Course and Examination Regulations

Valid from 1 September 2014

Master’s Programme Cultural Anthropology and Development Sociology

These course and examination regulations have been drawn up in accordance with Section 7.13 of the Higher Education and Research Act [Wet op het hoger onderwijs en wetenschappelijk onderzoek] (WHW) (henceforth the Act) and additional quality marks as set out in the framework document Leiden University Register of Study Programmes [Leids universitair register opleidingen].

Pursuant to Section 7.14 of the Act the faculty board regularly evaluates the course and examination regulations and assesses, for the purpose of monitoring and, if necessary, adjusting the study load, the time it takes students to comply with the regulations. In conformity with Section 9.18 of the Act, the department teaching committee is assigned the task of annually assessing how the course and examination regulations are implemented.

Contents
2. Description of the Programme
3. Curriculum
4. Examinations, Final Examination and Further Education
5. Admission to the Programme
6. Student Counselling and Student Advice

Appendices:
- E-prospectus
- Appendices A, B
Chapter 1 General Provisions

Article 1.1 Scope of the Regulations

These regulations apply to the teaching and examinations of the master’s degree programme Cultural Anthropology and Development Sociology, hereinafter referred to as the programme.

The programme is instituted in the Faculty of Social and Behavioural Sciences of the Leiden University, hereinafter referred to as the faculty, and is taught in Leiden by the Institute of Cultural Anthropology and Development Sociology.

Article 1.2 Definitions

In these regulations, the following definitions apply:

a. Admissions Board: The Board, appointed by the Faculty Board, which has as its task, by applying the entry requirements, specified in these regulations and in accordance with the number specified by the Executive Board pursuant to Section 7.30b (3) under (b) of the Act, to assess which applicants will be granted admission to the master’s programme;

b. Board of Examiners: The Board of Examiners of the programme, established and appointed in accordance with Section 7.12a of the Act;

c. Component: A study unit of the programme as defined in Section 7.3 of the Act. The course load of each component is expressed as whole credits. Every component involves an end-of-course examination;

d. Credit: The unit expressing the course load of a course component pursuant to the Act. According to the ECTS one credit equals 28 hours of studying;

e. ECTS: The European Credit Transfer System;

f. E-prospectus: The electronic prospectus containing specific and binding information about the programme. The e-prospectus is included as an attachment to these regulations;

g. Examination [tentamen]: An evaluation of the knowledge, understanding and skills of the student with respect to a particular component, and an assessment thereof, in accordance with Section 7.10 of the Act, by at least one examiner appointed for this purpose by the Board of Examiners. An examination can consist of more than one component;

h. Examiner: The person appointed by the Board of Examiners to conduct examinations, in accordance with Section 7.12c of the Act;

i. Final examination [examen]: The interim examinations [tentamens] linked to the components of the programme, including, where the Board of Examiners has so decided, an examination in accordance with Section 7.10 (1) of the Act carried out by the Board itself;

j. Leiden University Register of Study Programmes [Leids]

Register of the programmes offered by Leiden University, maintained under the supervision of the Executive Board, referred to in Article 7 of the Executive and Management Regulations;

1 The framework document Leids universitair register opleidingen [Leiden University Register of Study Programmes] can be found at the following website: www.onderwijs.leidenuniv.nl/onderwijsbeleid
The level of a component according to the abstract structure as defined in the framework document of the Leiden University Register of Study Programmes;

Practical assignment as defined in Section 7.13 (2) (d) of the Act, in one of the following forms:
- the writing of a thesis,
- the writing of a paper, the design and implementation of a project, or the creation of a technological design,
- the implementation of a research assignment,
- the participation in fieldwork or an excursion,
- the completion of a traineeship, or
- the taking part in another educational activity aimed at acquiring particular skills;

A coherent set of components, aimed at the realisation of well-defined goals in the area of knowledge, understanding and skills that a graduate of the programme is supposed to have acquired. Each programme ends with a final examination.

a person registered with Leiden University for the purpose of taking courses, and/or the sitting of examinations and the taking of examinations of the programme;


Monday to Friday, excluding public holidays;

Equal to examiner as referred to under g;

A person consulted by the thesis supervisor/examiner with regard to the grade of the thesis;

A file for monitoring and assessment by means of which students (1) show that they have acquired a level of academic education that is sufficient to obtain a diploma, (2) offers insight into their personal process of academic growth in the course of the programme and (3) make it possible to provide supervision and study and career advice;

Other terms have the meaning assigned to them in the Act.

