

**Rotterdam School of Management
Erasmus University**

**Teaching and Examination Regulations 2021 – 2022
of the English-taught 60 EC pre-experience
MSc Degree Programmes
(including Pre-master programmes)**

Postal address

Rotterdam School of Management, Erasmus University
Examination Board, T5-41
PO Box 1738
3000 DR ROTTERDAM

Editors

C.M. Dirks – van den Broek
Secretary Examination Board RSM – EUR

© Rotterdam School of Management, Erasmus University,
Rotterdam, 31 August 2021

Visiting address

Burg. Oudlaan 50
Mandeville Building, room T5-41
Rotterdam

Contents

Teaching and Examination Regulations of the English-taught 60 EC pre-experience MSc degree programmes 2021 – 2022	3
Preamble:	3
Section 1 – General	3
Article 1.1 – Applicability of the regulations	3
Article 1.2 – Aims of the programme	3
Article 1.3 – Definitions	3
Article 1.4 – Degree	5
Article 1.5 – Language of instruction	5
Article 1.6 – Compulsory educational activities	5
Article 1.7 – Evaluation of education	5
Section 2 – Composition of the degree programme	5
Article 2.1 – Full-time / part-time	5
Article 2.2 – Study load and feasibility of the degree programme	5
Article 2.3 – Composition of the degree programmes	5
Article 2.4 – Exemption from mandatory practical exercises	6
Article 2.5 – Exemption from examinations	6
Article 2.6 – Free master programme within the master degree programme at RSM	7
Section 3 – Admission	7
Article 3.1 – Admission statement	7
Article 3.2 – Admission requirements to be eligible for admission statement	7
Section 4 – Taking examinations	8
Article 4.1 – Frequency of examinations and tests; examination schedule; re-examinations; extra opportunities	8
Article 4.2 – Form of the examinations and tests	9
Article 4.3 – Oral tests	9
Article 4.4 – Sequence of programme components	9
Section 5 – Result of examinations	9
Article 5.1 – Determining, announcing and recording results of examinations and tests; deadlines	9
Article 5.2 – Term of validity of passed courses	10
Article 5.3 – Explanatory feedback session and perusal	10
Article 5.4 - Archiving period of written tests and final exam	11
Section 6 – Result of the final exam	11
Article 6.1 – The result of the final exam	11
Section 7 – Final and Implementation Provisions	11
Article 7.1 – Amendments changes	11
Article 7.2 – Hardship clause	11
Article 7.3 – Announcement	12
Article 7.4 – Legal effect	12
Annex 1. Programme-specific regulations: programme components and admission criteria	13
Annex 2. The Pre-master Programmes	24
Annex 3. Completion old-style Master in Management programme (full time) 2018-2019 and before	26
Annex 4. Completion regulations for MSc Finance & Investments Advanced	27

Teaching and Examination Regulations of the English-taught 60 EC pre-experience MSc degree programmes 2021 – 2022

Preamble:

Pursuant to Article 7.13 of the Dutch Higher Education and Research Act (*Wet op het hoger onderwijs en wetenschappelijk onderzoek* - WHW), these Teaching and Examination Regulations (TER) have been established by the Dean RSM after consulting the Faculty Council (FC), the Programme Committee concerned (PC) and the Examination Board RSM – EUR. The FC and PC have given their consent according to their lawful approval rights.

These regulations can be adjusted annually due to new developments and policy changes regarding the teaching and the examinations. In principle, the amendments will have legal effect from the first day of the Academic Year. The unaltered parts of the regulations keep their legal force.

Section 1 – General

Article 1.1 – Applicability of the regulations

1. These regulations are applicable to the curriculum and final exams, examinations and tests of the following 60 EC pre-experience Master of Science degree programmes (full time) at Rotterdam School of Management, Erasmus University (respectively Isat code, name of the programme and abbreviation):

60644 Business Administration (*Accounting & Financial Management programme (AFM), full time Master in Management programme (MiM)*¹ and *Business Analytics & Management programme (BAM)*);

60453 Business Information Management (BIM);

60409 Finance & Investments (FI);

60456 Global Business & Sustainability (GBS);

60645 Human Resource Management (HRM);

60458 Management of Innovation (MI);

60063 Marketing Management (MM);

60457 Organisational Change & Consulting (OCC)²;

60093 Supply Chain Management (SCM);

60455 Strategic Entrepreneurship (SE);

60066 Strategic Management (SM).

These master's degree programmes are hereinafter referred to as the *degree programme*.

2. These regulations are as far as possible by analogy applicable to the curriculum and final exams, examinations and tests of the pre-master programmes (Annex 2).
3. Programme specific regulations are included in the Annex 1 (one-year degree programmes), Annex 2 (pre-master programmes), Annex 3 (completion old style Master in Management programme, full-time), and Annex 4 (completion regulations Finance & Investments Advanced programme).

Article 1.2 – Aims of the programme

The degree programme is intended to impart scientific knowledge, skills and insight in the area of business administration in an international context in such a way that the graduate is capable of scientific and socially responsible professional practice in this area and is qualified to take any desired advanced programme and to become, among other things, a scientific researcher.

Article 1.3 – Definitions

In the regulations, words shall have the following meanings:

- a. *Act*: the Dutch Higher Education and Research Act (*Wet op het hoger onderwijs en wetenschappelijk onderzoek* - WHW);
- b. *Rules and Guidelines (R&G)*: the rules, guidelines and instructions of the Examination Board as referred to in Article 7.12b of the Act;
- c. *MSc curriculum*: the total of programme components qualifying for the final exam;

¹ For the 60644 Business Administration part time Master in Management programme, a Dutch TER has been established which is a translation of this TER.

² Attention: there is no intake for the OCC programme anymore. A transition rule for the completion of this programme has been included in Annex 1.

- d. *Programme component*: a bundling of examinations with a designated function and meaning within the MSc curriculum;
- e. *Course*: an instruction given under the authority of an examiner; each course is concluded with an examination;
- f. *Final exam*: the total assessment of the performance of the student for separate examination parts of the programme, as referred to in article 7.10 of the Act;
- g. *Examination*: every course will be assessed with an examination. Each examination includes an investigation into the knowledge, insight and skills of the student, as well as the appraisal of the results of that investigation. An examination may consist of more than one test;
- h. *Test*: In general, a distinction can be made between a written test and other test types that do not fall under the term written test³:
 - A written test is a plenary individual test (on campus or remote) whether on paper or digital, within a limited time frame of 3 hours maximum, with open and/or multiple-choice questions. During a written test it is not permitted to use any other material, equipment (calculator, phone) or resources (such as books or notes) than the ones the examiner has allowed in advance (via Canvas) and that are indicated on the examination cover page;
 - Other test types such as:
 - An individual assignment, for example a case, an essay or a thesis⁴;
 - A group or team assignment, for example a case;
 - An internship;
 - An oral test;
 - A presentation;
 - A practical exercise (supervised exercise aimed at acquiring a practical skill, for example communication skills);
 - Participation performance.
- i. *EC*: abbreviation of “European Credit” which stands for study credit as referred to in Article 7.4 of the Act. One EC represents 28 hours of study;
- j. *Student*: a person who is enrolled in the university and admitted to the degree programme pursuing the study and/or to take the tests and examinations of the programme; for the further application of these regulations, this designation also applies to an enrolled ‘extraneous’;
- k. *Examination Board*: the board referred to in Article 7.12 of the Act for supervising the examinations and organization and coordination of the examinations of the programme;
- l. *Academic Year*: the academic year runs from 1 September to 31 August (inclusive) of the following calendar year;
- m. *Programme Director*: the Dean of Education in the capacity of programme director as laid down in Article 9.17 of the Act and as referred to in Article 7 of the School Regulations 2017;
- n. *Dean*: head of Rotterdam School of Management, Erasmus University;
- o. *Academic Director*: the person who is authorised by the Programme Director to spearhead the master programme and lead the programme in terms of profile, content, quality, delivery and assessment;
- p. *School*: Rotterdam School of Management, Erasmus University;
- q. *Academic personnel*:
 - the members of the academic staff of the School,
 - the trainee research assistants (PhD candidates) of the School,
 - the other academic personnel;
- r. *Academic staff*:
 - the full professors,
 - the associate professors of the School,
 - the assistant professors of the School;
- s. *Teaching team*: the members of the academic staff and the academic lecturers teaching courses within the degree programme.
- t. *Explanatory feedback session*: in Dutch “nabespreking” as referred to in Article 7.13, par 2, sub q of the Act. It is an important meeting that gives students the opportunity to learn from their mistakes. They have the opportunity to review the questions and assignments of the test concerned, along with the answer models and criteria for assessment.

³ Difference between written tests and other tests is important for example for resit-possibilities, see Article 4.1 TER and rules of order, see Section 3 R&G.

⁴ Assignments with a limited time frame of 3 hrs. or less are considered written tests.

- u. *Perusal*: in Dutch “inzage” as referred to in Article 7.13, par. 2 sub p. of the Act. It is an opportunity for students to peruse their own assessed written test.
- v. *Student Administration*: Student Administration Erasmus University, Team Study Progress & Diploma Administration – RSM.

