

Teaching and Examination Regulations 2016

Master Arts and Culture Studies

Erasmus School of History, Culture and Communication

Erasmus University, Rotterdam

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Section 1 – General Provisions

Article 1.1 – Scope of the regulations

These regulations apply to the tuition and examination of the master's degree programme Arts and Culture which is divided in two specialisations, namely: *Arts, Culture and Society* and *Cultural Economics and Entrepreneurship*. The programme is offered within the Erasmus School of History, Culture and Communication (ESHCC) of the Erasmus University Rotterdam, hereafter referred to as: the school. The programme falls under the provisions of The Higher Education and Academic Research Act (WHW). The programme study guide and the [website](#) of the master's programme Arts and Culture and the [websites](#) of the Arts and Culture pre-master programmes are an integral part of these regulations when it comes to references to courses and elaboration of subjects.

Article 1.2 – Definitions

This regulation includes the following definition of terms:

<i>Academic year The Act</i>	the period that runs from 1st September up to 31st August; the Higher Education and Academic Research Act; WHW (Statute book 1992, 593); later revised;
<i>Admissions Committee Credits</i>	Committee mandated by the examination board which assesses whether a prospective student can be admitted to the programme a unit for study load; one credit is the equivalent of 28 hours study load (according to the European Credit Transfer System);
<i>Course guide</i>	a written or digital document in a standard format, containing information on the objectives of a subject, the organisation and working methods, the manner of testing, the obligatory literature and the teacher's contact information;
<i>Department head</i>	the person responsible for the management of tuition within a department;
<i>Decision</i>	a decision of the Examination Board or examiner concerning an objection or request by a student on the grounds of this Examination Regulation or the Rules and Guidelines;
<i>Director of Education</i>	the person responsible for the general management of education within the school;
<i>Exam</i>	A written, oral or other type of test on a subject (including practicals) or a combination of tests, on the understanding, knowledge and skills of a student, for which credits will be awarded on achievement of a satisfactory result;
<i>Examination</i>	the total of successfully passed exams by the student that entitle the student to a master's degree;
<i>Examination Board</i>	A board appointed by the dean of the faculty and as referred to in Art. 7.12 of the law, for the purpose of guaranteeing that all requirements for a degree have been met before graduation.
<i>Examiner</i>	a teacher, linked to the school, or an external teacher appointed for that purpose by the Examination Board, authorised to administer examinations and/or exams;
<i>Honours Degree Intermediate test</i>	a more difficult, optional curriculum in addition to the master; examination taken during the lecturing term of an education unit, the assessment of which is taken into consideration for establishing the result of this education unit. For an intermediate test, no separate redo possibility exists.
<i>Master course</i>	the master's degree course Arts and Culture, as defined in Article 1, that is completed after passing the master's examination;
<i>Master programmes</i>	the two programmes in the Master course;

<i>Practical</i>	a practical exercise, as defined in Article 7.13 of the WHW, in one of the following forms: <ul style="list-style-type: none"> ○ taking a seminar or research workshop ○ writing a paper, report or thesis ○ carrying out an assignment or giving a lecture ○ participating in another educational activity, aimed at acquiring particular skills.
<i>Resit</i>	The possibility to improve the grade for a subject by redoing the final test;
<i>Rules and regulations</i>	the Examination Board regulations which include rules and guidelines for exams and examinations as defined in the WHW Article 7.12 par 4
<i>Student</i>	the person enrolled at the university to follow a course and/or take the master exams and master examinations;
<i>Study guide</i>	This document contains important information about the framework, the contents, the services offered and the regulations of a specific programme;
<i>Subject</i>	a unit of study of the master programme, within the meaning of the act, which is awarded credits;
<i>Webside</i>	the webpage with all the educational information about the Master in Arts and Culture;

Article 1.3 – Objectives of the Degree Programme

The program aims at imparting knowledge, understanding and skills in the domain of Arts and Culture that allow the graduate to fulfill MA level positions at the relevant labor market. This objective is specified through the following aims:

Knowledge and understanding: Graduates of the Master programme Arts, Culture and Society will have knowledge and thorough understanding of:

- 1.1. The development, organisation and dynamics of the national and international art world and cultural industries, in particular concerning social, organisational and policy aspects, and related to developments of society as a whole;
- 1.2. The key theoretical insights, empirical studies, and current scientific discussions concerning the field of arts and culture, with a focus on the social sciences, in particular cultural sociology;
- 1.3. Development of social scientific theory and research on policy and organisational issues within the transnational field of arts and culture;
- 1.4. Development of social scientific theory and insights in the national and international field of cultural participation;
- 1.5. The way in which involved parties build and develop education and communication in the national and international field of arts and culture and understand these from a comparative perspective.