Article 1.3 Codes of conduct

1.3.1 The Code of Conduct for Teachers and Students in ICT-supported Education, as well as (additional) faculty codes of conduct, apply to the programme and its courses.

1.3.2 The Code of Conduct relating to the Behaviour of Teachers and Students applies and is intended to create a framework for a good, safe and stimulating work and study environment within Leiden.

The Code of Conduct for Teachers and Students in ICT-supported education was adopted by the Executive Board on 30 June 2005 and can be found on the following website: www.regulations.leiden.edu/education-students/code-of-conduct-in-ict-supported-education.html
University, in which teachers and students associate with each other respectfully and in which mutual acceptance and trust are important values.

Chapter 2  Description of the Programme

Article 2.1  Objectives of the Programme

The Master of Arts program aims to provide students with a state-of-the-art knowledge of Cultural Anthropology and Development Sociology by building on the current approaches and theories in its main sub-fields and emphasizing new insights or paradigms that may replace more traditional concerns. More specifically the objectives of the MA program are:

a. to provide MA students with general theoretical knowledge of the discipline and a thorough knowledge of culture and society in a certain region in order to enable them to analyze the social problems of that region, to report on them in a scientific way and to give advice on policies;
b. to equip MA students with the scientific skills needed to independently design and execute fundamental and applied research;
c. to provide MA students with the knowledge, skills and instruments needed on the job market, in societies that are culturally familiar as well as in those that are new and different.

Article 2.2  Specialisations

The programme offers the following specialisations:
- Anthropology of a Sustainable World
- Anthropology of Media and Visual Culture

Article 2.3  Achievement Levels

Graduates of the programmes will be qualified to design and execute anthropological and sociological research independently. The following achievement levels apply with regard to the programme:

Knowledge and insight

h1. Specific knowledge of and insight into recent theoretical developments and debates within the disciplines of cultural anthropology and development sociology, and the capacity to follow these debates independently and judge their standpoint on their merits;
h2. detailed ethnographic and socio-historical knowledge of a specific region of the world, in order to conduct independent research in this region or advise and inform others about it;
h3. specific knowledge of and insight in at least one thematic specialization in the field of cultural anthropology and development sociology, in order to do independent research into this topic, or inform and advise others about it;
h4. thorough knowledge of and insight into the uses of qualitative and quantitative methods and techniques of anthropological and sociological research, so as to independently set up, execute and report on it;

---

3 The Code of Conduct for the Behaviour of Teachers and Students was adopted by the Executive Board on 19 October 2010 and can be found at the following website: http://media.leidenuniv.nl/legacy/gedragscode-omgangsvormen.pdf
h5. good knowledge of academic English.

Skills
i1. the skills of finding, critically judging and processing relevant sources of information in specialist subfields of anthropology and development sociology;
i2. the skills needed for recognizing, formulating and operationalizing a clear research problem in anthropological and/or sociological terms;
i3. the skills of proposing, organising, and executing long-term fieldwork independently;
i4. the skill of reporting on results of research, whether orally, in writing or by audiovisual means, and communicating information, ideas and advice to both specialist and non-specialist audiences;
i5. the skills required for the use of wordprocessing, literature research, recording of research data, and analyzing research data both qualitatively and quantitatively;
i6. the skills of integrating knowledge of and insight into the nature, relationships and dynamics of core aspects of society and culture, processes of development, and their institutional embedding.

Attitudes
j1. awareness of one’s social responsibility as anthropologist or development sociologist and researcher;
j2. a critical, reflexive and creative attitude towards the process of gathering, analyzing, reporting on and discussing scientific knowledge;
j3. a critical and reflexive attitude towards one’s performance as anthropologist or development sociologist, both personally and institutionally;
j4. a critical and reflexive awareness of the ethical and social context and implications of one’s actions as anthropologist or development sociologist and researcher;
j5. reflexivity about one’s own cultural background and respect for other worldviews and ways of life.

Article 2.4 Structure of the Programme
The programme offers full-time tuition only.

Article 2.5 Study Load
The course load of the programme is 60 credits.

