

Rotterdam School of Management
Erasmus University



Executive Master in Customs and Supply Chain Compliance

Executive Master

Examination Regulations

Rotterdam School of Management Erasmus University

Master Customs and Supply Chain Compliance

Examination regulations

2017 – 2020

Postal address

PO Box 1738
3000 DR Rotterdam

Visiting address

Burgemeester Oudlaan 50
3062 PA Rotterdam

Daan Stam, Eveline Wijnmaalen and Klaas Wassens
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I Examination Board of the Master in Customs and Supply Chain Compliance Programme 2017-2020.

Tasks

The examination board conducts the academic evaluation and governance of the programme. The legal framework of the Examination Board is given by Dutch law, in particular the Dutch Higher Education and Research Act (*Wet op het hoger onderwijs en wetenschappelijk onderzoek- WHW*).

The Examination Board has many different tasks. Generally, the following components can be discerned:

- A supervisory responsibility with regard to exams and examinations (correctly applying examination regulations, mediation in appeals, quality assurance);
- Enforcing regulations (guidelines for examiners, regulations regarding fraud, assessment of exams, and compensation rules).

The primary, but not exclusive, functions of the examination board are as follows:

- to review assessments and grades given for the most recent portfolio of courses; course grades are only final once RSM's examination board has ratified them
- to consider any student appeals
- to recommend whether or not a student has met the requirements to graduate
- to deliberate on special circumstances of an individual, group, or class-nature, in light of determining overall performance and programme requirements
- to recommend and endorse any course penalty that has been given; penalties may include, but are not restricted to, remedial work, a grade point deduction and requirements that a course may be repeated
- to consider and make recommendations on any perceived assessment or academic standard contradictions
- review and evaluate all programme assessments, including the results of a class' thesis in the context of the learning objectives of the programme and to make recommendations.

Composition

The board consists of a faculty member of RSM as the chair, one teacher of the programme, and one external academic member. The registrar, the academic director and the programme director act as advisors to the examination board. The examination board advises the dean of programmes of RSM and meets at key points during the academic calendar. The members are appointed by the Dean, on the advice of the dean of degree programmes. The Examination Board collectively sets up rules and policy. The Examination Board is supported by the registrar.

The Examination Board of the Master in Customs and Supply Chain Compliance programme consists of:

- Dr Daan Stam, associate professor, Rotterdam School of Management, Erasmus University (Chair)
- Prof. Rommert Dekker, full professor, Erasmus School of Economics
- Dr Joris Hulstijn, assistant professor, Tilburg University.

II Appeals procedure

A student who objects to a decision of an examiner (e.g. assessments) or the Examination Board may lodge an appeal with the decision. The appeal should be send to the Registrar, who acts as the Official Secretary of the Examination Board. The student will have a period of 10 (ten) working days from the date of the registrar's email containing the decision to raise an objection to the decision of an examiner or the Examination Board. The Examination Board together with the Management Team will then review the case and, if deemed necessary, may invite the student for a hearing. The Registrar will inform the student of the Examination Board's decision in writing.

Should the student still wish to pursue the issue, they can lodge an appeal with the university arbitration board or GNIO (*Geschillencommissie niet initiële opleidingen*) of the Erasmus University Rotterdam. In urgent cases, the chair of the GNIO can be requested to make provisions.

The appeal must be lodged within six weeks of the announcement of the disputed decision.

The appeal should be submitted in writing to the GNIO, for the attention of the Secretary of this committee:

Erasmus University Rotterdam
ABD/JZ
GNIO
Room ET-36
PO Box 1738
3000 DR Rotterdam

The sitting is in Dutch. International students are advised to take an interpreter with them to the sitting.

If a student disagrees with the verdict of the GNIO, an appeal can be submitted to the civil court within two months.

The regulations of the GNIO can be found here (in Dutch):

http://www.eur.nl/abd/bjz/cluster_rechtsbescherming_students_en_personeel/geschillencollege_niet_initiele_opleidingen

III Teaching and Examination Regulations of the Master in Customs and Supply Chain Compliance

Section 1 – General

Article 1.1 – Applicability of the regulations

These regulations are applicable to the curriculum and examinations of the post initial master's degree programme Master in Customs and Supply Chain Compliance programme (CROHO to be added at a later stage) at Rotterdam School of Management, Erasmus University, hereinafter referred to as the degree programme.