Article 1.4 – Degree

1. A student who has successfully passed all the programme components of the MSc degree programme will obtain the degree of Master of Science in the respective discipline.
2. The obtained degree will be indicated on the master’s degree certificate.

Article 1.5 – Language of instruction

1. The language of instruction – teaching and examinations – is English.
2. In cases, the Examination Board can grant exemption from paragraph 1.

Article 1.6 – Compulsory educational activities

1. Teaching in most of the programme components takes place on a small-scale basis to enable students to obtain knowledge, skills and attitudes in the best possible way. The basic requirement, therefore, is that the students take part in all activities.
2. If students are prevented from participating in certain educational activities due to special circumstances, they should report this to the instructor concerned in advance. In such cases, without prejudice to the rules that apply to giving and assessing examinations of particular courses, instructors may assign alternative activities.

Article 1.7 – Evaluation of education

1. The Programme Director will be responsible for ensuring the evaluation of education.
2. The Programme Director will inform the Faculty Council and the Programme Committee of the method and frequency with which components of the curriculum are to be evaluated.
3. The Programme Director will inform the Faculty Council and the Programme Committee of the outcomes of the evaluation, the amendments made as a result of this and the effect of the actual amendments.

Section 2 – Composition of the degree programme

Article 2.1 – Full-time / part-time

Within the scope of the Act, the degree programme is offered full-time.

Article 2.2 – Study load and feasibility of the degree programme

1. The degree programme has a study load of 60 EC.
2. Courses and projects, including examinations, are scheduled to be completed in one year.
3. To further feasibility of completing the degree programme according to the schedule, the workload is spread evenly over the programme’s duration. Thus, it is not allowed to do more courses within a block than scheduled. The Examination Board may exempt talented students from this rule.

Article 2.3 – Composition of the degree programmes

1. The composition of the MSc degree programmes – the full-time Master in Management Programme (see Annex 1) and the Business Analytics & Management Programme (see Annex 1) excluded – consists of seven programme components as follows:

Programme Components:	EC
<u>Core Courses and Research Clinic (total 26 EC):</u>	
1. Core Courses Block 1 (CC1)	10 - 11
2. Core Courses Block 2 (CC2)	10 - 11
3. Research Clinic	4 - 6
<u>Electives:</u>	
4. Master Programme Elective (MPE)	6

5. Master Programme Elective (MPE)	6
6. Master Free elective (MFE)	6
7. Thesis Trajectory: – Thesis proposal – Thesis – Oral defence	16

2. The detailing of the examination parts referred to in paragraph 1 in the Canvas course manuals of the programme and/or the most recent version of the (digital) Study Guide of
 - the further descriptions of programme components into core courses and elective courses, including mandatory practical exercises, and the thesis project;
 - the designation of these programme components as crediting towards a specific master programme,
 constitute an integral part of these Teaching and Examination Regulations, without prejudice to the other provisions set out in these regulations.
3. Students are to choose electives such that they build on and extend a student's acquired knowledge. More specifically,
 - a. the MPE's are to be chosen from among a designated pool of electives specific for the master programme,
 - b. the MFE is to be chosen from among
 - i) all the elective programme components offered by RSM in an initial MSc programme (MScIM and MScBA MiM and BAM programmes excluded), except in case a programme component has set specific requirements for participants,
 - ii) or the student may choose, upon approval by the Examination Board and the Academic Director, among components such as core courses of another national accredited master programme of either RSM or of any other School of the Erasmus University Rotterdam or any other research university;
 - iii) or the student may choose, upon approval by the Examination Board and the Academic Director an approved International Exchange Programme. Students must leave the MFE open when selected for an Exchange, unless otherwise decided in special circumstances. Furthermore, the International Exchange Programme must consist of at least 20 EC. If the courses of the International Exchange Programme do not add up to 20 EC, the International Exchange Programme will not be registered as part of the degree programme. Further details and rules are published in the Study Guide and/or on the programme's website.
4. Each master's degree programme can offer an extra course to outstanding students: the honours class. The admission to the honours class is selective. The selection procedure is transparent and published in the Study Guide and/or in SIN-Online. Participation is voluntary. Students can participate in one honours class at the most, per degree programme.
5. Without prejudice to the MSc curriculum as set forth in paragraph 1, a student may seek to expand the degree programme with one additional programme component or course worth up to 15 EC in total. An extra programme component/course is subject to acknowledgement by the Examination Board, except for the RSM MPE's and MFE's as mentioned in paragraph 3a and 3b which are acknowledged by default. In compliance with Article 2.2 paragraph 3, it is not allowed to do more courses within a block than scheduled.
An acknowledged additional programme component will be listed as an extra MFE on the grade transcript and will be included in GPA calculations. Once acknowledged, the extra programme components cannot be revoked by the student.

Article 2.4 – Exemption from mandatory practical exercises

In exceptional cases, the Examination Board can grant exemption from the obligation to take part in practical exercises. In that case, the Examination Board can decide that the practical exercises should be carried out in another way, to be determined by the Examination Board.

Article 2.5 – Exemption from examinations

No exemption from courses, examinations or tests will be granted.

Article 2.6 – Free master programme within the master's degree programme at RSM

1. Upon approval by the Examination Board, students who are enrolled in the programme can combine their own master's degree programme composed of courses offered by the university, which will lead to the degree of Master of Science in one of the respective disciplines as defined in Article 1.1, paragraph 1.
2. The master's degree programme mentioned in paragraph 1 must consist of sufficient courses in the area of business administration according to the Examination Board, and in any case of the thesis trajectory of 16 EC.
3. The TER and R&G are applicable to the degree programme mentioned in paragraph 1 and approved by the Examination Board.

Section 3 – Admission ⁵

Article 3.1 – Admission statement

With due observance of the rules by law concerning admission and enrolment and of deviating programme specific admission requirements laid down in [Annex 1](#) of these Regulations, eligible for admission to the programme is the one who has acquired the admission statement given by the Dean of RSM on behalf of the Executive Board of Erasmus University. A submitted application will be accessed by the RSM Admissions Office and also admission statements will be sent out by the same office.

Article 3.2 – Admission requirements to be eligible for admission statement

1. Eligible for the admission statement mentioned in Article 3.1 are students who
 - passed the final exam of the Bachelor of Science in Business Administration or International Business Administration at Rotterdam School of Management, Erasmus University or
 - obtained a nationally accredited Bachelor of Science in Business Administration degree of any nationally accredited and/or recognized Bachelor's (of Science) degree programme of any research university that is comparable in level and content with the bachelor's degree of the (International) Business Administration programme of Rotterdam School of Management, Erasmus University or
 - obtained an internationally accredited Bachelor's (of Science) degree programme of any research university that includes the programme specific requirements mentioned in Annex 1 of these regulations, or
 - completed RSM's pre-master programme with the appropriate course(s) mentioned in Annex 2 of these regulations, or the pre-master programme of another higher education institution as approved by the RSM Admissions Office.
2. In addition, applicants must meet the following requirements:
 - Proficiency in English at CEFR level C1 overall C1 (sub-scores at least B2.2), to be proven by:
 - IELTS: minimum overall score 7.0 and minimum sub-scores 6.5, or
 - TOEFL (iBT): minimum overall score 94 + minimum sub scores 22 (Reading, Listening and Speaking) and 24 for Writing, or
 - Cambridge ESOL: Equal to CAE-C/C1 Advanced or CPE-C/C2 proficiency, or
 - Cambridge BEC Higher/C1 Business Higher: Minimum grade C, or
 - CEFR test results: English course/test results at C1 (overall C1, sub-scores minimum B2.2) level taken at any national accredited university of applied science or research university within the EU/EEA. All aspects of the language must be tested (reading, writing, listening and oral skills).

No other English-language test results will be accepted.
The test results must be verifiable.

⁵ **Attention:** This section is about the admission criteria valid for entry September 2021.

The (additional) admission criteria for Academic Year 2022 – 2023 will be announced in October 2021 on the admission pages on the RSM website. These criteria will be part of the TER. RSM expects that all applicants are aware of the latest content in relation to the admission requirements through the programme specific admission pages on the RSM website and that they regularly check the content for (unforeseen) changes. Therefore, please check the [RSM website](#) for the latest requirements. In addition, RSM strongly suggests all applicants to visit the Master Open Days (organized on campus twice a year) and/or participate in one of many virtual information sessions (VIS), organized frequently.

Exempted from an English test are students who are a native English speaker from the USA, UK, Canada, Ireland, Australia, New Zealand or South Africa or whose secondary school, undergraduate or master's degree programme was taught completely in the English language in one of the following countries: USA, Canada, Australia, New Zealand, South Africa or within the EU/EEA. Exemption is also granted for applicants who have obtained an International Baccalaureate Certificate in English (English A SL min grade 5, English A HL min grade 4 or English B HL min grade 5), or who have obtained a European Baccalaureate Diploma with a minimum grade of 7.0 for English (Language 1 or 2).

