certificate shall list the components which make up the final examination.
6. To accompany the certificate, the Examination Board will provide a diploma supplement in English that complies with the agreed standard format in Europe.
7. The certificate, list of marks and diploma supplement will be signed by the chair of the Examination Board.
8. The certificate, list of marks and diploma supplement are issued by the Examination Board.
9. A student who has passed more than one interim examination and to whom no certificate can be awarded, may request that the Examination Board issues a declaration listing the interim examinations that the student has passed.

Article 7.2 - The examination day

1. The Examination Board annually stipulates a non-mandatory presentation day (after 31 August). On the presentation day, the students in question give a short presentation on their bachelor thesis in about ten minutes.
2. The student concerned should submit the following items to the Examination Board at least 20 working days prior to the intended date of the presentation day mentioned in the previous paragraph:
 - one pdf-version of their approved bachelor thesis, plus a pdf version of a summary of 100 words of the thesis, both for filing in the university repository system. If the student wants to participate in the examination day, they also hand in three hardcopies of the thesis.

Article 7.2 - The distinction

One single distinction may be mentioned on the statement of the results of the bachelor examination: 'with honours' ('Cum Laude').

1. This distinction is conferred if:
 - a. the weighted average of the final marks for the courses offered by the Faculty itself as part of the programme Philosophy of a Specific Discipline is 8.25 or higher and the final mark for none of these courses is lower than 7.0;
 - b. the mark for the bachelor thesis is 8,25 or higher;
 - c. the granted exemptions (please see Article 5.9 of the TER) do not exceed 20% of the overall course load of 90 EC's;
 - d. the student has not been the subject of a sanction due to fraud or plagiarism.
2. The Examination Board can confer the distinction to students who have not fulfilled the criteria mentioned on special grounds.

7.3 - Free curriculum

A student may themselves compile a bachelor curriculum programme leading up to a final examination. When necessary, the Executive Board determines which Examination Board will be charged with the authority to judge on this matter.

SECTION 8 - TRANSITIONAL AND FINAL PROVISIONS

Article 8.1 - Appeal

Students may lodge an appeal with the Board of Appeals for Examinations (CBE) against decisions made by the Examination Board or an examiner (see Appendix I).

The notice of appeal must be submitted within six weeks of the date of the decision by sending an email to: cbe@eur.nl The notice of appeal must include at least the following information: the student's full name, address, telephone number, email address, student ID number, the name of the programme and faculty, the date, the student's signature, a copy of the decision being appealed and the grounds for the appeal For further information, please consult the EUR website of [Legal Procedures](#).

Article 8.2 - Hardship clause

The Examination Board may deviate from these regulations in cases where their application would lead to unforeseen and unreasonable consequences.

Article 8.3 - Amendments

1. Amendments to these regulations will be laid down by the Examination Board.
2. Amendments to these regulations have no effect in the ongoing academic year, unless such amendments will not unreasonably prejudice the interests of students.
3. No amendment may disadvantage a student by influencing a decision that was already taken previously in accordance these regulations.
4. The provisions of Article 8.1 also apply to questions that might arise from differences between the current Regulations and previous versions.

Article 8.4 - Publication

The Examination Board is responsible for the publication of the R&G, as well as for any amendments.

Article 8.5 - Effective date

These regulations will come into effect on 31 August 2026.

Article 8.6 – Official title

These regulations may be cited as ‘Rules and Guidelines of the Erasmus School of Philosophy Examination Board for the bachelor Philosophy of a Specific Discipline’.

APPENDIX 1 - THE APPEALS PROCEDURE

A student may lodge an appeal against any decision of an examiner (e.g. assessments) or the Examination Board with the Board of Appeal for Examinations (CBE) of Erasmus University. In urgent cases, the chair of the CBE may be requested to impose a provisional measure.

The appeal may be lodged by an interested party, i.e. the person whose interests are directly involved in a decision. The appeal should be lodged within six weeks of the announcement of the contested decision. If the appeal is lodged against an overdue decision, it should be submitted within a reasonable term.

The appeal should be submitted to the CBE in writing and addressed to the secretary of that Board. The appeal may also be lodged through the EUR Facility of Protection of Rights where all notices of objection and appeals may be submitted online.

Before an appeal is handled by the CBE, a term for settlement will be put into effect, during which the Examination Board or examiner investigates whether the claimant's appeal may be settled (formal settlement attempt). During this term, parties may explain their positions in more detail, and the decision of the CBE will be carefully scrutinized.

The CBE assumes that the claimant has first been in touch with the examiner in question or the Examination Board in an attempt to reach an agreement (substantive settlement attempt). It should be noted that the term of six weeks for submitting a notice of appeal to the CBE will continue without interruption. With that in mind, a provisional notice of appeal may be submitted.

The student may appeal the decision of the CBE to the Afdeling bestuursrechtspraak van de Raad van State, within six weeks. [See the website](#) (Dutch only).

This appeal is not possible, however, if the decision of the Board of Appeal for Examinations pertains to a decision that contains:

- the assessment of the student's knowledge or skills that was or were the subject of the examination in this matter or tested in any other way (Article 8.4, under e of the Dutch General Administrative Law Act (Awb));
- the establishment of the questions, assessment standards or more detailed rules for that examination or test (Article 8.4, under e of the Dutch General Administrative Law Act (Awb)).

More information about appeal procedures is available on the [CBE-EUR's website](#).