Article 1.2 – Aims of the programme

The degree programme is intended to impart scientific knowledge, skills and insights from the knowledge areas of customs regulations, supply chain management and information technology and compliance. The learning outcomes that describe the knowledge and skills that a student is expected to have after completing the programme are listed in Appendix A.

Article 1.3 – Definitions

In the regulations, words shall have the following meanings:

- a. the law: the Dutch Higher Education and Research Act (*Wet op het hoger onderwijs en wetenschappelijk onderzoek - WHW*);
- b. rules and guidelines: the rules, guidelines and instructions of the Examination Board as referred to in Article 7.12b of the law;
- c. concluding examination: the total marks of components of the degree programme;
- d. examination: the assessment of a course; an examination can be composed of a written and/or oral test or other investigation, including practical tests, into the insight, knowledge and skills of the student;
- e. EC: abbreviation of "European Credit". One EC represents 28 hours of study;
- f. course: an instruction given under the authority of a member of the academic staff; each course is concluded with an examination;
- g. practical test: a test based on a practical exercise, as referred to in Article 7.13 of the law, in one of the following forms:
 - execution of and reporting on a thesis project,
 - writing a paper,
 - carrying out a research assignment,
 - taking part in a study visit,
 - carrying out a practical assignment,
 - taking part in another study activity for the attainment of certain skills;
- h. student: a person who is admitted and enrolled to the degree programme pursuing the study and/or taking part in the examinations of the programme;
- i. examination board: the board referred to in Article 7.12 of the law;
- j. academic year: the academic year runs from 1 September to the following 31 August (inclusive);
- k. dean RSM: head of Rotterdam School of Management, Erasmus University;

- l. dean of degree programmes: head of initial and post-experience degree programmes within Rotterdam School of Management, Erasmus University and the RSM BV
- m. academic director: the person who is responsible for a specific degree programme;
- n. programme director; person who is responsible for managing the faculty members, the academic delivery and the applicability of the specific degree programme;
- o. executive director; person who is responsible for marketing, organisation and financial matters of the specific degree programme;
- p. programme manager; person who is responsible for administration, logistics and all practical matters of the specific degree programme;
- q. management team; the academic director, the programme director and the executive director of the specific degree programme;
- r. admissions team; the management team
- s. registrar; person who manages the examination administration;
- t. learning management system (LMS); information system to document, share and communicate about the programme to students, faculty and others who are directly involved in the delivery of the programme;
- u. the school: Rotterdam School of Management, Erasmus University and the RSM BV
- v. academic personnel: the members of the academic staff and the PhD candidates and other academic personnel of the School and of other academic institutions;
- w. academic staff: associate, assistant and full professor of the School and from other academic institutions;
- x. teaching team or faculty team: the members of the academic staff and other (external) lecturers, who are involved in the development and delivery of this programme.

Article 1.4 – Degree

1. Students who successfully pass all the programme components of the degree programme will – after a decision by the examination board – obtain the Master of Science degree as the programme has been granted accreditation by the Nederlands-Vlaamse Accreditatieorganisatie (NVAO).
2. The obtained degree will be recorded on the master degree certificate.

Article 1.5 – Language of instruction

The language of instruction, teaching and examinations is English.

Article 1.6 – Compulsory educational activities

1. Teaching of the programme takes place in relatively small classes, as much as possible, to enable students to obtain knowledge, skills and attitudes in the best possible way.
2. If students are prevented from participating in certain educational activities due to special circumstances, they should notify the programme manager in writing in advance. In such cases, without prejudice to the rules that apply to giving and assessing examinations of particular courses, the programme director in consultation with the instructor(s) concerned may assign alternative activities.

Section 2 – Composition of the degree programme

Article 2.1 – Part-time

Within the scope of the law, the degree programme is offered part-time.

Article 2.2 – Study load and feasibility of the degree programme

1. The programme is divided into a pre-master phase and a master-phase. The pre-master phase brings students to the required academic level, and allows the school to spend enough time to present the more advanced and integrative topics. Students with a bachelor degree are required to join the pre-master. Students, who already have an MSc degree, are advised to join the pre-master phase to strengthen cohesion within the group and to allow students to learn from and with each other.
2. The pre-master phase (16 EC) covers the basic knowledge areas and includes four modules, and a workshop on research methods. The master phase (61 EC) covers more advanced topics, an integration project, workshops and the master thesis.
3. Courses and projects, including examinations, are scheduled to be completed in approximately 8 months for the pre-master and 25 months for the master-phase.
4. To enhance the feasibility of completing the degree programme according to the schedule, the workload is evenly distributed over the duration of the programme.