- A grade point average (GPA) equivalent to a 7 out of 10 in the Dutch education system, which is considered to be above average. The RSM Admissions Office will ultimately decide whether a GPA is sufficient or not.
 - A GMAT score of at least 600. Students with a bachelor's degree from a Dutch research university are exempted from a GMAT test. The test results must be verifiable.
3. There are mandatory application and registration procedures with deadlines. These procedures will be published in a timely manner on the RSM website. Applications and registrations that do not meet the requirements above or do not comply with the deadlines will not be processed.

Section 4 – Taking examinations

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

1. The opportunity to take written tests as referred to in Article 1.3 sub h is given twice per academic year: a regular test and a re-sit. The other test types as referred to in Article 1.3 sub h can be taken at least once per year.
2. By way of derogation from paragraph 1 first sentence, the re-sit shall be cancelled in case no students have registered during the regular registration period for the re-sit.
3. By way of derogation from paragraph 1 second sentence, in case a course is mainly or only assessed by other test types at least a re-sit or a reasonable improvement option⁶ is required.
4. Only students who submit the final thesis before the deadline of the first opportunity as announced by the programme in question, are eligible to submit a re-sit version for the deadline in August.
5. Students who have not passed the thesis proposal at the first opportunity, will be offered a retry for which the submission deadline is set at least at ten working days from the date of publication of the first opportunity results.
6. With due observance of the provisions of the first paragraph, the student may retake a passed written test in the same Academic Year if a re-sit opportunity has been scheduled in the official exam timetable. The result for the test is established on the highest test result obtained. As long as a student has not yet passed all courses of the degree programme, the student may improve the grade of a passed course in a following Academic Year; in that case the student must redo the whole course including all tests (unless the examiner explicitly determined otherwise in the course manual or the Examination Board approved derogation from this rule in an individual case because of personal circumstances). The final result for the course will be established on the highest result obtained. In case the material to be studied for a course has changed, the subsequent tests will reflect the new material.
7. In addition to the provisions set out in paragraphs 1 and 2, the opportunity to take a test for which the accompanying course is given for the last time ever, is given two times in the academic year subsequent to the last year of the course in case of a written test and only once in case of other test types. The tests of the master electives are excluded from this rule. The tests will be scheduled during the examination period concerned. Deviating from paragraph 6 above, tests for these courses that have already been passed may not be taken again.
8. Without prejudice to applicable regulations regarding a period free of tests, and with due observance of the other provisions set out in these regulations, and of the Rules and Guidelines established by the Examination Board, the Programme Director establishes a schedule of the exam periods for written tests and examinations before the start of the academic year. In the event of urgent exceptional circumstances, the Programme Director can change the schedule during the academic year, provided that the change is announced in good time and no later than the start of

⁶ The exact content of the improvement option (for instance rules regarding applicability of option, for failed tests only, minimum grade requirement, cap on the grade, grade reduction) is at the discretion of the examiner. The examiner must include the rules for an improvement option in the course manual.

the enrolment period, of the period of tests concerned, via appropriate channels such as SIN-Online.

9. In exceptional cases⁷ the Examination Board can, at the request of the student, decide that an extra opportunity to take a test will be offered, in derogation from the schedule.
10. To courses that are instructed under the supervision and authority of national accredited institutions other than Rotterdam School of Management, Erasmus University and for which results are converted to the MSc curriculum, the rules and regulations apply as set, upheld and applied by the Examination Board, or equivalent body, of that accredited institution.

Article 4.2 – Form of the examinations and tests

1. The examinations of the programme are taken according to the test types described in Article 1.3 sub h. Furthermore, attendance requirements may be set as a prerequisite for assessment, provided that this is well substantiated by the examiner and published in the course manual. The Examination Board may allow deviations from this rule.
2. If the Examination Board approved that the assessment format as referred to in the foregoing paragraph shall be different, the examiner will announce this to the students as soon as possible and within reasonable time before the test is to be held.
3. The elaborations on the form of the tests as referred to in paragraph 1, stated in the most recent version of the Canvas course manual for each course, constitute an integral part of these Teaching and Examination Regulations, without prejudice to the other provisions set out in these regulations.
4. In exceptional cases the Examination Board may, at the request of the student, decide to permit derogations from the provisions set out in paragraph 1.
5. Students with verifiable physical or mental impairments or specific learning difficulties that could have an effect on the ability to study, are offered the opportunity to take tests in a manner adapted as far as possible to their individual situation. Requests can be submitted via Osiris Cases, accompanied by all relevant documentation, such as a medical statement or diagnostic assessment. The Examination Board will, if necessary, obtain expert advice before making a decision.

Article 4.3 – Oral tests

1. No more than one person will be given an oral test at a time by a given examiner unless the Examination Board has decided otherwise.
2. An oral test is taken in public, unless in an exceptional case the Examination Board or the examiner concerned has decided otherwise, or the student has objected to this.
3. An oral test should be assessed by at least two examiners or in the event of one examiner only, the assessment must be video and/or audio recorded. The Examination Board will archive the recorded file for two years after the assessment, or seven years in case of the oral Thesis defence.

Article 4.4 – Sequence of programme components

1. A student may continue the thesis trajectory only after a designated research methods course of at least 4 and of most 6 EC of the degree programme has been passed.
2. If the thesis proposal has not been passed or has not been delivered in a timely manner, the student may not proceed with the thesis trajectory and has to retake the trajectory the following Academic Year and has to choose a new thesis topic and will be assigned a new coach.
3. In exceptional individual cases, at the student's or examiners request, the Examination Board may derogate from the foregoing paragraphs, after consulting the student adviser and the involved examiners depending on the particular situation.

Section 5 – Result of examinations

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

1. The examiner determines the result of an examination/test as referred to in Article 1.3 sub g. and h. as soon as possible. The following deadlines are in place:
 - a. The ultimate deadline for provisional grades is twenty working days after the examination/test. Provisional grades must be communicated via SIN-Online or CANVAS grade centre.

⁷ Please check the [Examination Board's website](#) for [the policy on extra exam opportunities](#)

- b. The ultimate deadline for registration in OSIRIS of the definitive grades is 40 working days after the last examination/test.
 - c. In case a resit takes place within a period of 45 working days after the original examination/test, the ultimate deadline for communicating and registration of the definitive grades is ten working days before the resit.
2. In deviation from paragraph 1 of this article, the thesis proposal and the thesis report must be assessed within ten working days of submission.
3. In deviation from paragraph 1 of this article, the examiner(s) determine(s) the result of an oral test immediately and give(s) the student a written notification of the grade.
4. In the event of *force majeure*, the Examination Board can permit derogation from the deadlines mentioned in the foregoing paragraphs.
5. The Student Administration 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 chairman of the Examination Board.
6. The examiner reports updated examination and/or test result to the Student Administration, which then informs the student of this in writing.
7. The Student Administration is responsible for recording the results of examinations and tests. This Office 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 directors of the study programme, the Executive Board of the Erasmus University, the student advisor, the student counsellor and the Examination Appeals Board (*CBE*). The Examination Board may decide on derogation from the provisions set out in the last sentence under the consent of the student involved.
8. The involvement of the Student Administration as referred to in the previous paragraphs is without prejudice to the provisions in this matter as determined by the Executive Board of the Erasmus University.
9. The written certificate concerning the result of an examination or test contains information about the way in which the student can lodge an appeal with the Examination Appeals Board (*CBE*).

Article 5.2 – Term of validity of passed courses

1. Unless otherwise mentioned, the term of validity for passed courses – including approved courses of another degree programme – is in principle unlimited.
2. In derogation from the preceding paragraph and as long as the final exam has not been passed yet, the Examination Board, in consultation with the Academic Director concerned, may declare the term of validity of a course that has been passed more than six years ago expired if – in its judgement – the knowledge, insights and skills taught during the course have become obsolete. In that case, the Examination Board can impose an additional or alternative course or examination, before the student may pass the final exam.
3. If the examination of a course is composed of more than one test, the term of validity of each test shall be limited to the academic year in which the tests are taken, unless the examiner explicitly determined otherwise in the course manual or the Examination Board approved derogation from this rule in an individual case because of personal circumstances.

Article 5.3 – Explanatory feedback session and perusal

1. As soon as possible but no later than 20 working days after the written test, the examiner will give explanatory feedback. The examiner will provide information about the content of the written test and the correct answers/answer models in an *explanatory feedback session* or via another approved medium (such as through Canvas). This offers students the opportunity to review the questions and assignments of the exam concerned, along with the answer models and criteria for assessment. The examiner sets the date, time and procedure of the explanatory feedback session. The explanatory feedback session must be realistically managed, and the use of appropriate media (such as Canvas) is allowed. In view of a good preparation of the explanatory feedback session, the exam questions and answers model(s) need to be posted as soon as possible after a written test and no later than five working days after the test took place. Although with exception upon the examiner's request, the Examination Board may grant the examiner an exemption from posting the exam question on Canvas in the event of important reasons.
2. As soon as possible – or at the same explanatory feedback session – but no later than twenty working days after the explanatory feedback session, students will have the opportunity to peruse their own assessed exam. The perusal takes place in principle on the basis of a (digital) copy only.

