

Conservatorium van Amsterdam Education and examination regulations 2023 - 2024

For the study programmes

- * Associate Degree Electronic Music – AEMA – CROHOnr. 80160
- * Bachelor's Degree in Music – CROHO no. 34739
- * Bachelor's Degree in Music in Education – CROHO no. 39112
- * Master's Degree in Music – CROHO no. 44739
- * Master's Degree in Opera – CROHO no. 49105

of the faculty of Music of the Amsterdam School of the Arts.

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The general articles in this OER also apply to the master's program opera (DNOA). For a number of specific articles for the master's program opera, a common regulation has been prepared with the Royal Conservatory, described in the addendum to this OER.

Section 1: General

Article 1: Applicability of the Regulations

The Board of the Amsterdam School of the Arts, hereby represented by the Conservatory Board [directie] of the Conservatorium van Amsterdam, has, with the consent of the Faculty Participation Council [faculteitsraad], resolved to establish the following regulations regarding the content and structure of the tuition and examinations of the Associate Degree Electronic Music, Bachelor of Music, Bachelor of Music in Education, Master of Music and Master of Opera programmes. This will be done in accordance with section 7(13) of the Dutch Higher Education and Research Act (Wet op het Hoger onderwijs en Wetenschappelijk onderzoek (WHW)). These programmes are offered by the Faculty of Music of the Amsterdam School of the Arts, hereinafter referred to as the Conservatorium van Amsterdam. In accordance with section 7(14) of the Act, the Executive Board [College van Bestuur] will also regularly assess and where appropriate amend these regulations, taking into account the time thus involved for the students.

The student's rights and obligations which are connected with these Education and Examination Regulations, are formulated in the Student Statute of the Amsterdam School of the Arts. This statute is available on the School of the Arts' website. These regulations apply to the education and examinations of the Associate Degree Electronic Music Bachelor of Music, Bachelor of Music in Education, Master of Music and Master of Opera programmes unless it is explicitly indicated or it is clear from the context that the relevant passage is only applicable to one or a limited number of these four programmes. Any reference in these regulations to the programme or programmes without any additions being given is a reference to all four programmes.

Article 2: Definitions

In these regulations, the following will be taken to mean:

- a. the Law: the Higher Education and Research Act [Wet op het hoger onderwijs en wetenschappelijk onderzoek, WHW];
- b. student: a person who is enrolled in the Amsterdamse Hogeschool voor de Kunsten to receive training and/or to take the examinations and undergo the reviews connected with the programme;
- c. the 'hogeschool': the Amsterdamse Hogeschool voor de Kunsten;
- d. the Conservatory: The Conservatorium van Amsterdam, the faculty of Music of the Amsterdamse Hogeschool voor de Kunsten;
- e. examination board: the committee as referred to in Article 7(12) of the Act, which is charged with, inter alia, guaranteeing the quality of the examinations;
- f. exam: final test of the Associate Degree programme, propedeuse, the Bachelor's programme and the Master's programme;
- g. board of examiners: with regard to the preparation and/or implementation of parts of examinations, boards of examiners can be established as referred to in section 7(12) of the Act. The board of examiners will be appointed by the examination board;