Article 2.3 – Composition of the pre-master and the master degree programme

1. The concluding examination of the degree programme consists of the following programme components:

Programme Components Pre-Master Phase	ECTS
Workshop on Research Methods I	1
Essentials of Customs Law	2.5
Essential of Auditing	2.5
Essentials of Logistics	2.5
Essentials of Information Technology	2.5
Research Methods and Methodology I	5
	16

Programme Components Master Phase	ECTS
Customs Fundamentals I	6
Customs Fundamentals II	6
Trade Regulation and Supply Chain	3
Integration Project	7
Global Supply Chain Management & Logistics and Transport	5
Designing Information Chains	4
Systems Based Auditing	4
Research Methods and Methodology II	5
Master Thesis	<u>21</u>
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- Detailed descriptions of programme components and course outlines for projects and practicals such as workshops and the thesis project are published in the Student Manual, which is available on the Learning Management System. The Student Manual constitutes an integral part of these Teaching and Examination Regulations, without prejudice to the other provisions set out in these regulations.

Article 2.4 – Exemption from obligatory practicals

In exceptional cases, such as functional impairments of the student, the examination board can grant exemption from the obligation to take part in practicals (e.g. company visits etc.) and can decide that the practicals should be carried out in another way, to be determined by the examination board.

Article 2.5 – Exemption from examinations

No exemptions from examinations will be granted.

Section 3 – Admission

Article 3.1 – Admission

With due observance of the rules by law concerning admission and enrolment, the person eligible for admission to the degree programme is the person who has acquired the admission statement given by, or on behalf of, the Dean of Degree Programmes of RSM BV.

Article 3.2 – Admission requirements

The admission statement mentioned in Article 3.1 can be obtained by students who have fulfilled the following requirements:

- a) an accredited Bachelor degree / or recognised Bachelor degree programme
- b) a minimum of three years' relevant work experience,
- c) demonstrable fluency in written and spoken English, to be assessed during an intake-interview or a language test and
- d) demonstrable understanding of supply chain management and IT or audit, and preferably experience with customs, to be assessed during an intake-interview on the basis of a c.v.

Students with a bachelor degree of applied science are required to complete the pre-master phase before they are allowed to participate in the master phase of the programme.

The school will seek the advice of EP-Nuffic, the organisation for internationalisation in education, to validate Bachelor of Science degrees. The admissions team will administer the admissions process and will advise the Dean of Degree Programmes of RSM BV.

Section 4 – Taking examinations

Article 4.1 – Frequency of examinations; examination schedule; re-examinations; extra opportunities

1. There is at least one opportunity per iteration of the programme to take examinations in the courses of the degree programme and one re-sit of the examinations (article 4.3.4.).
2. The Academic Director of the programme will establish a schedule for examination. In the event of exceptional circumstances, the Academic Director of the programme can change the schedule during the academic year, provided that the change is announced in good time, via appropriate channels.
3. In exceptional cases the examination board can, at the request of the student, decide that an extra opportunity to take an examination will be offered, in derogation from the schedule.

Article 4.2 – Form of the examinations and tests

1. Examinations are conducted in written and/or oral form and/or by means of practical exercises, unless the examination board decides otherwise.
2. A description of the examination formats, as referred to in paragraph 4.2.1, are as stated in the most recent version of the course outline. These descriptions constitute an integral part of these Teaching and Examination Regulations, without prejudice to the other provisions set out in these regulations.
3. Functionally impaired students can be offered the opportunity to take tests in a manner adapted, as far as possible, to their individual impairment. Students who wish to apply for this opportunity should provide medical evidence to the examination board. The Board's decision will be made after obtaining expert advice if necessary.

Article 4.3 – Sequence of programme components

1. Students may only participate in the master-phase if they have passed the required examinations of the pre-master phase.
2. Students may start the thesis project once they have passed all examinations in the programme.
3. Students must pass all required courses to be able to graduate.
4. Students that received a grade below 5.5, and for which is indicated in the course outline that a minimum of 5,5 is required to successfully conclude the module, will be given the opportunity to re-take the examination. The course-outline will provide information on the opportunity to also re-take parts of the examinations.
5. If a student fails to adhere to the above regulations, the student's case will be referred to the Examination Board for evaluation.