A paper copy may be charged at cost price. The examiner may determine that the perusal is only for students who registered for it and/or who have attended the explanatory feedback session. The examiner sets the date, time, location and procedure of the perusal. In case of a 100% multiple-choice test and the questions, answer key and multiple-choice answer forms are available to the student, the examiner is exempted from organizing the perusal.

3. In the event that a student can demonstrate that he/she was prevented from being present at the assigned location and time for the explanatory feedback 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 paragraph 2.

Article 5.4 - Archiving period of written tests and final exam

1. The assignments, answers and the assessment of the written tests will be archived (in paper or electronic form) for two years after the assessment.
2. The exam protocol, test key, pass mark, test questions/assignments and evaluation of the written tests are stored (in paper or digital form) for seven years after the examination.
3. The Thesis and the assessment thereof will be archived (in paper or electronic form) for seven years after the assessment.

Section 6 – Result of the final exam

Article 6.1 – The result of the final exam

1. The result of the final exam is determined by the Examination Board based on the examinations of courses in the programme components that comprise the MSc curriculum and the approved extra programme components as mentioned in article 2.3 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 final exam, conduct an investigation into the knowledge of the student with regard to one or more examinations or tests of the programme, if and insofar as the results of the examinations or tests concerned give it cause to do so.
3. In derogation from the provisions set out in paragraph 1, the result of the final exam will not be determined for students who are - by way of derogation from Article 3.2, paragraph 1 - admitted to the programme without having obtained the bachelor's degree and/or completed the pre-master programme yet⁸, until they have actually obtained their bachelor's degree and/or completed the pre-master programme.

Section 7 – Final and Implementation Provisions

Article 7.1 – Amendments changes

1. Amendments to these regulations will be adopted by the Dean RSM 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, in reason, not thereby prejudiced.
3. Moreover, amendments must not influence, to the detriment of the students any other decision, which has been taken with respect to a student by the Examination Board by virtue of these regulations.

Article 7.2 – 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, and with 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.

⁸ For instance, as a result of the worldwide impact of the Coronavirus, RSM decided to temporarily implement some leniency regarding certain admission criteria for the MSc and Premaster programmes for the September 2020 and 2021 intakes.

Article 7.3 – Announcement

The Dean RSM is responsible for an appropriate announcement of these regulations, of the Rules and Guidelines established by the Examination Board, and of amendments to these documents.

Article 7.4 – Legal effect

These regulations have legal effect from 1 September 2021.

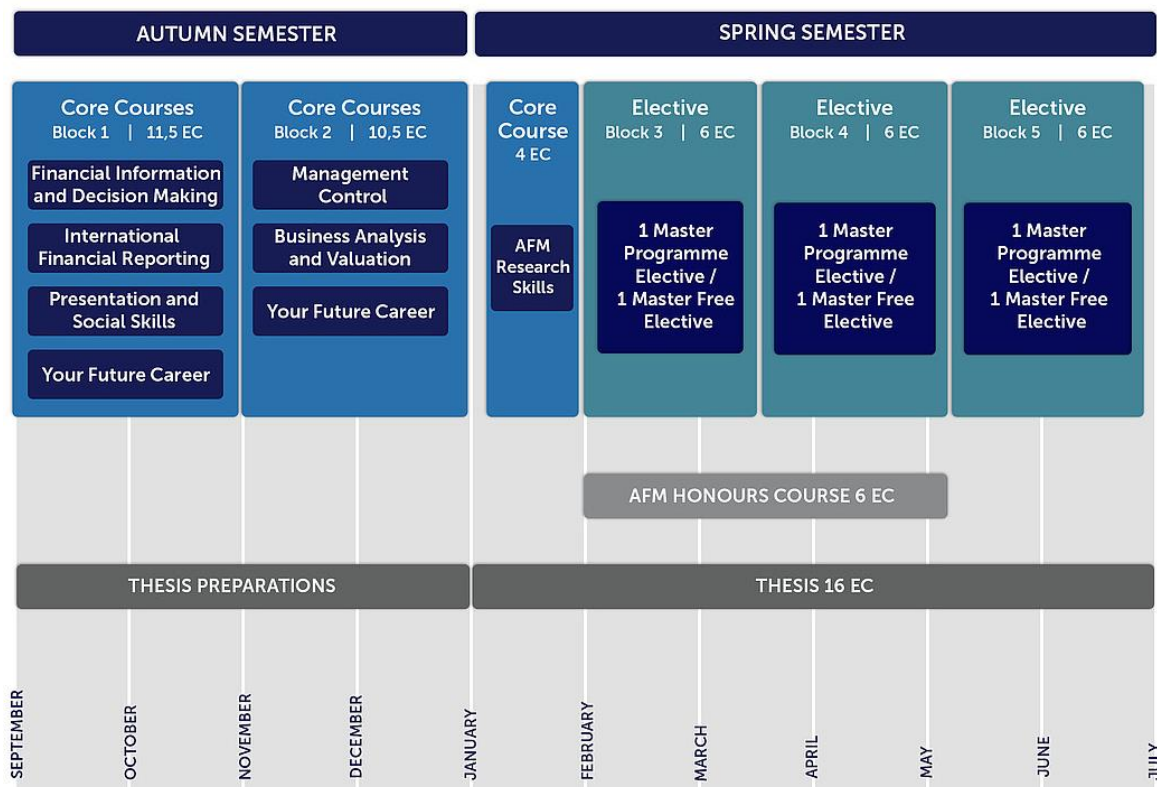
Annex 1. Programme-specific regulations: programme components and admission criteria

The MSc degree programmes as referred to in Article 1.1, paragraph 1 of the TER have specific programme components as referred to in Article 2.3 and admission criteria⁹ next to those mentioned in Section 3 of the TER.

The specific regulations per MSc degree programme 2021 – 2022 are the following:

Business Administration: Accounting & Financial Management (AFM), Master in Management (MiM), and Business Analytics & Management (BAM)

Curriculum AFM programme



⁹ Note: The (additional) admission criteria for Academic Year **2022 – 2023** will be announced in October 2021 on the admission pages on the RSM website. These criteria will be part of the TER. RSM expects that all applicants are aware of the latest content in relation to the admission requirements through the programme-specific admission pages on the RSM website and that they regularly check the content for (unforeseen) changes. Therefore, please check the [RSM website](#) for the latest requirements.

Curriculum BAM programme:

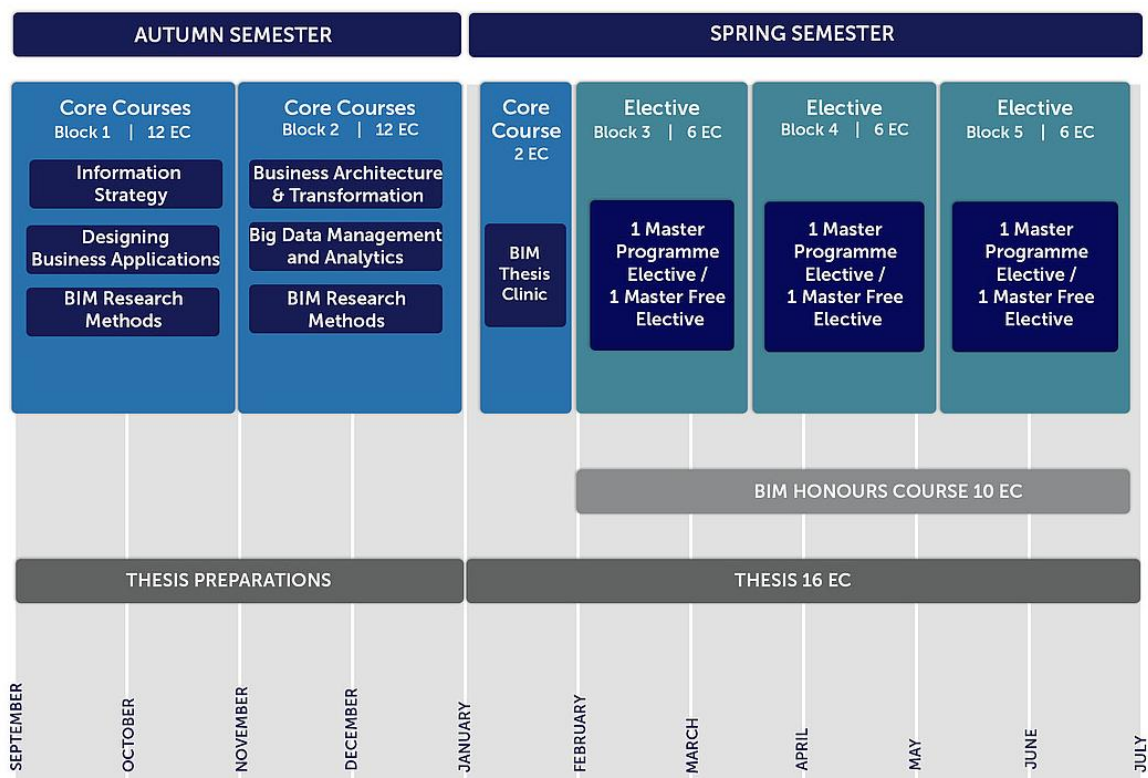
Autumn Semester				Spring Semester							
Block 1		Block 2		January	Block 3		Block 4		Block 5		
Advanced Statistics & Programming 4 EC		Management Science 3 EC		Thesis & Internship 18 EC							
Data Management & Ethics 4 EC		Machine Learning & Learning Algorithms 4 EC		Business Analytics Workshop 6 EC	#Customer Analytics 5 EC			#Supply Chain Analytics 5 EC			
Experimentation & Causal Inference 4 EC		*Economics of Digitization & Supply Chain 3 EC			#Algorithms in Control 5 EC			#Analyzing Digital Footprints 5 EC			
Your Future Career 1 EC		*Marketing Models 3 EC			#Business Analytics Applications w/ Python 5 EC			#FinTech: Business Models and Application 5 EC			
		*Principles of Financial Modeling 3 EC			# Choose 1 out of 3			# Choose 1 out of 3			
				* Choose 2 out of 3							
September	October	November	December	January	February	March	April	May	June	July	