Article 2.6 Start of the Programme; Uniform Structure of the Academic Year
The programme starts on 1 September and 1 February of every year. As far as courses are concerned, the programme is based on the uniform structure of the academic year, with the academic year being divided into semesters.4

Article 2.7 Final Examination of the Programme
The programme includes a final examination.

---

4 The uniform structure of the academic year and the explanatory notes to the new semester structure were adopted by the Executive Board on 14 October 2004 and reviewed on 12 January 2010.
Article 2.8  
**Language of Instruction**

In compliance with the Code of Conduct on the Language of Instruction and Examination [Gedragscode voertaal] the language(s) of instruction and examination in the programme is English.

Students are expected to have an adequate command of the language(s) of instruction of the programme.

Article 2.9  
**Quality**

The programme is accredited by the Accreditation Organisation of the Netherlands and Flanders (NVAO) and complies with the applicable national and international quality requirements, and with the quality standards with regard to teaching set out in the framework document Leiden University Register of Study Programmes.

**Chapter 3  Curriculum**

Article 3.1  
**Compulsory Components**

3.1.1 The programme includes compulsory components totalling a study load of 60 credits. These compulsory components include the optional courses [keuzevakken] from which a student is obliged to choose.

3.1.2 The e-prospectus contains a further specification of the study load, the level, the contents and the structure of the curriculum components.

Article 3.2  
**Freedom of Choice**

3.2.1 In addition to the components referred to in 3.1.1, students select components totalling a study load of 0 credits.

3.2.2 The choice of components requires the approval of the Board of Examiners.

3.2.3 In addition to the components taught at this university and subject to the approval the Board of Examiners, optional courses may also include, components offered by other Dutch universities or a foreign university or another legal entity offering accredited programmes (for first-degree programmes).

3.2.4 A student who is enrolled for the programme can, with the permission of the most apt Board of Examiners, put together a programme consisting of components which are taught by an institution to which a final examination is attached. In granting permission, the Board of Examiners will also indicate under which programme of the institution this programme is intended to fall.

Article 3.3  
**Practicals**

3.3.1 The e-prospectus lists for each component which practicals they include, what the nature of these practicals is, and the student's workload for these practicals, as well as whether participation in these practicals is mandatory for entry to the examination of the component. The Board of Examiners may

---

5 The Code of Conduct on the Language of Instruction and Examination [Gedragscode voertaal] was adopted by the Executive Board on 28 May 2013 and can be found on the following website: media.leidenuniv.nl/legacy/language of instruction.pdf

6 In accordance with the ‘abstract structure’ as described in the framework document Leiden University Register of Study Programmes.

7 In accordance with Section 7.3d of the Act (‘free programme in Academic Education’).
grant exemption from a practical, in which case the Board may or may not impose alternative requirements.

3.3.2 The e-prospectus specifies the scope and study load of the final report ("Master Thesis"). Appendix B contains a description of the standards that the final report must meet and the further procedure applying to the supervision.

Article 3.4 Participation in courses

Participation in courses takes place in order of registration, with the provision that students who are registered in a programme are guaranteed access to the obligatory courses of that programme.

Article 3.5 Recording Lectures

Students are not allowed to make audio or video recordings of lectures without explicit prior permission from the relevant lecturer. Should such permission be granted, the student is only legally allowed to use the recording for his/her own use; all forms of duplication or publication of the recordings are prohibited.

Students are prohibited from all forms of duplication or publication of course materials. The materials are for students’ own use only.

Chapter 4 Examinations, Final Examination and Further Education

Article 4.1 Frequency of Examinations

4.1.1 For each component offered in an academic year, examinations will be held twice during that year.

4.1.2 If a component contains a practical, students may only sit the examination as referred to in paragraph 4.1.1 if they have successfully completed the practical, unless the Board of Examiners decides otherwise.

4.1.3 In accordance with Section 7.13, second paragraph under (h) of the Act, the e-prospectus specifies the dates of the examinations.

4.1.4 Not applicable.

4.1.5 Admission to a second opportunity to sit the examination may be subject to certain conditions set by the Board of Examiners. These conditions are specified in the Rules and Regulations of the Board of Examiners.