Section 5 – Result of examinations

Article 5.1 – Determining, announcing and recording results of examinations; deadlines

1. The examiner will determine the updated result of an examination as a consequence of a new outcome for a test as soon as possible (and no more than four weeks) after the day on which the test was conducted, or – in the case of a take-home exam - should have been submitted. The examination board can permit derogation from this deadline.
2. The programme manager checks compliance with the deadline mentioned in the previous paragraph, and in the event that it is likely to be exceeded, reports this in good time to the programme director, who will take appropriate measures.
3. The examiner immediately reports updated examination result to the registrar, who then will consult with the programme director and/or the academic director. The student will be informed through the Learning Management System. The programme director and/or the academic director may consult with the examiner if there is a need for clarification of the examination results. The examiner remains the person who is responsible for establishing the examination results
4. The registrar is responsible for recording results of examinations. The officer also records what certificates have been presented to a student. No information about recorded data, with the exception of data about the certificates awarded, is given to anyone other than the student, the examination board, the academic director, the programme director, the executive director, the programme manager, the Board of the Erasmus University, the student counsellor and the GNIO. The examination board may decide on derogation from the provisions set out in 5.1.4 with the consent of the student involved.
5. The involvement of the registrar as referred to in 5.1.1 – 5.1.4 is without prejudice to the provisions in this matter as determined by the Executive Board of the Erasmus University.
6. The certificate of the result of an examination contains information about the way in which the student can lodge an appeal with the examination board and the GNIO.

Article 5.2 – Period of validity

1. Unless otherwise stated, examination passes as part of an ongoing programme of study are valid for two years, starting from November 13th 2019 (six weeks after the last day of the final module). The examination board may extend this period of validity if, in its judgement, the knowledge, insights and skills from the course examined are not obsolete.
2. The examination board can impose, with respect to an examination taken and passed more than two years ago, an additional or alternative examination before the student can pass the concluding examination.

Article 5.3 – Feedback and perusal

1. As soon as possible, but no later than four weeks after the written examination or assignment, the examiner will inform students of correct answers or correct content for the examination or assignment in an explanatory session, or via another approved medium. This offers students the opportunity to review the questions and assignments of the exam concerned, in addition to the model answers and the criteria for assessment. The examiner sets the date, time and procedure for each explanatory session. Feedback must be realistically managed by the examiner and the use of appropriate media (such as a virtual conference) is allowed.
2. As soon as possible – or at the same explanatory session – but no more than six weeks after the explanatory session, students will have the opportunity to peruse their own assessed

examination paper. The examiner may determine that such perusal is only for students who have registered for it and/or who have attended the explanatory session. The examiner sets the date, time, location and procedure of the perusal.

3. If a student can demonstrate that he or she was prevented from being present at the assigned location and time for the explanatory session or the perusal due to *force majeure*, at the request of the student an alternative opportunity will be offered, if possible within the term mentioned in 5.3.2.

Article 5.4 - Archiving period of written examinations

1. The assignments, answers and assessment of the written examinations will be archived (in paper or electronic form) for five years after the assessment.
2. The thesis and its assessment will be archived (in paper or electronic form) for seven years after the assessment.

Section 6 – Result of the concluding examination

Article 6.1 – The result of the concluding examination

1. The result of the concluding examination is determined by the examination board based on the examinations of courses in the programme components that build the degree programme and in compliance with the regulations stated in article 5.2 of the Rules and Guidelines.
2. In derogation from the provisions set out in paragraph 1, the examination board may, before determining the result of the concluding examination, conduct an investigation into the knowledge of the student with regard to one or more examinations of the programme, if and insofar as the results of the examinations concerned give it cause to do so.

Section 7 – Legal Protection

Article 7.1 – The appeals procedure at the GNIO

The GNIO of the Erasmus University Rotterdam is declared competent in respect of appeals procedures against decisions of examiners or the examination board of the degree programme. The regulations of the GNIO are applicable to the appeals procedure.