Knowledge and understanding: Graduates of the Master programme Cultural Economics and Entrepreneurship will have knowledge and thorough understanding of:

- 1.6. The development, structure and dynamics of the national and international art world and creative industries, in particular concerning economic and professional aspects, related to and developments of society as a whole;
- 1.7. The key theoretical insights, research methods and current scientific debates relative to the arts and the creative industries, with a special focus on the social sciences, in particular economic theory.
- 1.8. Development of social scientific theory and research on policy and organisation within the transnational field of the arts and the creative industries.

- 1.9. Development of social scientific theory and research on cultural economics from a comparative and transnational perspective;
- 1.10. Development of social scientific theory and the research on cultural entrepreneurship from a comparative and transnational perspective.

Applying knowledge and understanding: Graduates of both programmes of the Arts and Culture Master's programme will be able to:

- 2.1. Formulate relevant research questions and apply a broad range of research skills which allows them to analyze qualitative and quantitative data;
- 2.2. Translate practical questions from the international field of arts and culture to researchable and scientifically valid theses;
- 2.3. Independently conduct research in the field of Arts and Culture by applying various (qualitative and quantitative) research methods and document this in a clearly structured manner.

Judgement: Graduates of both programmes of the Arts and Culture Master's programme will be able to:

3. Offer a critical contribution to the scientific debate on the field of arts and culture, with special attention to cross-national and cross-cultural comparison.

Communication: Graduates of both programs of the Arts and Culture Master's programme will be able to:

4. Present their findings in a scholarly manner, both orally and in writing
5. Communicate their viewpoints and findings to different target groups
6. Collaborate and communicate effectively with people who have diverse (national, cultural, disciplinary) backgrounds.

Learning skills: Graduates of both programs of the Arts and Culture Master's programme will be able/inclined to:

- 5.1. Systematically analyze complex processes and theses from the field of arts and culture and demonstrate awareness of international and cultural variations
- 5.2. Make a significant contribution to international and culturally diverse professional and educational organisations, in both the public and the private sector, and apply the gained knowledge and skills independently and creatively, thereby transcending the borders of their own field of study, home countries and cultures.

Article 1.4 – Full-time / part-time

The programme is a day programme and can be followed both full-time and part-time. The programme takes one year full-time or two years part-time.

Article 1.5 – Student workload

- The programme has a student workload of 60 credits.
- The school Honours Degree programme consists of 20 credits.

Article 1.6 – Admissions

The programme has one admissions moment: at the start of the academic year (September).

Article 1.7 – Master examination and exams

1. The parts of the curriculum that are part of the Master's examination shall be determined by the Dean of the Faculty.

2. The Master's examination consists of the exam units as mentioned in Appendix 1.

Article 1.8 – Participation in programme related activities

Students are supposed to participate in every educational activity that the programme offers, irrespective of whether the activities are compulsory or not. This concerns not only lectures and study visits but also the making of evaluations of the course.

Article 1.9 – Language of Instruction and Assessment

Within the Degree programme Arts and Culture:

1. Classes and exams are given in English.
2. Exams and papers are written in English.
3. Non-native speakers of English are required to demonstrate proof of proficiency in English through any of the following:
 - a. Hold an International Baccalaureate or European Baccalaureate diploma in English;
 - b. have obtained their diploma in Australia, Canada (other than Quebec), New Zealand, the United States of America, the United Kingdom, or Ireland or
 - c. the student has one of the following tests:
 - TOEFL with a score of 100 or higher
 - IELTS with a score of 7.0 or higher
 - CAE with score B or higher (equivalent to C1)
 - CPE with score C or higher (equivalent to C1)
- b. The English language skills required to follow and conclude English language classes, exams and assignments is, for both Dutch and international students, of a sufficient standard according to the IELTS and TOEFL tests (7.0 or 100/250/600 respectively).