- h. examiner: a member of the board of examiners, as referred to in section 7(12)(3) of the Act. Examiners are charged with administering and assessing examinations and other forms of testing;
- i. admissions board: the board of examiners charged with administering the admissions examination;
- j. programme: a coherent whole made up of units of study, aimed at realizing well-defined objectives in the areas of knowledge, insight and skills that those completing the programme should possess;
- k. associate degree programme: degree programme in higher education pursuant to Article 7(3)(a)(2) of the Law with a study load of 120 credits;
- l. bachelor's degree programme: degree programme in higher education pursuant to Article 7(3)(a)(2) of the Law with a study load of 240 credits;
- m. master's degree programme: an advanced programme in higher education pursuant to Article 7(3)(a)(2) of the Law with a study load of 120 credits;
- n. term: uninterrupted period of lessons according to the annual academic calendar;
- o. propaedeutic year: the propaedeutic phase of the programme as referred to in Article 7(8) of the Law and the propaedeutic phase of the associate degree-programme as referred to in Article 7(8)(b) of the Law;
- p. post-propaedeutic phase: that part of the bachelor's degree programme which follows the propaedeutic year;
- q. component: a unit of study of the programme within the meaning of the Law;
- r. examination: each unit of study is concluded with an examination, which constitutes an investigation of the candidate's knowledge, insight and skills, as well as an assessment of the results of that investigation;
- s. practicum: a practical exercise in one of the following forms:
- writing a thesis
 - writing a paper or creating a project or recording
 - carrying out a research assignment
 - participating in fieldwork or an excursion
 - doing an internship
 - or participating in another educational activity aimed at achieving certain skills;
- t. departments: the Conservatory has the main departments Classical Music, Jazz, Pop and Music in Education;
- u. study guide: the electronic guide to the programmes containing specific information about them, published on the Conservatory's intranet;
- v. recognition of competences: activities carried out or programmes participated in or completed as a result of which exemptions from programme components may be granted;
- w. fraud: conduct whereby a student endeavours to reduce or eliminate the possibility of an accurate assessment being formed of his or her or other students' knowledge, understanding and skills;
- x. plagiarism: the reproduction or paraphrasing or passing off as one's own work, either wholly or in part, of projects, papers and other written assessments of texts or other works such as compositions and arrangements of other authors without providing proper source references and without clearly indicating where citations begin and end.

Article 3: Objective of the Programmes

3.1. The primary objective of the programmes is to provide students with the knowledge, insight and skills necessary for successful careers as teachers, performing musicians and/or composers. The programmes focus on the artistic and professional world in the broadest sense and the teaching profession to which it is connected. In addition to performing with orchestras, ensembles and on stage, graduates will also work at cultural institutions, in education and as independent entrepreneurs.

3.2. The substance of each study programme has been incorporated in the study guide.

3.3. The exit qualifications of each programme have been incorporated in the study guide. The relationship between objectives and exit qualifications in the individual programmes or principal subject has been incorporated in the study guide. The programmes are 'socially relevant' in that the exit requirements have been tailored to the greatest extent possible to meet the demands of the professional world. To this end, direct contact with the professional world is a necessity.

Article 4 Languages and Language requirements

The programmes are conducted in two languages: Dutch (Classical Music, Jazz, Pop and Music in Education divisions) and English (AEMA, Classical Music, Pop, and Jazz departments). Non-Dutch or Non-English speaking foreign students are required to show a positive test result on the English language. The requirements are further explained on the website.

Article 5 Programmes

5.1. Bachelor's Degree Programme in Music

subject clusters for musicians

- * instrumental and vocal principal subjects (Classical Music, Jazz and Pop)
- * conducting (choral, orchestral, concert and brass band)
- * theory of music (Classical Music and Jazz)
- * composition (Classical Music)
- * composition/arranging (Jazz)

5.2. Bachelor of Music in Education Degree Programme

subject clusters for Music in Education

5.3. Master's Degree Programme in Music

subject clusters for musicians

- * instrumental and vocal principal subjects (Classical Music, Jazz and Pop)
- * conducting (choral, orchestral, concert and brass band)
- * theory of music (Classical Music and Jazz)
- * composition (Classical Music)
- * composition/arranging (Jazz)
- * composing for film (in collaboration with the Netherlands Film Academy)
- * Musical Leadership

5.4. Master's Degree Programme in Opera

subject clusters for Opera

5.5 Associate Degree-programme Electronic Music – AEMA

subject clusters for musicians

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Article 6: Full-time

The programmes are offered on a full-time basis.

Article 7: Examinations

7.1. In the bachelor's degree programmes the propaedeutic phase will be concluded with the propaedeutic examination and the main phase with the final examination. The master's degree programmes and the associate degree programme will be concluded with the final examination.

7.2 The examinations mentioned in 7.1 will be considered passed if all course components belonging to the corresponding study phase have been completed successfully, or if the student has been exempted for those components.