4.1.6 In special cases, the Board of Examiners may allow for an additional resit, at the student’s request.

4.1.7 If an examination has been passed successfully, the opportunity to do a resit for this particular component lapses. Should a student nevertheless take part in a resit without explicit permission from the Board of Examiners, no grade will be given. The result of the first test will remain valid.

Article 4.2 Obligatory Order

4.2.1 The e-prospectus specifies which components with their attendant examinations cannot be taken before the examinations of one or more other components have been successfully completed.
4.2.2 For the components and their attendant examinations which must be completed in a given sequence, the Board of Examiners may in special cases, and upon motivated written request of the student, decide on a different sequence.

Article 4.3 Examination Formats

4.3.1 The e-prospectus states whether assessment may take place by means of either a written or oral examination or a skills test.

4.3.2 In special cases, on request of the student, the Board of Examiners may allow the student to take the examination in a manner that deviates from the one prescribed in the e-prospectus.

4.3.3 Students with a disability or chronic illness may take examinations in a manner that has been adjusted to their particular disability, in order to accommodate their disability as much as possible. These adjustments may not affect the quality or level of difficulty the examination. If necessary, the Board of Examiners will seek expert advice, as provided for in the Protocol on Studying with a Disability, before reaching a decision.

4.3.4 The Board of Examiners decides upon requests to adjust the manner in which examinations are taken.

4.3.5 The examination shall take place in the English or Dutch language, in accordance with the Code of Conduct on the Language of Instruction and Examination [Gedragscode voertaal].

4.3.6 Students will be assessed on an individual basis if a component involves presentations, research, reports or other course activities that require students to work in groups.

4.3.7 The final report will be presented in a written form only.

Article 4.4 Oral Examinations

4.4.1 An oral examination may involve only one student at a time, unless the Board of Examiners has decided otherwise.

4.4.2 Oral examinations are public, unless the Board of Examiners or the examiner concerned has decided otherwise, owing to special circumstances, or unless the student objects.

Article 4.5 Rules set by the Board of Examiners

4.5.1 In accordance with Section 7.12b (3) of the Act, the Board of Examiners has set out rules concerning the execution of their tasks and responsibilities and the measures they can take in this respect. The Board of Examiners has formulated a number of rules and regulations for this contingency.

4.5.2 The Board of Examiners guarantees the right of a student to appeal against decisions of the Board or the examiners.

4.5.3 In addition, the Board of Examiners is responsible for formulating a procedure for the appointment of a first and second supervisor for the final report, as well as the procedure surrounding the assessment of the final report and how the responsibilities, including determining the mark, are divided between the first and the second supervisor.

Article 4.6 Assessment

4.6.1 Immediately after the oral examination, the examiner shall inform students of their results and hand them a written notification of these results.
4.6.2 Within fifteen working days after the date of the examination or test, the examiner shall mark any written examination or other test and provide the administration office of the department with the information necessary to present the student with a written or electronic notification of the examination results.

4.6.3 If the examiner is unable to comply with the period of 15 working days specified in article 4.6.2, the student shall be notified thereof within said time limit. The student shall also be informed of the relevant procedure in such cases.

4.6.4 The result of the examination shall be expressed as a whole or fractional number with one decimal between 1.0 and 10.0, including both limits. The result shall not be expressed as a number between 5.0 and 6.0.

4.6.5 The examination is considered to be successfully completed if the result is 6.0 or higher.

4.6.6 The successful completion a practical may qualify as the successful completion of an examination in the sense of Article 7.10 of the Act.

4.6.7 The written or electronic notification of the examination result informs students of their right to inspect their marked examination papers referred to in Article 4.8 below and of the appeals procedure.

4.6.8 The Board of Examiners formulates regulations which specify the conditions under which the Board may exercise its authority as specified in Section 7.12b (3) of the Act to determine that not every examination needs to be successfully completed and/or what the conditions are under which the results of partial examinations can compensate for one another. These regulations are included in the Rules and Regulations of the Board of Examiners.

Article 4.7  Period of Validity of Results

4.7.1 Every examination and exemption granted has a validity period of 3 years.

4.7.2 The Board of Examiners may, in accordance with the guidelines it has formulated, and at the request of the examination candidate, extend the period of validity by one year each time (Article 4.9 of the Rules and Regulations of the Board of Examiners).

Article 4.8  Access to Marked Examinations and Evaluation

4.8.1 Students have the right to view their marked examination for a period of thirty days following the publication of the results of a written examination.