Section 2 – Previous Education

Article 2.1 – Admission to the Degree programme

Admission to the programme is given on the basis of:

1. An academic bachelor's degree or master's degree from a Dutch recognized university (or an equivalent international institution) with a focus on Arts and Culture, combined with sociology or economics or another relevant social science background such as political or organizational science, marketing or didactics and a basic knowledge in social scientific research methods.

A further selection is made according to the following criteria:

- The relevance of the previous studies to the Arts and Culture programme;
 - A competitive Grade Point Average (GPA)
 - Academic writing and analytical skills;
 - Motivation
 - International background and orientation
2. The completed pre-master's programmes Art, Culture and Society, or Cultural Economics and Entrepreneurship at the EUR
 3. For this English language specialisation programmes the student must fulfil the criteria regarding English proficiency indicated on the website (cf. Art 1.9).

The admission procedure is stated on the website of the Degree programme

Article 2.2 – Admissions Committee

1. The Admissions committee is authorised to decide on conditions for admission of students with a Dutch degree.

2. The Admissions Committee assesses on the grounds of statutory provisions, if and under which conditions a student with a foreign degree may be admitted to the programme.

Article 2.3 – Bachelor's-before-Master's-Rule

Having a bachelor's degree as defined in Article 7.30a first section of the WHW is a prerequisite for admission to the master's programme.

Section 3 – Master's Programme

Article 3.1 – Specialisation programmes

The Degree programme has two specialisations and the student is required to complete one of these programmes in its entirety:

1. Cultural Economics and Entrepreneurship
2. Arts, Culture and Society

Article 3.2 – Composition of the specialisation programmes

1. The elements of the curriculum that constitute the master exam are determined by the Dean of the school
2. The Master's examination consists of the exam units as mentioned in Appendix 1.
3. The programme Cultural Economics and Entrepreneurship consists of the following compulsory elements:
 - Five Thematic Seminars (each 5 credits)
 - Two Research Seminars (each 5 credits)
 - Research Workshop CE&E (5 credits)
 - Master's thesis (20 credits)
4. The programme Arts, Culture and Society consists of the following compulsory elements:
 - Five Thematic Seminars (each 5 credits)
 - Two Research Workshops (each 5 credits).
 - Master's thesis Class (5 credits)
 - Master's thesis (20 credits)

Article 3.3 – Honours programme

The Honours Degree programme (20 credits) consists of:

1. One or two extra seminars (total 10 credits) in the field of the chosen specialisation from master programmes at a Dutch or non-Dutch university or an activity that is equal to a seminar, leading to a separately identifiable and verifiable product.
2. An extension of the master's thesis by 10 credits, in the form of a separately identifiable and verifiable product.

Article 3.4 – Attendance and Participation Requirement

1. the student is expected to actively participate in every subject
2. There is an attendance requirement for the seminars. This means that passing an exam for a course as mentioned in article 3.2 is only achieved when the student was sufficiently present at the appropriate seminars.
3. In addition to the general requirement that the student is present and actively participates, additional requirements are described in the study guide on this subject.
4. When a student cannot attend the seminar, the student needs to inform the teacher in advance of the seminars.
5. A student who is absent from one practical still meets the attendance requirement if the student is present in all other seminars.

6. A student who is absent from two seminars receives an extra assignment from the teacher. This extra assignment is an individual assignment and offers the student the possibility to still meet the attendance requirement
7. The extra assignment needs to be handed in digitally within ten work days after the missed meeting at the latest. If the extra assignment is evaluated as sufficient, the student still meets the attendance requirement.
8. A student who did not comply with the attendance requirement of the seminars has no right to be awarded a final grade to the course under discussion in that academic year.