Article 8 Participation in excursions

8.1. Excursions to which a student's financial contribution is linked can, if the student therefore is unable to participate in this excursion, be replaced by an alternative assignment. To do this, the student submits a written request to the Examination Board.

8.2. Exceptions to article 8.1 are for excursions that are irreplaceable. This concerns the CKV excursion in the third- year ODM curriculum. This excursion is described in the ODM study guide.

Section 2: Conditions for registration and selection

Article 9: Conditions for registration

9.1. In order to be registered in the programme, students must pass an entrance examination in accordance with Article 7(26)a of the Higher Education and Research Act. This entrance examination is described on the website.

9.2. To be accepted to the course, the candidate (in accordance with article 7(24) of the Higher Education and Research Act) must have earned a senior general secondary education diploma [diploma havo], a pre-university education diploma [diploma vwo], or a (foreign) diploma of an equal or higher rank. Students who have earned a senior secondary vocational education diploma (middenkaderopleiding or a specialistenopleiding, in accordance with article 7 (2)(2)(1) of the Education and Professional Education Act) may also be admitted.

If candidates are not eligible because they lack a required diploma, they may still be admitted in the event of positive results of the investigation stated in the first paragraph of article 7.29 of the WHW to eligibility for education at the conservatory, if they have earned at least a junior general secondary education diploma [diploma VMBO, theoretische leerweg] or are over the age of 21. In special cases and according to Article 7(29), fourth paragraph of the Higher Education and Research Act the board may decide to deviate from this age or diploma the selection committee

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may specify another age or required diploma.

Article 10: The Entrance Examination for the Associate Degree Electronic Music – AEMA

10.1. The entrance examination will be administered by a selection committee consisting of at least three members and will be chaired by the department representative.

10.2. The entrance examination for the associate degree programme consists of two parts: a general component in which the candidate's inner ear and knowledge of theory are evaluated, and a practical component in which the candidate's specific skills in relation to the principal production and DJ competencies are assessed. Additionally, an assessment as to whether the candidate will be able to pass the associate degree's examination will be made.

Preselection can also be part of the entrance examination. This is described on the website.

10.3. The candidate must pass both components to be accepted to the programme. Resit of one of the parts of the entrance examination is only possible in exceptional cases, to be determined by the artistic direction.

10.4. The entry requirements for the associate degree are determined individually by the department and have been published on the website.

10.5. The Board of Directors will determine in advance the number of places available per department. Naturally, up to the number of places available can be filled. Final admission of students on the waiting list will be effected by order of the Artistic Directorship. The department will indicate the level of priority of candidates on the waiting list.

10.6. The results of the associate 's entrance examination can be as follows:

- rejected
- admissible to the associate degree programme

10.7. The chairman will inform the candidate orally of the results immediately after the entrance examination.

10.8. After all admission examinations of the relevant section, the Management Board decides on the placement of candidates who are admissible and ensures that candidates are informed.

Article 11: The Entrance Examination for the Bachelor's programme

11.1. The entrance examination will be administered by a selection committee consisting of at least three members and will be chaired by the department representative.

11.2. The entrance examination for the bachelor's programme consists of two parts: a general component in which the candidate's inner ear and knowledge of theory are evaluated, and a practical component in which the candidate's specific skills in relation to the principal subject are assessed. Additionally, an assessment as to whether the candidate will be able to pass the final bachelor's examination will be made.

Depending on the principle subject, the entrance examination can contain more components. Preselection can also be part of the entrance examination. This is described on the website.

11.3. The candidate must pass both components to be accepted to the programme. Resit of one of the parts of the entrance examination is only possible in exceptional cases, to be determined by the artistic direction.

11.4. The entry requirements are determined individually by principal subject by the department and have been published on the website.

11.5. The Board of Directors will determine in advance the number of places available per department. Naturally, up to the number of places available can be filled. Final admission of students on the waiting list will be effected by order of the Artistic Directorship. The department will indicate the level of priority of candidates on the waiting list.