Section 8 – Final and Implementation Provisions

Article 8.1 – Amendments and changes

1. Amendments to these regulations will be adopted by the dean of degree programmes of RSM BV through a separate decree.
2. No amendments will be made that are applicable to the current academic year, unless the interests of the students are, within reason, not thereby prejudiced.
3. Moreover, amendments must not influence, to the detriment of the students, any other decision that has been taken with respect to a student by the examination board by virtue of these regulations.

Article 8.2 – Hardship clause

In very exceptional individual circumstances, in which application of one or more of the provisions set out in these regulations leads to evidently unreasonable and/or unfair situations with regard to a student, a student can submit a request in writing giving reasons for derogation from the said provision(s) to the examination board. The examination board may, after consulting the relevant examiner(s) and the student adviser or student counsellor, derogate from the said provision(s) in favour of the student. A decision to reject the student's request will not be made by the examination board until the applicant has been given the opportunity to present his or her case, if this is requested.

Article 8.3 – Announcement

The dean of degree programmes of RSM BV is responsible for the appropriate announcement of these regulations, of the Rules and Guidelines established by the examination board, and of amendments to these documents.

Article 8.4 – Legal effect

These regulations have legal effect from 1 September 2017.

IV Rules and Guidelines of the Examination Board

Section 1 – General

Article 1.1 – Applicability of the Rules and Guidelines

These Rules and Guidelines are applicable to the curriculum and examinations of the degree programme at Rotterdam School of Management, Erasmus University.

Article 1.2 – Definitions

1. Unless stated otherwise in these Rules and Guidelines, the same definitions will be used as formulated in the Teaching and Examination Regulations of the degree programme.
2. Fraud: the action or negligence of a student as a result of which it is impossible, entirely or in part, to form a correct judgment concerning his or her or someone else's knowledge, insight and skills.

Article 1.3 – Day-to-day procedure of the examination board

The examination board may assign portfolios for taking care of daily procedures to its members.

Article 1.4 – The authority to examine

The authority to act as examiner is conferred by decision of the examination board. A list of current examiners of the programme is included in Appendix B.

Article 1.5 – The decision-making principles

In the decision-making process the examination board employs the following principles as a guideline. If there is opposition or inconsistency between criteria, the examination board weighs the importance of employing one against the other:

- the preservation and maintenance of the quality and grading criteria of each examination;
- the efficiency of the study, for example, expressed in terms of limiting loss of time (wherever possible) for students who make rapid progress with their studies when preparing for examinations;
- Encouraging students to [postpone/halt/interrupt] their studies at the earliest opportunity as soon as it becomes apparent that they will not pass their examinations;
- protecting students from taking on too large a study load;
- maintaining an environment in which students and staff can work effectively and efficiently;
- extending leniency towards students who, through circumstances beyond their control, have encountered delays during their studies.

Section 2 – Exemptions

Article 2.1 – Exemption from practical tests

1. A request for exemption from the obligation to take part in practical tests, as referred to in Article 2.4 of the Teaching and Examination Regulations, should be submitted in writing, with reasons and supported by documentation by the student giving at least four weeks' notice before the practical test for which exemption is requested is scheduled. In exceptional cases,

the registrar may permit derogation from this notice period. To request for an exemption, the student need to submit the form 'Request to the Examination Board' (appendix C). This form should be submitted to the registrar with a copy to the programme manager.

2. The registrar decides within four weeks of receiving the exemption request and immediately informs the student of the decision. The programme manager will keep a record of this decision. The registrar will inform the examination board at its next meeting.

Section 3 – Fraud

Article 3.1 – Fraud

1. If fraud – within the meaning of Article 1.2 – is detected or suspected in the matter of taking a test, this is set down in writing by the examiner as soon as possible. If a suspected fraud is observed by the programme manager or an examination assistants, then he or she informs the examiner, who will decide on the appropriate action. The examiner (or programme manager or examination assistant) may also ask the student to make any items of evidence available. A refusal to do this is recorded in the written report. The student is given the opportunity to add written comments to the examiner's written report. The written report and any written comments are handed over to the examination board as soon as possible.
2. The examination board or the examiner may exclude any student who has committed fraud from further participation in the examination for which the test in which the irregularity was detected is part, and/or take other appropriate measures. Such an exclusion has the consequence that no result will be recorded for that examination. Before the examination board decides to make such an exclusion, it gives the student and the examiner the opportunity to give his or her account.
3. The other appropriate measures as referred to in 3.1.2 may include the following sanctions:
 - a. reprimand;
 - b. invalidation of the examination concerned;
 - c. exclusion from one or more examinations;
 - d. exclusion from one or more examination periods;
 - e. a combination of the above measures up to a maximum exclusion of one year;
 - f. in a serious case of fraud, the examination board may advise the executive board to permanently and irrevocably cancel the student's enrolment for the programme.