Section 4 – Assessment

Article 4.1 – General

1. During the program, the student's academic development is tested and it is assessed whether the student has attained the learning goals to a satisfactory degree.
2. The course guide describes which requirements must be satisfied in order to successfully pass the course and which criteria will be used to assess the student's work
3. The Rules and Regulations of the Examination Board describe the procedures concerning assessments.
4. The student is personally responsible for accurate and timely registration for the exams he or she needs to sit. When the student registers for an ESHCC course on OSIRIS he/she is automatically registered for the final exam. For re-sit exams the student will have to register on OSIRIS separately between 35 and 7 days before the exam date. For elective courses, students will need to complete the steps for registration as stipulated on the website.
5. If the Examination Board provides the ability to register for a test outside of the regular period registration period, an administration fee with a maximum of €20.00 per exam will be charged.

Article 4.2 – Content of Exams

1. An exam is always given on the material covered in the most recent academic year
2. For courses that have been terminated, the Examiner or the Examination Board can make an individual agreement up to 1 year after the academic year in which this course was last given.

Article 4.3 – Periods and frequency of exams

1. An opportunity to take an exam and receive a final grade for the course is provided twice in the academic year: by a regular exam and a re-sit.
2. A re-sit can be taken directly after the inspection of the evaluated work. This is especially the case with final papers (see section 4 of this Article). A re-sit can also be taken in the examination period following the exam period of term 4. The study guide and exam timetable documents this.
3. Intermediate tests or interim exams can only be offered once a year and no re-sit can thus be given.
4. For exams in the form of a final paper, which have been awarded an insufficient grade, the possibility to re-sit the paper is offered once in the same academic year. The student has three weeks, starting from when he or she inspects the paper, to submit his or her re-sit paper. For a re-sit of a paper, students can obtain a maximum grade of 6.0.
5. Papers/theses that are submitted late will not be marked and will not get a (another) re-sit opportunity.
6. It is not possible to re-sit papers or essays that have been awarded a pass mark (5.5 or higher).

7. The submission and assessment of the master thesis is subject to the timetables, guidelines and procedures as stipulated in the course guide for the master thesis and on the degree programme's website.

Article 4.4 – Exams

1. Course exams given are either written, oral or otherwise. Assessment occurs in the manner indicated in the course manual and on the website under assessment.
2. On the request of the student, the Examination Board can allow the exam to be taken in another form than indicated in the course manual and website.
3. On the request of the teacher, the Examination Board can allow the examination to be taken in another form than indicated in the course manual and website. The decision must be disclosed on the course channel and via email at least five weeks prior to the exam in question.
4. The master's thesis is the product of independent research carried out by an individual student and must be assessed on an individual basis.
5. The school is responsible for the proper conduct of examinations and takes all measures necessary to ensure this. The Examination Board may delegate this authority to the most appropriate body or person.
6. Disabled students are given the opportunity to sit examinations in a manner best suited to their particular disability within the facilities offered by the Erasmus University. The Examination Board hears expert advice when necessary before deciding on this matter. The adjustments should not influence the quality or difficulty of an examination.

Article 4.5 – Oral exams

1. Oral exams are always taken individually.
2. Oral exams are public unless the student objects.

Section 5 – Exam results

Article 5.1 – Establishing and announcing exam results

1. The examiner shall, immediately after the oral examination, determine the result and provide the student with a written statement (exam slip).
2. The examiner shall, within 15 working days after the examination has been taken, determine the result of a written examination and records the result in Osiris, the university student administration system. In special cases the Examination Board may allow the period to be waived.
3. The examiner shall determine the interim results as soon as possible and takes care that these results will be announced at least before the start of the examination of the course.
4. The Examination Board verifies whether the period to determine results as defined in section 1 and 2 is complied with and, if necessary, takes steps to avoid exceeding the grading period
5. The Examinations ESHCC section of the Student Administration Office is responsible for awarding the degree, registering the master examination and for making the degree certificate.

Article 5.2 – Term of validity

1. The term of validity of completed courses is two years (for full-time education and part-time education) after the date of registration.
2. If the deadline has expired, the Examination Board may, if in its assessment the knowledge, understanding and skills of the subject concerned have become out-dated, require a supplementary or alternative exam to be taken, before admitting the student to sit the relevant final examination.
3. The student may, after the term of validity of the exam has expired, submit a request to the Examination Board to extend the term of validity.