11.6. The results of the bachelor's entrance examination can be as follows:

- rejected
- admissible to the preparatory course
- admissible to the degree programme

11.7. The chairman will inform the candidate orally of the results immediately after the entrance examination.

11.8. After all admission examinations of the relevant section, the Conservatory Board decides on the placement of candidates who are admissible and ensures that candidates are informed.

Article 12: The Entrance Examination for the Master's Degree Programme

12.1. The entrance examination will be administered by a selection committee consisting of at least three members and will be chaired by the department representative.

12.2. The contents and form of the entrance exam for the master's programme differs between the principal subjects. More information regarding and the admission requirements per principal subject, can be found on the respective online page.

12.3. Candidates wishing to enrol on the master's programme must, together with their application, submit an individual plan of study for the master's programme. The study plan is part of the assessment of the entrance examination.

12.4. The number of candidates to be admitted is determined by the management. Below this number, placement is possible. Final admission from the waiting list takes place by decision of the artistic leadership. Each section sets the order of priority of candidates on the waiting list.

12.5. The results of the master's programme entrance examination can be as follows:

- rejected
- admissible to the master's degree programme

12.6. The chairman will inform the candidate orally of the results immediately after the entrance examination.

12.7. After all admission examinations of the relevant section, the Management Board decides on the placement of candidates who are admissible and ensures that candidates are informed.

Section 3: Associate Degree Programme

Article 13: Structure and Study Load

The course components of the associate degree programme have been defined in the study guide along with the corresponding study load, term and type of examination administered (written, oral or practical). Students must earn a total of 120 credits.

Section 4: Propaedeutic Phase of the Bachelor's Degree Programmes

Article 14: Structure and Study Load

The course components of the propaedeutic year have been defined on the website by department, programme and principal subject along with the corresponding study load, term and type of examination administered (written, oral or practical). Students must earn a total of 60 credits during the propaedeutic phase.

Section 5: Study Advice of the Propaedeutic Phase of the Bachelor's Degree Programme and the Associate Degree Programme

Article 15: Study Advice of the Propaedeutic Phase of the Bachelor's Degree Programme and the Associate Degree Programme

15.1.a. Not later than by the end of the first year of enrolment in the propaedeutic phase or in the associate degree programme, each student will be issued an advice regarding the continuation of his/her studies by or on behalf of the Board.

15.1.b. Notwithstanding Article 15.1.a., in case when personal circumstances (in accordance with Article 15.2) play a role in the delay in the first year of enrolment, the study advice may be postponed until the end of the second year of enrolment. In this case, the student will be placed in an extended propaedeutic phase. The agreements for the extension of the first year will be confirmed in writing.

15.1.c. Students enrolled for the bachelor's programme who have yet to pass the propaedeutic examination, and students enrolled in the first year of the associate degree programme, may be dismissed pursuant to Article 7(8)(b) of the Law for an indefinite period if their academic performance fails to meet the following requirements:

- I. the student must have earned all credits for the core subjects
- II. the student must have earned at least 70% of the credits for the additional theoretical subjects
- III. the student must have earned at least 50% of the credits for any introductory or auxiliary subjects included in his/her course of study.

The core subjects, additional theoretical subjects and introductory and auxiliary subjects for each programme and principal subject are described in the study guide.

15.1.d. Students who are dismissed from the programme may not enrol again in the 'hogeschool' for the degree programme for which the dismissal was issued.

15.2. The Executive Board [College van Bestuur] will issue the dismissal at the Conservatory Board's recommendation and with due regard to the personal circumstances of the student in question.

The personal circumstances include the following:

- a. illness of the student in question;
- b. physical, sensory or other functional impairment of the student in question;
- c. pregnancy of the student in question;
- d. special family circumstances;
- e. membership in or chairpersonship of the Central Participation Council [Centrale Medezeggenschapsraad], the Faculty Participation Council [Facultaire Medezeggenschapsraad] or another formal faculty council;
- f. other circumstances to be indicated by the 'hogeschool' in which the student in question carries out activities within the context of the organization and the management of the affairs of the 'hogeschool';
- g. membership in the board of a student organization of considerable size having full legal capacity, or in a similar organization of considerable size for which the protection of the general interests of society are focal and which does, in fact, carry out activities to this end. The provisions apply only to the positions of chairperson, secretary and treasurer.