Section 4 – Course examinations and tests of the courses

Article 4.1 – Questions and assignments, peer review

1. Test questions and assignments that make up a course examination do not go beyond sources announced to students in advance; the announcement is, preferably before the start of the course and is made in the course outline.
2. Questions and assignments of the whole of tests of an examination reflect the material included in the course.
3. Tests in an examination are representative of the study aims of the course, in terms of content and format.
4. Questions and assignments in a test are clear and unambiguous, and are asked in such a way or contain instructions so that the student can understand how comprehensive and detailed their answers must be.

5. The way the tests of the examination will be taken is announced well in advance by the examiner, while respecting the provisos laid out in Article 4.2 of the Teaching and Examination Regulations.
6. The length of the test is such that examinees have sufficient time, measured according to reasonable criteria, to complete it.
7. When possible, the student may take the test's assignment papers with him or her at the end of the test.
8. The examiner asks a colleague or the programme director to check the quality of the examination in advance of the examination's scheduled time

Article 4.2 – Assessment criteria

1. The assessment method is sufficiently transparent so that examinees can see how the results of the tests were established.
2. If tests of an examination are given and assessed by more than one examiner, the examiners ensure that assessments are based on the same criteria. If necessary, the academic director can appoint a supervising examiner for conducting the tests.

Article 4.3 – Determining the grades: rounding off, averaging, passing, grade floor

1. Examinations are assessed with scores on a scale of 1.0 - 10.0, accurate to one decimal point, where a 5.5 is the lowest pass grade and 10.0 is the highest. Practical tests may be assessed with a 'pass' or 'fail'. A programme is considered passed only if all components of all courses that are part of that programme have been passed. Tests assessed with a 'pass' or 'fail' cannot be averaged nor included in the GPA calculation.
2. Test scores may have to be rounded off and/or averaged to give a result for an examination. The default rules for doing so are:
 - test scores are averaged, weighted on the basis of the credits, if specified;
 - test scores are always rounded off to one decimal place before subsequent calculations are made (hence, a 5.45 will become a 5.5, a 6.95 will become a 7.0, a 5.44 will become a 5.4, etc);

Section 5 – The concluding examination

Article 5.1 – Establishing the result of the concluding examination

1. The registrar establishes the results of the concluding examination on behalf of the examination board, and in accordance with the Teaching and Examination Regulations of the programme, and the Rules and Guidelines of the Examination Board. The registrar does this provided that the student has passed all components of the degree programme as mentioned in article 2.3 of the Teaching and Examination Regulations, unless:
 - the examination board decides that the examination should also include its own investigation into the knowledge, understanding and skills of the student;
 - in accordance with article 7.11, paragraph 3 of the Dutch Higher Education and Research Act (Wet op het hoger onderwijs en wetenschappelijk onderzoek- WHW), on the student's request, the examination board has granted postponing the establishment of the concluding examination until a time determined by the examination board.
2. The registrar may establish administrative rules to be applied to the concluding examination. These rules must first be approved by the examination board and must be timely and adequately announced.

Article 5.2 – The certificate, the transcript and the supplement

1. A certificate is issued by or on behalf of the examination board to prove the student has passed the examination, after the executive board has stated that the procedural requirements for its issuance have been met.
2. Examination parts belonging to the exam are stated on a transcript, which constitutes a part of the certificate.
3. The certificate and the transcript are signed by the chairman or deputy chairman of the examination board.
4. The registrar is responsible for issuing the certificate and the transcript to the student in person, on behalf of the examination board, unless the student opts to receive the documents from the examination board at the official graduation ceremony.
5. Only those students who have met all their financial obligations to RSM BV will receive the certificate and transcript.