4.8.2 During the period referred to in 4.8.1, the examination questions and assignments, as well as – if possible – the marking criteria, may be inspected.

4.8.3 The marked test will be evaluated at the request of the student. The opportunity to do so will be announced together with the examination results.

4.8.4 The Board of Examiners is authorised to decide whether the test will be evaluated collectively or individually.

4.8.5 The Board of Examiners determines where and when the evaluation will take place.

4.8.6 Students who, due to circumstances beyond their control, are unable to attend the evaluation referred to in paragraph 4.8.3 shall be granted another opportunity for evaluation, if possible within the period referred to in 4.8.1.

Article 4.9  Exemption from Examinations and/or Practicals

At the student’s request and after consultation with the examiner involved, the Board of Examiners may grant the student exemption from one or more examinations or practicals under the following conditions:
• The student has successfully completed, at a university or an institute of higher professional education, a programme component that is similar in content and level to the component for which the student requests exemption, or
• The student has demonstrated, through relevant work or professional experience, that he or she has acquired sufficient skills and knowledge in relation to the relevant component.

Article 4.10  Final Examination

4.10.1 The student will be awarded a diploma by the Board of Examiners once he or she can provide sufficient proof that all the tests of the final examination have been successfully completed and the student is in possession of a bachelor’s degree as referred to Article 5.1 or a proof of admission as referred to in Article 5.2.

4.10.2 The Board of Examiners is entitled to perform an additional test of the knowledge, understanding and skills of the examination candidate and assess the results.

4.10.3 Graduation does not take place before the Executive Board has declared that all procedural requirements (including the requirement to pay tuition fees) have been met. One diploma will be awarded for the programme. It is recorded on the diploma that the programme or the specialisation has been delivered by Leiden University.

4.10.4 Pursuant to the regulations referred to in Section 7.11 (3) of the Act a student who is entitled to graduate may ask the Board of Examiners to postpone the event, as long as the enrolment period for the programme in question has not exceeded the nominal duration of studies plus one year.

4.10.5 This request must be submitted within five working days of the student receiving his or her examination results. In this request the student must state when he or she wishes to graduate.

4.10.6 The Board of Examiners can also approve the request if not approving it would lead to extreme unfairness.

4.10.7 A supplement written in English complying with the agreed European standard format is attached to the degree certificate. The certificate also includes a translation of the certificate and a Latin certificate.

Article 4.11  The Degree

4.11.1 A degree of Master of Arts is awarded to those who have passed the final examination of the programme.

4.11.2 The degree certificate states the degree awarded.

Article 4.12  Distinctions

4.12.1 The Board of Examiners may attach a distinction to the result of a final examination.

4.12.2 The distinction is determined on the basis of the weighted average of all the components, with the exception of the components for which an exemption was granted and components for which the student only obtained proof of attendance.

4.12.3 The weighted average of all grades is determined by multiplying the number of study credits (EC) of each component by the highest grade awarded for this component, then adding these up, and finally dividing the result by the number of study credits obtained.

4.12.4 The diploma and the diploma supplement will contain the ‘cum laude’ distinction if the following conditions are met:
• All courses were completed with a minimum grade of 7.0.
• The weighted average of the student is 8.0 or higher.
• The grade for the master’s thesis is 8.0 or higher.
• The master’s final examination was completed within two years [depending on the duration of the master’s programme, the rule is nominal + 1 year].

4.12.5 The diploma and diploma supplement will contain the ‘summa cum laude’ distinction if the following conditions are met:
• All courses must be completed with a minimum grade of 8.0.
• The student must have a weighted average grade of 9.0 or higher.
• The master’s thesis was graded 9.0 or higher.
• The master’s final examination was completed within one year [the nominal duration of the master’s programme].

4.12.6 Other considerations may play a role in determining whether a student is awarded a distinction. Examples include such aspects as the development of the student throughout his/her study programme, possible exceptional performances on the part of the student in completing the final assignment or thesis, or other relevant exceptional circumstances.

4.12.7 If a student was found guilty of fraud in the course of his or her studies, he or she will not be awarded a distinction.

4.12.8 The distinction awarded by the Board of Examiners may not deviate by more than 0.5 credits from the distinction indicated by the weighted average.