Curriculum MiM programme:

Autumn Semester				Spring Semester						
Block 1		Block 2		January	Block 3		Block 4		Block 5	
Entrepreneurial Challenge 2 EC	Building My Career 1 EC									
	Strategic Management 4 EC	Psychology & Business 4 EC	Corporate Finance 3 EC							
	Marketing Management 4 EC	Accounting 3 EC		Decision Science & Operations 6 EC	Corporate Governance 4 EC					
	Business Analytics 6 EC			Consultancy Project 6 EC						
				Research Clinic 1 EC	Master Thesis 16 EC					
September	October	November	December	January	February	March	April	May	June	July

Admission criteria:

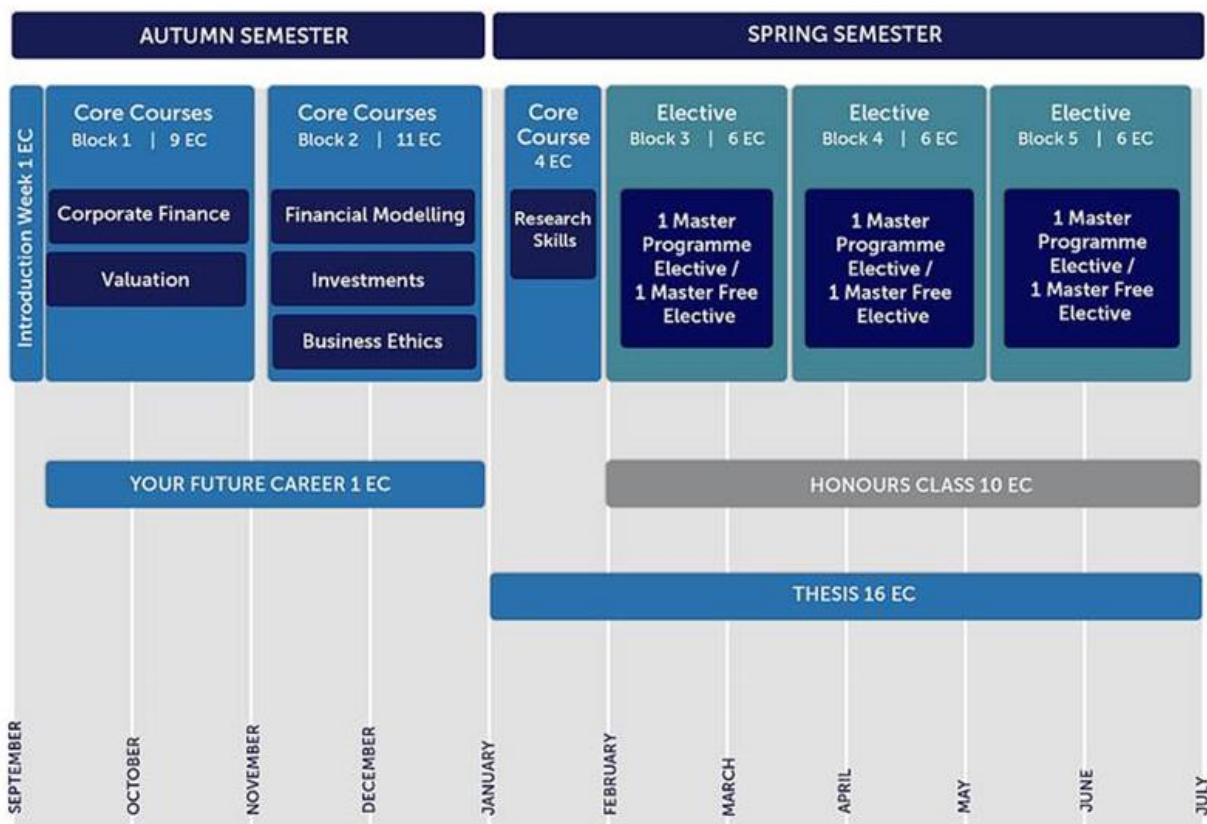
The admission statement mentioned in article 3.1 can be obtained by students from outside the RSM who have obtained a bachelor's or undergraduate degree from a research university. A minimum total of 20 EC in qualitative and quantitative research methods and statistics must have been part of the bachelor curriculum. The intake per September 2021 will be capped. Please check the programme specific admission pages on the RSM website for further details.

Business Information Management*Curriculum:**Admission criteria:*

The admission statement mentioned in article 3.1 can be obtained by students from outside the RSM who have obtained a bachelor's or undergraduate degree from a research university. A minimum total of 20 EC in qualitative and quantitative research methods and statistics as well as a minimum of 40 EC in advanced courses in business administration including information management must have been part of the bachelor curriculum. The intake per September 2021 will be maximized. Please check the programme specific admission pages on the RSM website for further details.

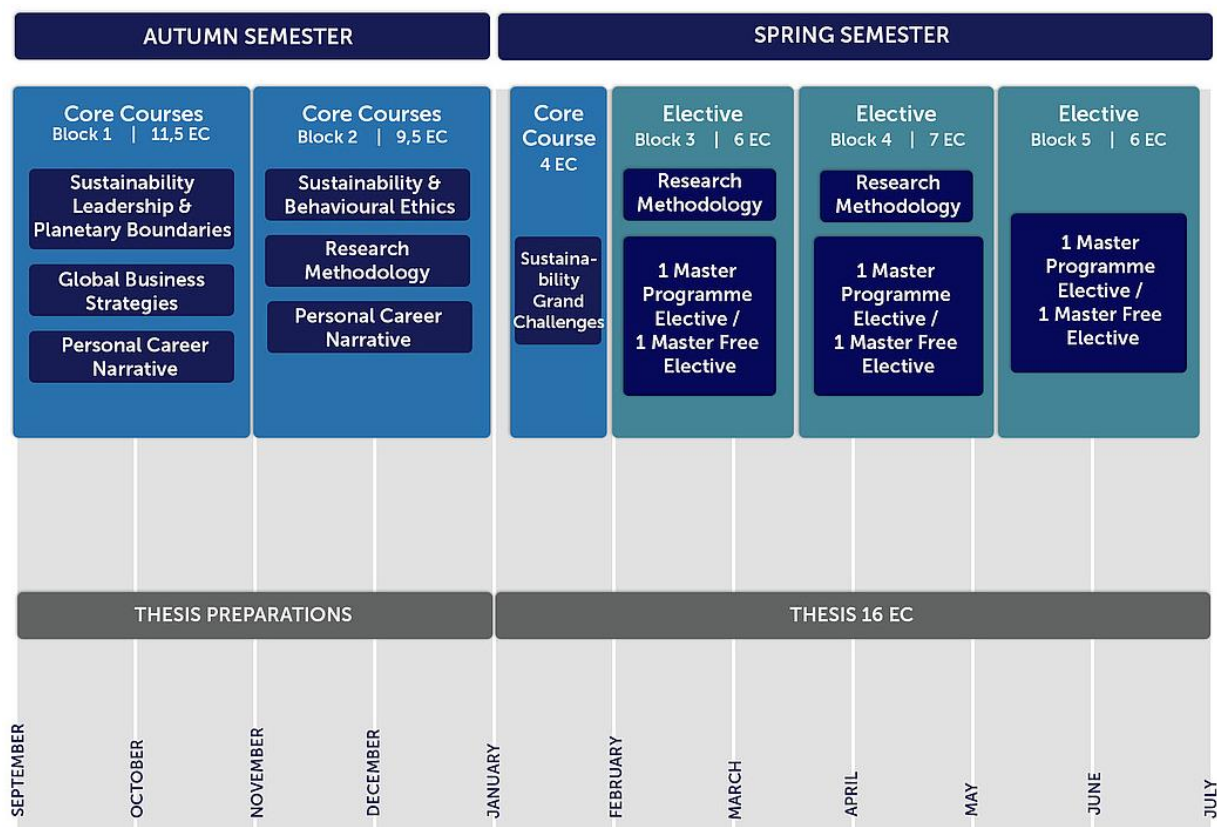
Finance & Investments

Curriculum:

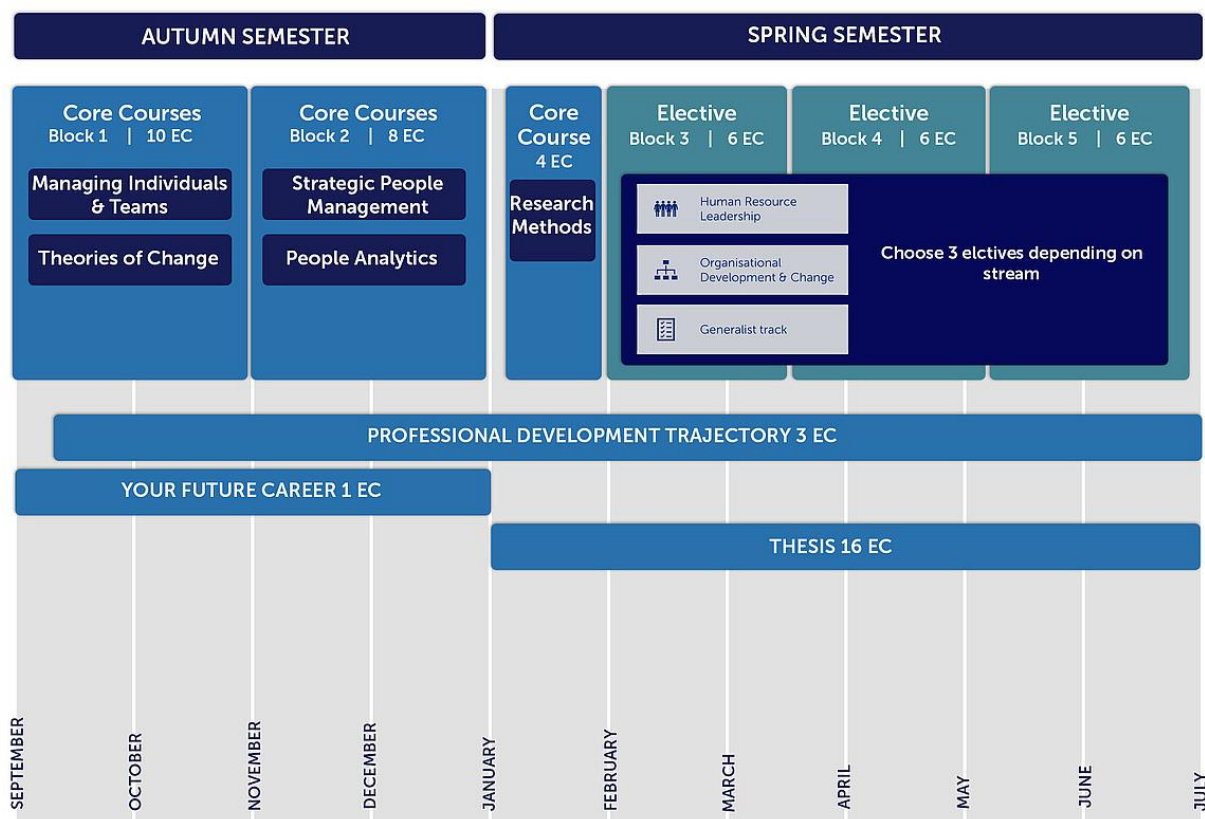


Admission criteria:

The admission statement mentioned in article 3.1 can be obtained by students from outside the RSM who have obtained a bachelor's degree from a research university. A minimum total of 20 EC in qualitative and quantitative research methods and statistics as well as a minimum of 40 EC in advanced courses in business administration including finance must have been part of the bachelor curriculum. The intake per September 2021 will be capped. Please check the programme specific admission pages on the RSM website for further details.

Global Business & Sustainability*Curriculum:**Admission criteria:*

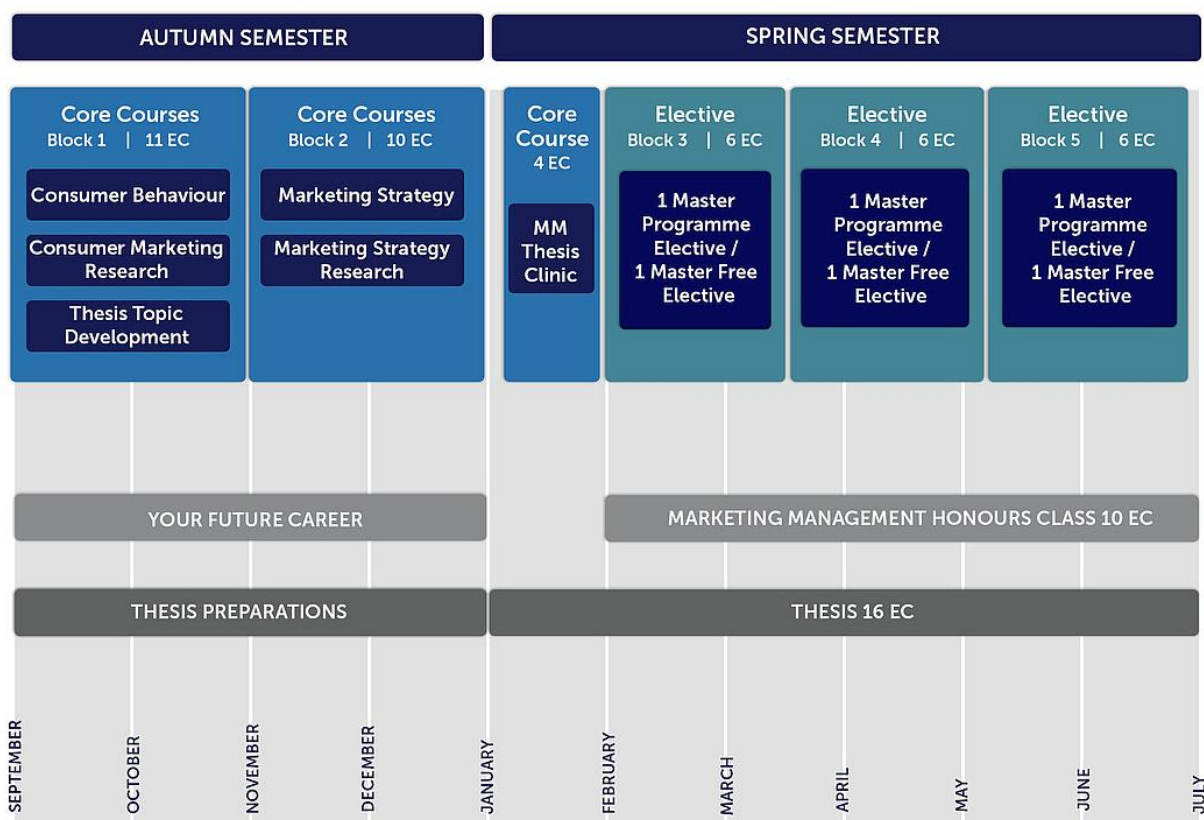
The admission statement mentioned in article 3.1 can be obtained by students from outside the RSM who have obtained a bachelor's or undergraduate degree from a research university. A minimum total of 20 EC in qualitative and quantitative research methods and statistics, a minimum of 40 EC in advanced courses of which at least 20 EC in organization studies, management or business administration. The remaining 20 EC may contain courses in social sustainability, social justice, ethics, human rights, ecological sustainability or business administration. The intake per September 2022 may be capped. Please check the programme specific admission pages on the RSM website for further details.

Human Resource Management*Curriculum:**Admission criteria:*

The admission statement mentioned in article 3.1 can be obtained by students from outside the RSM who have obtained a bachelor's or undergraduate degree from a research university. A minimum total of 20 EC in qualitative and quantitative research methods and statistics as well as a minimum of 40 EC in advanced courses in business administration including organizational theory & behaviour and/or industrial and organizational psychology and/or social psychology must have been part of the bachelor curriculum.

Admission criteria:

19

Marketing Management*Curriculum:**Admission criteria:*

The admission statement mentioned in article 3.1 can be obtained by students from outside the RSM who have obtained a bachelor's or undergraduate degree from a research university. A minimum total of 20 EC in qualitative and quantitative research methods and statistics as well as a minimum of 40 EC in advanced courses in business administration and marketing OR business communications and Marketing must have been part of the bachelor curriculum. The intake per September 2022 may be capped. Please check the programme specific admission pages on the RSM website for further details.