15.3. Prior to dismissal, the student in question will receive a written warning from or on behalf of the Conservatory Board no later than in February of the current academic year. If a considerable deterioration in the student's study results shows only after February, this warning will still be issued, at such a time that the improvement of the results is still possible. The Student Counsellor and the Study Adviser will be informed of this warning, as a result of which the Student Counsellor or the Study Adviser may issue a recommendation to the Conservatory Board.

15.4. If the Conservatory Board intends to dismiss a student on behalf of the Executive Board, it will notify the student counsellor in writing, who will have five working days to issue a recommendation to the Conservatory Board at his or her discretion. The student will also be informed of the Conservatory Board's intention as well of the option to explain their position to the student counsellor based on personal circumstances. The student will be heard by the chairperson of the examination board regarding the intention of the Conservatory Board. If the student expresses the wish to be heard in relation to the Conservatory Board's intention, the student may meet with the chairperson of the examination board.

15.5. Any student claiming to be affected by personal circumstances as referred to under 3(b) will be required to submit the necessary evidence of such circumstances to the Student Counsellor's Office or programme coordinator. In the event of illness, special family

circumstances, a physical, sensory or other functional impairment or pregnancy of the student in question, the student must submit a doctor's certificate attesting to such a condition.

15.6. If the Student Counsellor does not issue a recommendation to the Conservatory Board, the Student Counsellor will notify it in a timely manner. The Conservatory Board will inform the student of the Student Counsellor decision in writing, providing a copy to the Student Counsellor.

15.7. If the Student Counsellor does issue a recommendation based on personal circumstances, the Conservatory Board will inform the Executive Board of its intention to issue a dismissal notice regarding the student's studies, making the complete file available. In such instances the Executive Board will decide on whether to issue a binding recommendation and will notify the student of it in writing, providing copies to both the Conservatory Board and the Student Counsellor.

15.8. Dismissal will be effected at the end of the last term, but no later than on 15 July of the current academic year. The student will be notified in writing of their dismissal, at the address that the student has most recently registered with the central student office. The decision of the Conservatory Board or the Executive Board will set forth the appeal procedure.

15.9 If the propaedeutic phase is extended, the conditions and requirements to be satisfied by the student as well as the time limit for meeting them in order to preclude the issue of a dismissal notice will be recorded in writing.

Section 6: Post-Propaedeutic Phase of the Bachelor's Degree Programmes

Article 16: Structure and Study Load

The course components of the post-propaedeutic phase have been defined in the study guide by department, programme and principal subject along with the corresponding study load, term and type of examination administered (written, oral or practical). Students must earn a total of 180 credits during the post-propaedeutic phase.

Section 7: Master's Degree Programmes

Article 17: Structure and study load

The master's degree programmes are structured by means of an individual plan of study. The committee of examiners of the master's programme will assess the individual plan of study submitted by the student. The subjects that can be taken in the master's degree programmes are defined in the study guide and in the programme description of the master's subjects. The master's degree programmes are concluded with a final examination. Students must earn a total

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of 120 credits during the master's programme.

The following stipulations in respect of the structure, the taking and administering of examinations and reviews for the bachelor's degree programmes will, to the greatest extent possible, apply *mutatis mutandis* to the master's degree programmes.

Section 8: Taking Examinations

Article 18: Order of the Examinations

18.1. Students may not take an examination until they have successfully passed all other examinations from previous terms or academic years in that same subject unless the syllabus of a certain subject explicitly permits this.

18.2. Under the following conditions, the examination board may, at the student's request, allow the student to take certain post-propaedeutic examinations before they have passed the propaedeutic examination:

- I. the student must have successfully passed the minimum required propaedeutic components so as not to risk being issued a binding recommendation to discontinue their studies as referred to in Article 15;

- II. the student will be allowed to take only the examinations for those components of which the student has already passed the propaedeutic examination;

- III. permission to take the examinations will be valid for a period to be determined but not to exceed twelve months.