4. The results of interim tests expire by the end of the academic year in which they are awarded.

Article 5.3 – Right of inspection

1. The student may request to view the assessed work within 20 working days after the publication of the results of a written exam or assignment and if so desired, discuss it with the examiner.
2. During the term, mentioned in sec. 1, any student may review the questions or assignments of the particular exam and the criteria by which it was assessed.
3. The Examination Board or the examiner may decide that the review or discussion take place at a set time and place. If the concerned party can prove that he is prevented, through no fault of his own, from appearing at the time and place set, then another opportunity will be given at short notice.
4. The Examination Board may accept deviations from the provisions in the first, second and third sections.

Section 6 – Exemptions

Article 6.1 – Substitution of courses

1. No exemption is granted for subjects or courses in the master. However, on a student's substantiated request to the Examination Board, in consultation with the primarily responsible teacher, permission may be granted to substitute a subject or course within the master's with another subject (possibly of another master programme) close to the examination programme.
2. A request for the substitution of a course needs to be submitted to the Examination Office at least eight weeks before the start of the tuition unit under discussion.

Section 7 – Master's examination

Article 7.1 – Master's examination

1. The examination board assesses the result of the exam and hands out the degree certificate as mentioned in article 7.4 as soon as the student has fulfilled all requirements of the programme
2. Before assessing the outcome of the exam, the examination board itself may inquire into the knowledge of the student regarding one or more elements of the program if, and to the extent that, the results of the tests concerned give the board reason to do so.
3. The date of the exam is the day on which the examination board determines that the student has passed the exam
4. For passing the exam and issuing the degree certificate, it is additionally required that the student was enrolled in the program at the time the tests were taken.

Article 7.2 – Judicium cum laude

The judicium 'cum laude' is granted to the master exam if the weighted average of all results obtained within the master program equals 8.25 or higher.

Article 7.3 – Degree

Those who have successfully completed the master's examination are granted the title Master of Arts (MA) in Arts and Culture Studies

Article 7.4 – Master's Degree Certificate

1. The Examination Board shall award a Degree certificate as proof that the final examination has been successfully completed. One Degree certificate per specialisation

shall be awarded, even if the student completes more specialisations within a programme.

2. The Examination Board shall include a transcript of records and the Diploma Supplement with this Degree certificate, to provide (international) insight into the nature and content of the Degree programme completed.
3. If an honours programme, as referred to art.3.3, is successfully completed, a separate certificate stating this, shall be awarded.

Section 8 – Pre-master’s programme

Article 8.1 – Pre-master’s programme

1. As proposed by the Examination Board, the dean has determined a collective pre-master’s programme for related university and higher vocational school programmes.
2. A pre-master’s programme is a curriculum of subjects that is imposed by the Examination Board to eliminate deficiencies before admission to a master’s programme. A pre-master’s programme normally consists of 60 credits. On completion of a pre-master’s programme the student acquires a certificate of admission to the relevant master’s programme, but not a bachelor’s degree.
3. The content of the pre-master’s programmes in preparation for the master’s programme Cultural Economics and Entrepreneurship and the master’s programme Arts, Culture and Society are noted in appendix 2.
4. The Education and Examination Regulations of the Degree programme apply as much as possible on the pre-master’s programmes.
5. The student can only start with writing his or premaster’s thesis after having passed the pre-master’s thesis class.

Section 9 – Student counseling

Article 9.1 – Study progress

1. The faculty records the individual study results and makes these available through Osiris-student.
2. A certified study progress file can be obtained from the examination administration.

Article 9.2 – Student counseling

1. The program takes care of the introduction and tutoring of enrolled students, partly for the purpose of guiding their orientation towards possible study tracks in- and outside the program..
2. The student tutoring consists of:
 - An introduction in the first week of the academic year;
 - Advice offered individually or in groups on potential study tracks, both in- and outside the program considering, among other things, students’ professional options after graduation;
 - Advice offered individually or in groups regarding study skills, study planning and choice of follow-up trajectories;
 - Helping or referring students who experience difficulties during their study.