Article 4.13 Further Education
The diploma awarded grants access to the PhD track.

Chapter 5 Admission to the Programme

Section 5.1 Admission

Article 5.1 Confirmation of Admission

5.1.1 A confirmation of admission can be issued by the Faculty Board if the student fulfills the entry requirements specified in Article 5.2 in so far as the maximum number of enrolled students as determined by the Executive Board for the programme is not exceeded.

5.1.2 The confirmation of admission must be applied for according to the rules set out in the Regulations for Admission to the Master’s programmes.8

8 The Regulations for Admission to Master’s Programmes of Leiden University was established by the Executive Board on 27 April 2005 and modified by degree on 20 December 2005, 6 March 2007, 6 November 2007, 16 December 2008 and 29 May 2012; it can be found on the following website: www.reglementen.leidenuniv.nl/onderwijs-onderzoek/regeling-toelating-masteropleidingen.html
Article 5.2 Admission to the academic year 2014-2015

5.2.1 Without prejudice to the stipulations of Article 5.1.1 regarding maximum capacity, persons who are in possession of the following degree are granted direct admission to the programme:

- Bachelor’s degree “Culturele antropologie en ontwikkelingssociologie” of Leiden University

5.2.2 Without prejudice to the stipulations in Article 5.1.1 regarding maximum capacity, persons who do not meet the entry requirements set in 5.2.1 will be granted admission to the programme:

- If they are in possession of a bachelor’s degree from a university programme, or can demonstrate that they meet the requirements set by such a degree;
- if they have knowledge, understanding and skills which should have been acquired by the end of the bachelor’s programmes referred to in Article 5.2.1;
- If in the opinion of the Faculty Board they possess a sufficient command of the language of instruction of the programme (TOEFL score of at least 600/250/100 or an IELTS score of at least 7.0).

5.2.3 Not applicable

Article 5.3 Admission to the academic year 2015-2016

5.3.1 Without prejudice to the stipulations of Article 5.1.1 regarding maximum capacity, persons who are in possession of (one of) the following degree(s) are granted direct admission to the programme:

- Bachelor’s degree “Culturele antropologie en ontwikkelingssociologie” of Leiden University

5.3.2 Without prejudice to the stipulations in Article 5.1.1 regarding maximum capacity, persons who do not meet the entry requirements set in 5.3.1 will be granted admission to the programme:

- If they are in possession of a bachelor’s degree from a university programme, or can demonstrate that they meet the requirements set by such a degree;
- if they have knowledge, understanding and skills which should have been acquired by the end of the bachelor’s programmes referred to in Article 5.2.1;
- If in the opinion of the Faculty Board they possess a sufficient command of the language of instruction of the programme (TOEFL score of at least 600/250/100 or an IELTS score of at least 7.0).

5.3.3 Not applicable.

Article 5.4 Deficiencies

Not applicable.

Article 5.5 Bridging Programmes (Premasters)

5.5.1 The Admissions Committee of the Institute of Cultural Anthropology and Development Sociology can compile a bridging programme (Premaster) in order to make up for deficiencies for the assigned students. The programme is compiled in the admission process and can contain a maximum of 60 EC. Upon the successful completion of the bridging programme the student can be admitted to the programme by the Admissions Committee. The components that can be used for the bridging programme (Premaster) are listed in the e-prospectus.
5.5.2 Information regarding the bridging programmes can be requested from the Admissions Committee of the Institute of Cultural Anthropology and Development Sociology.

Chapter 6  Student Counselling and Study Advice

Article 6.1  Student Progress Report
6.1.1 The department administration keeps records of the study results of individual students.
6.1.2 The department administration provides each student with an overview of the study results obtained upon request of the student.
6.1.3 If, in the opinion of the department, the student is seriously lagging behind compared with the required study progress, the department will draw the student’s attention to the possibility of support in formulating a study plan.

Article 6.2  Introduction and Student Counselling
The department provides an introduction and counselling for all students.

Article 6.3  Supervision of the Final Assignment
6.3.1 The student makes a plan for the final assignment together with the supervisor as referred to in 3.3.2. This plan is based on the study load specified for this component in the appendix referred to in 3.3.2.
6.3.2 The plan referred to in 6.3.1 also specified the frequency and manner of supervision.