Article 19: Examination Periods and Frequency of Examinations

19.1. For the components referred to in Articles 13, 14 and 16, students will be given at least one opportunity during the academic year in which the examination is offered to resit that examination. The examinations taken initially and resat by students of the components referred to in Article 13 and 14 have no influence on the time periods stipulated in Article 15, within which students must earn the required number of credits in each category of subjects in the light of the regulations pertaining to the binding recommendation regarding the discontinuation of studies set forth therein.

19.2. Notwithstanding the provisions of the foregoing subclause, students will be given but a single opportunity to take the examination of a component in which the student is not enrolled in a given academic year.

19.3. Students may not take any particular course component more than twice. If a student fails to complete the course component, then in consultation with study supervisors the student must

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independently acquire the requisite knowledge in order thus to complete the course component successfully.

Article 20: Qualifying examination for moving up from the first to the second study year of the master's degree programme

20.1. All students take a qualifying examination at the end of the first study year of the master's degree programme. If the result of this examination is insufficient, the student is entitled to a re-examination during the re-examination week at the end of August of the same year. If the qualifying examination takes place outside the examination period from May to July, the re-examination will take place within two months after the examination which the student has failed.

20.2. Students may only participate in the lessons and examinations of the second study year of the master's degree programme after they have passed the qualifying examination from the first to the second year.

20.3. If a candidate has not shown up at the examination without a valid reason (please see article 15.2 of these regulations), the candidate forfeits the right to a re-examination.

Article 21: Form of the Examinations

21.1. The examinations of the components referred to in Articles 12 and 14 will be taken in the manner indicated in the study guide. At the student's request, the examination board may allow an examination to be given in a manner other than that referred to above.

21.2. Physically disabled students and students suffering from a sensory impairment will be given the opportunity to take their examinations in a manner most suited to meet any special needs they may have. Where necessary, the examination board will obtain the opinion of one or more experts before rendering a decision.

Article 22: Oral and Practical Examinations

22.1. Oral and practical/performance examinations are administered individually unless the make-up of the examination requires otherwise or the examination board has determined differently.

22.2. Oral and practical/performance final examinations, the research presentation and the exam at the end of the first year of the master's programme are open to the public unless the examination board or the examiner in question exceptionally determines otherwise.

22.3. At least three months in advance, the relevant department will establish a general schedule of dates and times.

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22.4. Up to eight weeks before the scheduled date, the student may inform the Student Registrar Office in writing of any wishes they may have in respect of the time in question.

22.5. At least six weeks in advance, the Student Registrar Office in conjunction with the relevant department representative will determine a set timetable for the practical final examinations.

22.6. At least four weeks in advance, the Student Registrar Office in conjunction with the relevant department representative will determine a set timetable for the other examinations.

22.7. Students will be informed of the date, time and location by means of written notification sent by the Student Registrar Office at least four weeks in advance.

22.8. Not later than three weeks before the scheduled examination date, and providing the explanation of the urgency to do so, the student may submit a written request to Student Registrar Office to reschedule the examination.

22.9. Not later than two weeks before the planned examination date the Student Registrar Office will inform the student about the decision regarding the request referred to in 22.4.

22.10. In the event of absence from the examination due to illness or an emergency, the student must inform the Student Registrar Office and the chair of the committee of examiners in advance.

22.11. Upon conferring with the relevant parties, the department representative will set a date on which the student will be able to take the examination or final practical examination.

22.12. In the event of other emergencies, the Examination Board will, after conferring with the department representative, determine how and when the student will be able to take the examination or final practical examination.

Section 9: Examination Results

Article 23: Determining and Announcing the Results

23.1. After having administered an oral/practical/performance examination, the examiner will determine the results and share these with the student.

23.2. The examiner will determine the results of a written examination within 30 days of the day on which the examination was administered and will provide the Conservatory Registrar Office with the necessary information for issuing written proof of the results to the student. The time period between determining the result and the resit is at least ten working days.

23.3. In the written statement notifying the student of his/her results in respect of an examination, the student will be informed of their right of inspection as referred to in Article 25.