Article 5.3 – Classifications *cum laude* and *summa cum laude*

1. If the examinee has shown exceptional skill in the concluding examination, this may be stated on the certificate with the words *cum laude* or *summa cum laude*.
2. The classification *cum laude* will be awarded if the student has fulfilled the following conditions as a minimum:
 - a. the average examinations grades as displayed on the list of grades, weighted on the basis of the credits, is an 8.25 or higher, and
 - b. the grade for the examination of the thesis trajectory is at least an 8.0, and
 - c. no more than one examination has been taken more than once.
3. The classification *summa cum laude* will be awarded if the student has fulfilled at least the following conditions:
 - a. the average grade for the examinations as displayed on the list of grades, weighted on the basis of the credits, is an 8.5 or higher, and
 - b. the grade for the examination of the thesis trajectory is at least an 8.5, and
 - c. no examination has been taken more than once.

Section 6 – final and implementation provisions

Article 6.1 – Changes in these Rules and Guidelines

There will be no changes to these Rules and Guidelines applicable to the current academic year, unless the interests of students or examinees are, within reason, not thereby prejudiced.

Article 6.2 – Legal force

These Rules and Guidelines have legal force from 1 September 2017.

Appendices

A - Intended learning outcomes

B - The authority to examine and the appointment of examiners for the Master in Customs and Supply Chain Compliance programme 2017 – 2020.

C - Form 'Request to the Examination Board'

Appendix A - Intended learning outcomes

The intended learning outcomes listed below describe which knowledge and skills participants are expected to acquire by the time they complete the degree. This specific set of learning objectives is derived from a commonly used model (Bologna Framework, Working Group on Qualifications Frameworks Report, 2005) that describes seven academic core competences. The school has applied those competences specifically to the domain of the programme. Note that in addition to knowledge, skills and attitudinal aspects are also taught. The set of intended learning outcomes include:

I. Content-related aspects

1. Knowledge

At the end of the programme, each graduate has

- knowledge of the core theoretical concepts of customs regulations, supply chain management and logistics, and information management and compliance
- an academic-level understanding of customs compliance in international supply chains
- knowledge of the interaction between customs compliance and the broader international context and external stakeholders, such as multinational business trade operations, international compliance regulatory frameworks from the World Trade Organization, World Customs Organization, and European Commission Tax & Customs Union.

2. Research

At the end of the programme, each graduate

- can, on their own, set up and execute a scientific study in this multidisciplinary domain
- has knowledge of scientific research methodology, especially about the distinction between the nature, the problems, the possibilities and the limitations of customs compliance research
- has mastered both qualitative (case studies) and quantitative research techniques, such as simulation studies and statistical data analytics
- acknowledges the interdisciplinary approach of customs compliance as an integrative discipline which is based on the three disciplines: law, supply chain management and logistics and enterprise information management and auditing, including IT auditing..

3. Design

At the end of the programme, each graduate can

- analyse a societal problem from different angles, formulate requirements and design a workable solution
- integrate requirements from various institutions, such as EU Union Customs Code (UCC) and regulations, or from other stakeholders with conflicting interests.

II. Skills-related aspects

4. Analytical skills.

At the end of the programme, each graduate

- is able to structure through analytical reasoning deduce the relevant points and draw conclusions for customs compliance issues such as customs compliance judgement of a company and customs compliance innovation
- can use and relate knowledge and theories from the different disciplines, and can provide interdisciplinary solutions for these customs compliance issues
- can compare discipline literature on a certain topic, apply this to a customs compliance issue and be able to assess the contents of publications from an interdisciplinary perspective
- can apply qualitative and quantitative techniques such as statistical and modelling techniques when analysing these issues
- can formulate and execute a study in a group, paying attention to the different stages in a research process such as formulating a research plan, reference to relevant literature, collection, processing and interpretation of data, translation of findings into conclusions and policy recommendations.

5. Social and managerial skills.

At the end of the programme, each graduate

- is able to prepare and present a written and oral report at a scientific level about customs compliance, and respond to a critical discussion
- can defend proposed formulations and solutions with sound arguments, and can criticise those of others
- can give a presentation with an account of findings and policy recommendations for a customs compliance assessment and an innovation process
- can structure and initiate customs compliance innovations in organisations
- will deal with other experts and is able to work in a team with people from different backgrounds and with all kinds of expertise, such as legal, SCM and IT, plus business and government customs professionals
- can function in an international context and can communicate with government and business partners from different a field, in a different language or from a different or culture, such as interaction of national customs inspectors with international customs policymakers, or customs units in multi-national companies
- is able to make a plan of action to be conducted in the decision process of customs compliance judgement and innovation.