Organisational Change & Consulting

The last intake for the MSc OCC degree programme was September 2020. For OCC students who did not yet finish the MSc OCC programme at the start of Academic Year 2021-2022, the following transition rules are applicable:

- The OCC-courses will not be offered again. However, in accordance with Article 4.1 par. 7, there will be resit exams for the core courses and the Master Programme electives during Academic Year 2021-2022. Written tests will be offered twice, and other test types only once. Students are only allowed to take these resits in case they did not pass the course.
- Students who did not finish the thesis yet, will be able to finish it during the Academic Year 2021-2022.
- The MSc OCC degree can be granted until 1 September 2022.
- OCC students who did not finish the OCC degree programme by 1 September 2022, will be given the option to graduate from the MSc People, Organisations & Change degree programme, as the MSc HRM will be called from Academic Year 2022-2023 onwards¹⁰.

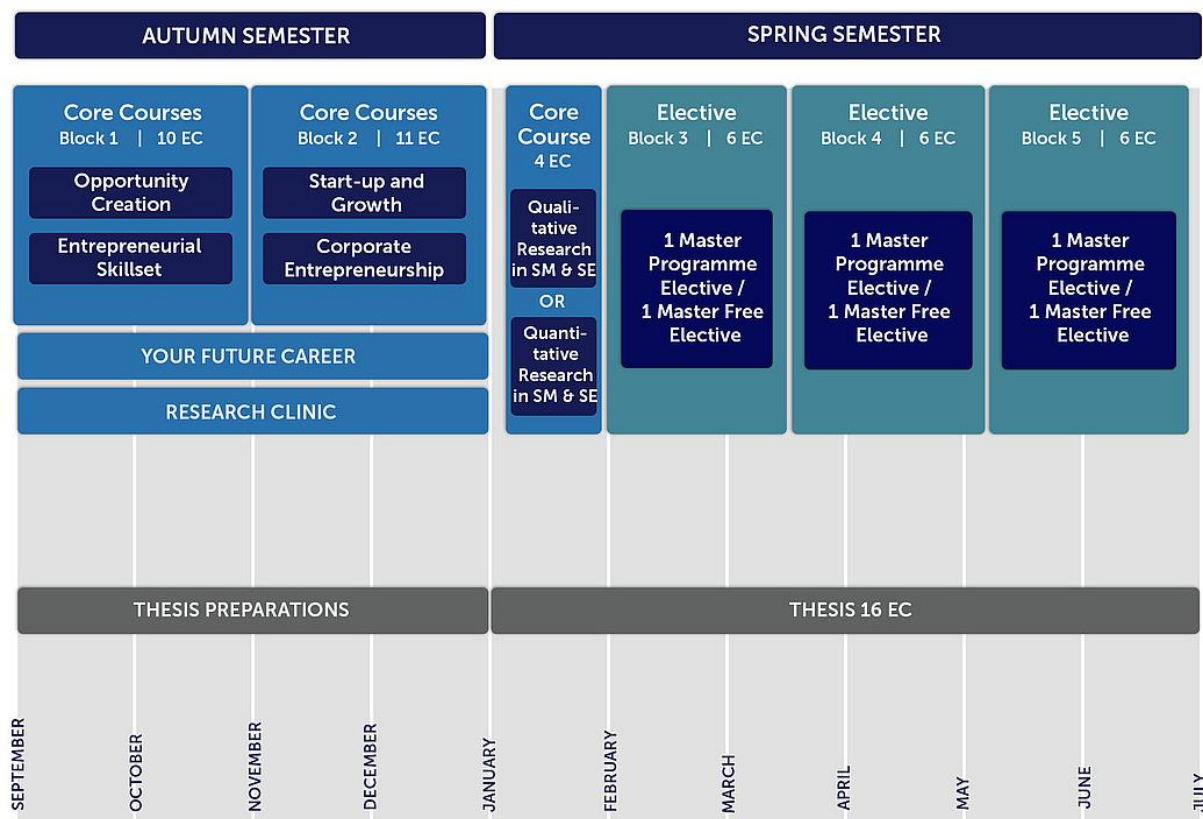
¹⁰ pending approval from the EUR Executive Board and NVAO – application for name change has been submitted to the EUR Executive Board with positive advice from FC and PC

Supply Chain Management*Curriculum:*

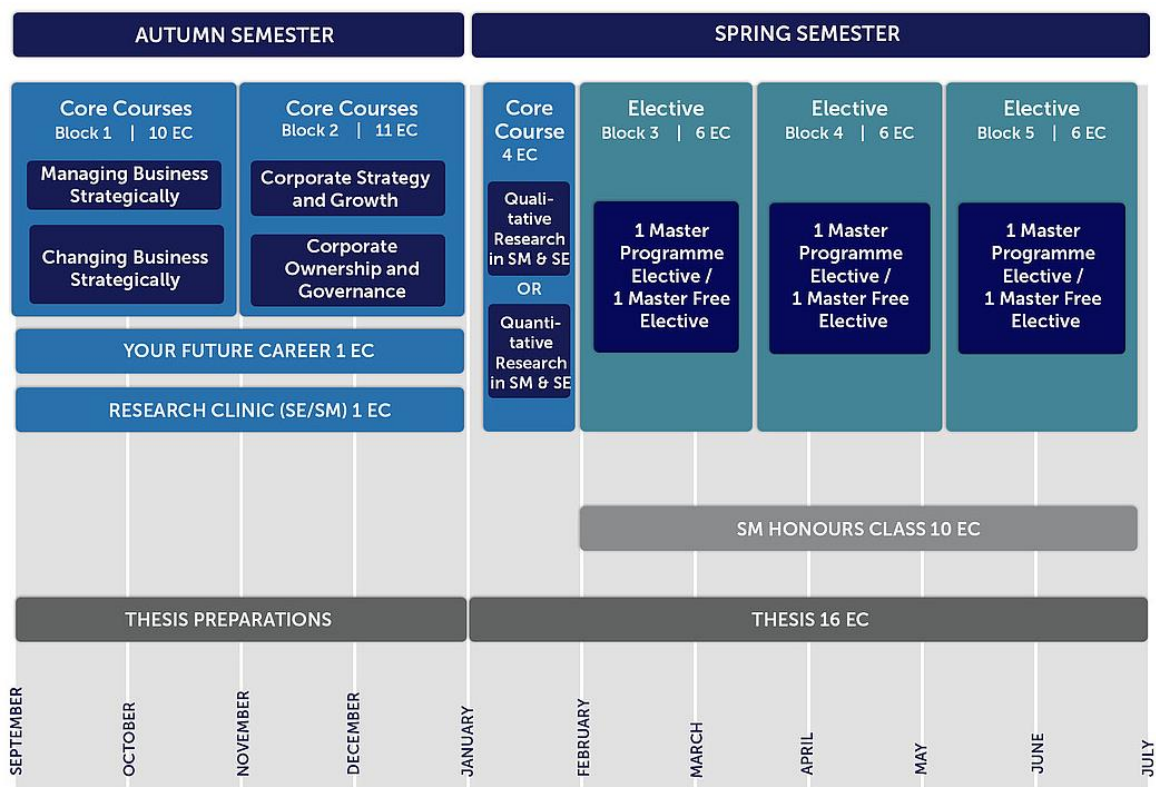
AUTUMN SEMESTER				SPRING SEMESTER														
SEPTEMBER	Core Courses Block 1 11 EC		Core Courses Block 2 11 EC		JANUARY	Core Course 4 EC		Elective Block 3 6 EC		Elective Block 4 6 EC		Elective Block 5 6 EC						
	Supply Chain Fundamentals		Facility Logistics Management			Research Methods and Skills		1 Master Programme Elective / 1 Master Free Elective		1 Master Programme Elective / 1 Master Free Elective		1 Master Programme Elective / 1 Master Free Elective						
	Purchasing & Supply Management		Global Sustainable Supply Chains															
	Supply Chain Decision Analytics		Distribution Networks															
	Your Future Career (optional)		Your Future Career (optional)															
OCTOBER					FEBRUARY	SCM HONOURS CLASS 8 EC												
NOVEMBER					MARCH	THESIS 16 EC												
DECEMBER	THESIS PREPARATIONS				APRIL													
					MAY													
				JUNE														
				JULY														

Admission criteria:

The admission statement mentioned in article 3.1 can be obtained by students from outside the RSM who have obtained a bachelor's or undergraduate degree from a research university. A minimum total of 20 EC in qualitative and quantitative research methods and statistics as well as a minimum of 40 EC in advanced courses in business administration of which at least 6 EC in the area of operations management, logistics and/or supply chain must have been part of the bachelor curriculum.

Strategic Entrepreneurship*Curriculum:**Admission criteria:*

The admission statement mentioned in article 3.1 can be obtained by students from outside the RSM who have obtained a bachelor's or undergraduate degree from a research university. A minimum total of 20 EC in qualitative and quantitative research methods and statistics as well as a minimum of 20 EC in advanced courses in business administration such as accounting, finance, marketing, human resource management, operations, innovation management, entrepreneurship, strategy, supply chain management, micro or macroeconomics must have been part of the bachelor curriculum. The intake per September 2022 may be capped. Please check the programme specific admission pages on the RSM website for further details.