23.4. The examiner is responsible for promptly notifying the Conservatory Registrar Office of students' examination results by means of a report card.

Article 24: Period of Validity

Examination components passed are in general valid for six years. However, after this period, credits can only expire if tested knowledge, insight and skills are demonstrably outdated. With respect to a certain component for which the examination was taken more than six years subsequently, the examination board can, notwithstanding the foregoing and based on a reasoned recommendation by a teacher and in case results have expired due to the above reason, require that the student take an additional or alternative examination.

Article 25: Right of Inspection

For at least 30 days after the results of a written examination have been announced, the student may request to inspect their evaluated work. The student may request a copy of the aforementioned work, which will be provided at cost.

Section 10: Exemption

Article 26: Exemption from Examinations

26.1. At the request of the student and recommendation of the relevant study advisor/study coordinator, the examination board can exempt a student from an examination of a component referred to in Article 13, 14, 16 or 17 if the student meets one of the following conditions:

I. the student has passed an examination of a similar component with respect to content and study load as part of a professional training course in the Netherlands

II. the student has passed an examination of a similar component with respect to content and study load as part of a university degree programme in the Netherlands

III. the student can produce evidence that they has worked for a number of years to be determined by the examination board in an area relevant to the examination in question or has practiced a profession relevant to the examination in question

IV. the student has passed an examination of a similar component with respect to content and study load as part of a comparable course abroad, possibly after a Nuffic committee charged with

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comparing the foreign diploma with that of a comparable programme offered in the Netherlands has recognized the examination.

26.2. The exemption can in principle be requested in September and October, for the subjects in the curriculum of the current academic year.

26.3. The recommendation of the study advisor/study coordinator will be made using the designated form and will be accompanied by the requisite supporting documents.

26.4. If a student is exempted from one or more examinations, they will not participate in any course(s) in preparation for that/those examination(s).

Section 11: Temporary interruption and cessation of study

Article 27 Temporary interruption and cessation of study

27.1. A student may submit a reasoned request to the study supervisors to interrupt their study for a specific period. The study supervisors will decide whether to grant this request.

27.2. If the student's request is granted, the study supervisors and the student will agree in advance about when and under what conditions the student will be entitled to resume their study.

27.3. A student must de-register in order to interrupt their study.

27.4. A student may not interrupt their study for more than one year.

27.5. If a student prolongs the agreed interruption of study without obtaining permission from the head of division, they will be deemed to have ceased studying without being automatically entitled to resume studies. In that case the study supervisors may deny a request for a renewed entrance examination.

27.6. A student who interrupts their study by de-registering without complying with the stipulations laid down in paragraphs 1 to 4 will be deemed to have ceased studying and will not be entitled to resume studies. In that case the study supervisors may deny a request for a renewed entrance examination.

27.7. To administer the entrance examination, the study supervisors will appoint an assessment committee which will determine whether and at what level a student may resume their studies and which components of the programme they must complete or repeat from the preceding phase of study. This recommendation will be submitted for the approval of the examination board.

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Section 12: Reviews

Article 28: Review Periods and Frequency of Reviews

28.1. Once the student has submitted sufficient proof that they have passed the examinations of the components making up the course, they will be given the opportunity of undergoing a review.

28.2. The student will only receive their diploma after they have successfully completed all course components.

Article 29: Final Exam Results

29.1. The examination board will determine the results of the final exam once the student has submitted sufficient proof that they have passed the required examinations.

29.2. Notwithstanding the provisions of the first subclause, the examination board can, prior to determining the results of the examination, enquire into the student's knowledge, insight and skills with regard to one or more components of the programme, if and to the extent that the results of the examinations in question give it cause to do so.

Article 30 Degree Certificates

30.1. Once a student has passed the final degree programme examination, they will be awarded the corresponding degree certificate by the examination board.

30.2. The examination board may mark a Bachelor's degree or Master's degree certificate 'cum laude' if in the unanimous opinion of the examination board members the student has shown an exceptional level.

30.3. For the Music in Education department, the Board of Examiners may mark the certificate "cum laude" if the student has achieved an average of eight for all examinations during the training and had no figures lower than a seven.