Section 10 – Hardship clause

Article 10.1 – Hardship clause

In individual circumstances where application of one or more provisions from these Teaching and Examination Regulations would result in evidently unreasonable and/or unfair situations for a student, the Examination Board can deviate from said provision(s) in favor of the student.

Section 11 – Right of appeal

Article 11.1 – Right of appeal

Decisions from Examination Boards and examiners can be appealed against to the Examinations Appeals Board.

Section 12 – Final provisions and implementation

Article 12.1 – Amendment

1. Amendments to these regulations will be drawn up by the dean, in a separate resolution, after approval of the School Council, where the WHW so requires.
2. No amendments pertaining to the current academic year will take place, unless the interests of the students remain reasonably unharmed.
3. Moreover, amendments may not disadvantage students or influence any other decision regarding a student taken by the Examination Board under these regulations.
4. On the recommendation of the Examination Board, in case of major amendments to the programme curriculum, the dean will adopt a transitional regulation before 1st September of the related academic year. These regulations will be included in an outline in the Teaching and Examination Regulation and elaborated in the Rules and Regulations.

Article 12.2 – Publication

1. The dean is responsible for an appropriate publication of these regulations and the Rules and Regulations adopted by the Examination Board, as well as any amendments to these documents.
2. Any interested party may access the TER and the Rules and Regulations via the website or view a copy of these documents at the Education Office.

Article 12.3 – Adoption and Implementation

These regulations are adopted by the dean after receiving the approval of the School council, where such approval is required by law, and enter into effect on 1 September 2016.

APPENDIX 1

Specialisation programmes Arts and Culture 2015-2016

Arts, Culture and Society

Thematic Seminars		20 credits
- Arts, Culture and Engagement	5 credits	
- Cultural Policy	5 credits	
- World Heritage	5 credits	
- Arts, Audiences and Perception	5 credits	
Seminar (option)		5 credits
<i>The student chooses one of the following options</i>		
- Cultural Management		
- Cultural Tourism		
Research Seminars		10 credits
- Arts Education	5 credits	
- Sociological Approaches to Art Organizations and Careers	5 credits	
Master's thesis Class		5 credits
Master's thesis		20 credits
Total		60 credits

Cultural Economics and Entrepreneurship

Research Seminars		10 credits
- Cultural Economics: Theory	5 credits	
- Cultural Economics: Empirical or:		
- Cultural Entrepreneurship: Empirical Research	5 credits	
Thematic Seminars		15 credits
- Cultural Organizations	5 credits	
- Innovation and Cultural Industries	5 credits	
- Cultural Entrepreneurship	5 credits	
<i>A student chooses two subjects:</i>		10 credits
- Creativity and the Economy	5 credits	
- Cultural Management	5 credits	
- Economics of the Performing Arts	5 credits	
- Art Markets: Theory and Practice	5 credits	
- Cultural Tourism	5 credits	
- Project	5 credits	
- The Present State of the Arts	5 credits	
Research Workshop CE&CE		5 credits
Master's thesis		20 credits
Total		60 credits

APPENDIX 2

Pre-masters's programmes 2015-2016

Pre- master's programme Arts, Culture and Society

History of Arts and Culture	5 credits
Introduction to Social Science Methods	5 credits
Academic Skills	5 credits
Introduction to Statistical Analysis	5 credits
Sociology of Arts & Culture	10 credits
Cultural Theory	5 credits
Methods of Qualitative Research	5 credits
Introduction to Cultural Policy	5 credits
Bachelor's Thesis Class	5 credits
Bachelor Thesis	10 credits
Total	60 credits

Pre-master's programme Cultural Economics and Entrepreneurship

Introduction to Economic Theory	5 credits
Creative Economy and Creative Organizations	5 credits
Economic Geography of Creativity and Urban Development	5 credits
Value of Culture	5 credits
Art Markets in Context	5 credits
Advanced Economic Aspects of Cultural Industries	5 credits
Introduction to Social Science Research	5 credits
Introduction to Statistical Analysis	5 credits
Academic Writing	5 credits
Bachelor's Thesis Class	5 credits
Bachelor Thesis	10 credits
Total	60 credits