Strategic Management*Curriculum:**Admission criteria:*

The admission statement mentioned in article 3.1 can be obtained by students from outside the RSM who have obtained a bachelor's or undergraduate degree from a research university. A minimum total of 20 EC in qualitative and quantitative research methods and statistics as well as a minimum of 40 EC in advanced courses in business administration including business strategy, organizational theory & behaviour and finance & accounting must have been part of the bachelor curriculum. The intake per September 2022 may be capped. Please check the programme specific admission pages on the RSM website for further details.

Annex 2. The Pre-master Programmes

I. Three Pre-master Programmes

Rotterdam School of Management, Erasmus University (RSM) offers 3 pre-master programmes for students of a university of applied sciences (UAS) or students of a research university who have deficiencies in the area of statistics and/or research methods:

1. a **one-year English-taught online** Pre-master Programme for students of UAS with a bachelor's degree programme interested in pursuing an RSM pre-experience MSc degree programme
2. a **one-year Dutch-taught** Pre-master Programme for students of a UAS with a bachelor's degree programme interested in pursuing an RSM pre-experience MSc degree programme
3. an **English-taught online Module** for students of a research university with a bachelor's degree who have deficiencies in the area of statistics and/or research methods.

The RSM Admissions Office determines whether an applicant needs to pass the entire pre-master programme (approximately 29 EC), or only the components in relation to Statistics and Research Training I and Research Training II. The pre-master programmes must be completed **within two consecutive years** at the most. If not, the grades and credits received up to that point will be cancelled. Further information on the RSM-website www.rsm.nl/pre-master.

After successful completion of the Pre-master Programme, students are immediately eligible for one of RSM's one-year pre-experience master's degree programmes as indicated in the admissions statement. Eligibility for specific MSc programmes after completion of the pre-master is determined by the content of the bachelor programme. The options open to each applicant will be indicated in the admissions statement. All applicants will have access to the MScBA programmes upon successful completion of the pre-master regardless of the content of their bachelor programme. However, many MSc programmes have formal caps and will close once a programme reached a certain number of submitted applications. Students are informed about these caps and are invited to apply early. Note, pre-master students must register themselves for the MSc programme according to the application deadlines.

Students may also apply for the 1 ½ year Master of Science in International Management/CEMS (MScIM/CEMS), but that master programme has additional selection criteria and a maximum intake (check www.rsm.nl/master).

Successful completion of the Pre-master Programme does not result in a bachelor diploma or other certificate or other certificate, but gives a 'proof of eligibility' to (some of) the RSM's pre-experience Master's degree programmes, which must be redeemed within one year. Note, pre-master students must register themselves for the MSc programme according to the application deadlines.

II. Curriculum overview and study load per Pre-master Programme

The one-year Pre-master Programmes have a study load of 29 EC. The Spring semester Pre-master Programme has a study load of 9 EC. The curriculum modules per Pre-master Programme are as follows:

	Najaar/fall		Voorjaar/spring		
	Block 1 Sep - Oct	Block 2 Oct - Dec	Block 3 Jan - Mar	Block 4 Mar - Apr	Block 5 May - Jun
Parttime Premaster in Management	Statistiek (4)		Spreadsheet Modelling (3)	Besliskunde (4)	Premaster Project (7,5)
	Wetenschaps filosofie (3)	Onderzoeks- training I (2,5)	Onderzoeks- training II (2,5)	Onderzoeks- training III (2,5)	
Online English Modular Premaster in Management	Statistics (4)		Spreadsheet Modelling (3)	Quantitative Decision Making(4)	
	Philosophy of Science (3)	Research Training I (2,5)	Research Training II (2,5)	Research Training III (2,5)	Premaster Project (7,5)
Modules on Statistics			Statistics (4)		
				Research Training I (2,5)	Research Training II (2,5)

Compensation between curriculum modules is not possible. Regarding assessment and grading of the curriculum modules, the [examination regulations](#) (Teaching and Examination Regulations as well as the Rules & Guidelines) of RSM's BSc degree programmes are applicable by analogy.

III. Admission and selection criteria Pre-master Programme

The Pre-master Programmes are selective. The selection is based on previous education, grades. The selection criteria are:

1. a. Completion of one of the eligible **English-taught** bachelor's degree programmes that are (comparable to those) offered by UAS, **or**
- b. Completion of one of the eligible bachelor's degree programmes including proficiency in English at CEFR level C1 overall C1 (sub-scores at least B2.2), to be proven by:
 - IELTS: minimum overall score 7.0 and minimum sub-scores 6.5, or
 - TOEFL (iBT): minimum overall score 94 + minimum sub scores 22 (Reading, Listening and Speaking) and 24 for Writing, or
 - Cambridge ESOL: Equal to CAE-C/C1 Advanced or CPE-C/C2 proficiency, or
 - Cambridge BEC Higher/C1 Business Higher: Minimum grade C, or
 - CEFR test results: English course/test results at C1 (overall C1, sub-scores minimum B2.2) level taken at any national accredited university of applied science or research university within the EU/EEA. All aspects of the language must be tested (reading, writing, listening and oral skills).

Students who want to follow the Dutch-taught part-time MScBA Master in Management after the Pre-master Programme do not have to meet the English language requirement.

2. Applicants from a UAS in the Netherlands must have a Grade Point Average (GPA) of the entire bachelor programme of 7.5 or higher upon completion of the bachelor or before the programme reaches capacity, whichever occurs first.¹¹
3. Applicants from a Dutch WO programme in the Netherlands must have a Grade Point Average (GPA) of the entire bachelor programme of 7.0 or higher upon completion of the bachelor or before the programme reaches capacity, whichever occurs first.¹
4. Applicants with a non-Dutch bachelor's degree must submit the results of a GMAT exam with a minimum score of at least 600.

The Pre-master Programmes have a limited capacity. The maximum number of students selected for the English-language online Pre-master Programme starting in September 2021 is 190. The maximum number of students selected for the Dutch taught part time Pre-master Programme starting in September 2021 is 150.

Further application rules (forms, deadlines, etc.) are published on the RSM-website www.rsm.nl/premaster.

¹¹ If the bachelor's degree will be obtained after the application deadline (but before the start of the pre-master programme), the GPA will be calculated based on the results included on the grade transcript at the time of application.

Annex 3. Completion old-style Master in Management programme (full time) 2018-2019 and before

Students who started the MiM-programme per Academic Year 2018-2019 or before, must finalize this programme by finalizing the 2018-2019 programme

Course Name	EC		
	Foundation	Master	Total
Semester 1			
Entrepreneurial Challenge I	1	1	2
Corporate Governance	2	2	4
Strategic Management and Renewal	2	2	4
Marketing	2	2	4
Accounting	2	2	4
International Business Strategy	1	2	3
Research Methods	3	2	5
Organizational Behaviour	1	2	3
Semester 2			
Business & Society	2	2	4
Managerial Decision Making & Negotiation	1	2	3
Corporate Finance	2	2	4
Innovation & Market Orientation	2	2	4
Human Resource Management	2	2	4
Management Science	1	2	3
Operations & Supply Chain Management	2	2	4
Information Strategy	1	2	3
Consultancy Project	2	6	8
Research Clinic	-	4	4
Semester 3			
Entrepreneurial Challenge II	1	1	2
Your Future Career	-	2	2
Thesis	-	16	16
Total	30	60	90

During the Academic Year 2019-2020 these programme components will be tested for the last time and in accordance with Article 4.1, par. 6 of the TER. Hence, in principle there will be offered two opportunities for written tests and at least 1 opportunity for assignments. Passed courses may not be taken again.

Annex 4. Completion regulations for MSc Finance & Investments Advanced

I. Preamble

Due to a decision by the Dutch regulatory bodies about extended programmes with an additional tuition fee, RSM is not offering the MSc Finance and Investments Advanced programme from September 2019. Students who started their programme before September 2019 can still complete their studies and upon success will receive both the degree MSc Finance & Investments as well as the additional courses listed on the grade list.

II. Completion of the MSc Finance & Investments Advanced programme

Students who started this programme per Academic Year 2018-2019 or before, must finalize the degree programme components in Academic Year 2019-2020 in accordance with Article 4.1, par. 6 of the TER: in principle, there will be two opportunities for written tests and at least 1 opportunity for cases or assignments. Passed courses may not be taken again. The programme components are:

Course Name	EC		
	Degree	Certificate	Total
Semester 1			
Financial Markets & Institutions	4	-	4
Corporate Finance	4	-	4
Financial Analysis	4	-	4
Investments	4	-	4
Risk Management	4	-	4
Valuation	4	-	4
Personal & Career Development	-	4	4
Ethics and Stewardship	-	3	3
Semester 2			
Research Skills	2	-	2
Master Thesis	16	-	16
Study trip	-	2	2
Living Management	-	8	8
Sustainability	-	5	5
Internship	-	8	8
Electives			
Professional Asset Management	6*	-	6*
Derivatives and Structured Products	6*	-	6*
Quantitative Investment Analysis	6*	-	6*
Commercial and Investment Banking	6*	-	6*
Treasury Management and International Finance	6*	-	6*
Entrepreneurial Finance	6*	-	6*
Total	60	30	90

* Student must complete three electives (in total 18 EC)

No exemptions from examinations will be granted.