30.4. The CvA's Associate Degree diploma grants admission to the Bachelor programme if the entrance examination for the Bachelor's programme is passed.

Article 31: Fraud and plagiarism

31.1. Students will be informed in writing about the rules on fraud and plagiarism and how they can act correctly.

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31.2. In case the teacher suspects any form of fraud in the preparatory phase of an examination, the teacher gives the students a chance to improve.

31.3. If in any examination or any other form of assessment an examiner suspects that a student has committed fraud, they will inform the examination board in writing as soon as possible.

31.4. The examination board will decide within two weeks on the measures it will take. It will not make that decision before the student in question has been heard or at least proper action has been taken to summon the student to a hearing. A report will be drawn up of the hearing.

31.5. The examination board will draw up its decision in writing. It may mean that the student is denied the right to re- take the component in which they are found to have committed fraud for a period of time determined by the board.

31.6. In case of serious fraud, the institutional board may, on a proposal from the Examination Board, permanently terminate the enrollment for the programme of the student concerned. Serious fraud is, inter alia, if a thesis is not self-written or an exam is made by someone else.

31.7. The examination board will stipulate that the examiner must mark the student 0 (zero) for the component in which they have committed fraud. The decision will state the student's options for appeal or objection and the applicable time limits.

31.8. Articles 31.3, 31.4, 31.5 and 31.7 apply correspondingly to instances of plagiarism.

31.9. If a student commits fraud or plagiarism with the knowledge and/or cooperation of a fellow student, the latter will be an accessory, to whom the relevant guidelines and procedures will apply correspondingly.

Article 32: The Examination Appeals Board

The student may appeal to the Examination Appeals Board as referred to in Article 7(60) of the Law in respect of decisions rendered by the examination board or examiners, or of decisions as referred to in Article 15 (Dismissal).

Section 13: Academic Guidance

Article 33: The Student's Performance and Academic Guidance

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33.1. The Conservatory Board will ensure that the student's results are recorded such that each student can obtain an overview of their results with respect to the course curriculum.

33.2. The Conservatory Board will ensure that the progress of students enrolled on the programme will be monitored partly for the purpose of introducing them to possible learning tracks in and outside the programme.

Section 14: Evaluation of the programmes

Article 34 Evaluation of education

34.1. Education is evaluated in various ways, as described and established in the Faculty Quality Assurance Plan CvA.

Section 15: Preservation of student work

Article 35 Logging tests and exams

35.1. Theses, recordings of final practical examinations, reports and assessments will be preserved seven years following the date affixed to them.

35.1. The material referred to in paragraph 35.1 may be used to communicate about the programme or for educational or accreditation purposes.

Section 16: Final Provision and Provisions Pertaining to Implementation

Article 36: Special Power of the Examination Committee

36.1. In respect of examinations and reviews governed by the present Education and Examination Regulations, the Conservatory examination board is entitled to adopt additional regulations, in line with article 7(12b.3) of the Dutch Higher Education and Research Act (Wet op het Hoger onderwijs en Wetenschappelijk onderzoek (WHW)).

36.2. In individual cases the examination board is authorized to make an exception to the Education and Examination Regulations in favour of a student if there are important reasons for doing so.

Article 37: Notification and Modification

37.1. Modifications to the present regulations will be adopted by means of a separate resolution, but not after the proposed resolution has been approved by the Faculty Participation Council.

37.2a The Education and Examination Regulations in force will be made public before the start of the academic year.

35.2b. The Faculty Board will ensure that the present regulations, the rules and guidelines established by the examination board, and any modifications of these documents are duly made public.

35.3. No modifications which apply to the current academic year will be made unless reasonable standards dictate that the students' interests will not be prejudiced. In the event of major changes from the previous Education and Examination Regulations a transitional arrangement will be made for current students.

Article 36: Entry Into Force

36.1. These regulations will come into effect on 1 September 2023. Enacted by order of the Conservatory Board on the 19th of June 2023 having obtained the approval of the Faculty Participation Council on the 13th of June 2023.