III. Attitude

6. Scientific approach.

At the end of the programme, each graduate

- understands and accepts the ethical and normative ways of thinking using scientific reflection in customs compliance issues

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- is able to identify particular relations and new perspectives
 - can make independent choices for increasing knowledge and research into customs compliance
 - can sense the societal context of a decision, and any possible political or administrative sensibilities or implications
 - recognises that the natural tension between compliance judgement and compliance innovation
 - has improved their professional and independent attitude.

7. Ethical aspects.

At the end of the programme, each graduate

- can make ethical deliberations, for example about corporate governance, or the fairness or consequences of a compliance judgement
- is able to conscientiously handle ethical dilemmas in compliance judgements
- reflects on their own as well as others' work with a critical and constructive attitude
- makes the values of international orientation the basis of their views of organisations and society
- accepts corporate social responsibility and sustainability as values.

Appendix B - The authority to examine and the appointment of examiners for the Master in Customs and Supply Chain Compliance programme 2017 – 2020.

1. For the purpose of conducting examinations and establishing the result thereof, the Examination Board appoints the examiners according to the conditions listed below:
 - a. The Examination Board appoints the examiners at the start of the programme for the duration of the programme.
 - b. A UTQ (University Teaching Qualification, in Dutch BKO) or equivalent is preferable:
 - c. Examiners are:
 - Either tenured and tenure track RSM academic staff (assistant professors, associate professors, endowed and full professors) as well as tenured RSM lecturers, may be appointed as examiner for the teaching within their discipline (category 1 examiners)
 - Other members of the RSM Academic personnel (e.g. untenured lecturers, researchers, PhD-candidates) may be appointed as an examiner for a specific course (category 2 examiners)
 - Or a former member of the RSM academic staff or a (former) member of academic staff of another school of the EUR, or any other university may be temporarily appointed as examiner for a specific course. This person must meet the following requirements: a completed PhD, or a university Master's degree with demonstrated experience in research and teaching and seniority in the relevant field. Furthermore, at least a hospitality agreement is required (category 3 examiners).
2. In case of special circumstances, the Examination Board may grant extensions to the above rules.
3. All appointed examiners shall be registered in the RSM's Examiners Register.
4. The Examination Board can suspend or withdraw an examiner appointment if the person concerned persistently fails to comply with the applicable examination regulations or to deliver examinations that meet the minimal quality standards. The Examination Board will not do so until the person concerned in all fairness has had the chance to confirm to the relevant rules.

The examination board has granted the authority to examine to the following members of the faculty team of the programme:

Category 1 examiners

Prof. Albert Veenstra Professor Trade and Logistics at Rotterdam School of Management, Erasmus University
Prof. Rob Zuidwijk Professor of Supply Chain Management at Rotterdam School of Management, Erasmus University

Category 2 examiners

Dr Morteza Pourakbar Assistant professor at Rotterdam School of Management, Erasmus University

Category 3 examiners

Dr Joris Hulstijn Assistant Professor Information Management at Tilburg University
Dr Ferdinand Jaspers Programme Director at Erasmus Centre for Entrepreneurship
Dr Boriana Rukanova Assistant Professor Chemical Safety & Security at Delft University of Technology
Prof. Frank Smeele Professor Commercial Law at Erasmus School of Law
Dr. Frank Stevens Associate Professor Maritime Law at Erasmus School of Law
Prof. Yao-Hua Tan Professor of Information and Communication Technology at Delft University of Technology
Dr. Thierry Verduijn Lector Supply Chain Innovation, Hogeschool Zeeland, University of Applied Sciences
Prof. Walter de Wit Professor International and European Customs Law at Erasmus School of Law

Appendix C

Request to the Examination Committee

Name student

Phonenumber

Email.

I hereby request for (please tick):

<input type="checkbox"/>	A leave of absence
<input type="checkbox"/>	An extension of a deadline
<input type="checkbox"/>	An extension of validity of grades
<input type="checkbox"/>	Any other issue

Please specify the reason for your request:

To be filled in by the student.

Decision by the Examination Committee:

Signature Student:

Signature Examination Committee

Date:

Date:

Correspondence related to this request needs to be directed at the registrar's office at registrar@rsm.nl and a cc to jthoms@rsm.nl