Article 6.4  Professional Sports
Students who play sports at a professional level are offered the opportunity to adjust their study programme to their sporting activities wherever possible. The department follows the guidelines drawn up by the Executive Board to determine who fits into this category.

Article 6.5  Disability or chronic illness
Where possible, students with a disability or chronic illness are offered the opportunity to adjust their study programme in accordance with the limitations resulting from their disability or illness. These adjustments will be made as much as possible in accordance with the limitations resulting from their disability or illness but may not affect the quality or level of difficulty of a course unit or the examination programme.

Article 6.6  Stay Abroad and Traineeship
For students who as a result of a stay abroad or traineeship which was approved of by the Board of Examiners may suffer from a demonstrable delay in their studies, measures will be taken to limit the delay.

Chapter 7  Transitional Provisions

Article 7.1  Provisions Concerning Students Previously Enrolled in the Programme
7.1.1 As of 1 September 2012, for students who are enrolled in the programme for the first time, the Course and Examination Regulations apply for the duration of one year.
7.1.2 For students who were enrolled in the programme for the first time before 31 August 2012 at a point in time no longer than five years before the date on which these regulations entered into force, chapters 3 and 4 of the Course and Examination Regulations still apply in the form they had at the point in time of the first enrolment.

7.1.3 Not applicable.

7.1.4 If components as referred to in 3.1.1 and 3.2 of the Course and Examination Regulations applicable pursuant to 7.1.1 and 7.1.2 are no longer on offer, the Board of Examiners will indicate components to replace them. If necessary, components may be indicated that are offered by another institution.

Chapter 8 Final Provisions

Article 8.1 Amendments

8.1.1 Amendments to these regulations are implemented by a separate order of the Faculty Board with the prior consent of the Faculty Council.

8.1.2 Amendments to these regulations which apply to a particular academic year shall be implemented before the beginning of that year and published in the prescribed manner, unless earlier implementation of an amendment to the regulations is strictly necessary and in all reasonableness does not harm the students’ interests.

8.1.3 Amendments to these regulations may not adversely affect any prior decision pertaining to students taken by the Board of Examiners on the basis of these regulations.

Article 8.2 Publication

The department is responsible for the publication of these regulations, of the rules and guidelines set by the Board of Examiners, and of any amendment to these articles via the university website.

Article 8.3 Entry into Force

These regulations will enter into force on 1 September 2014.
Appendix A (referring to article 3.1):

Components of the Specialization Anthropology of Media and Visual Culture:

<table>
<thead>
<tr>
<th>Components</th>
<th>EC</th>
<th>Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>Large Issues, Small Places</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Doing Ethnography</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Research Proposal</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>• Media and Culture, part 1</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>• Media and Culture, part 2 [or]</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>• Heritage Protection</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Fieldwork</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td>Writing Seminar: Telling Your Story</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Master Thesis</td>
<td>15</td>
<td></td>
</tr>
</tbody>
</table>

Components of the Specialization Anthropology of a Sustainable World:

<table>
<thead>
<tr>
<th>Components</th>
<th>EC</th>
<th>Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>Large Issues, Small Places</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Doing Ethnography</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Research Proposal</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>• Environment and Development, part 1 [or]</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>• Global Economy and Culture, part 1</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>• Environment and Development, part 2 [or]</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>• Global Economy and Culture, part 2 [or]</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>• Heritage Protection</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Fieldwork</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td>Writing Seminar: Telling Your Story</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Master Thesis</td>
<td>15</td>
<td></td>
</tr>
</tbody>
</table>

Components of methodological option “Visual Ethnography as a Method” which is possible within both specializations:

<table>
<thead>
<tr>
<th>Components</th>
<th>EC</th>
<th>Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>Large Issues, Small Places</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Doing Ethnography</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Research Proposal</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>• SPECIALIZATION COURSE, part 1</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Visual Ethnography: Fieldwork preparations</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Fieldwork with Film</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td>Visual Ethnography: Analysis and Editing</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Writing Seminar: Telling Your Story</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Master Thesis with a Film Component</td>
<td>15</td>
<td></td>
</tr>
</tbody>
</table>
Appendix B:

Point of reference for assessment of the MA-thesis in Cultural Anthropology and Development Sociology

Structure
- Title and subtitle reflect content
- Structure of the report is clear from the table of contents

Theoretical Framework
- Clearly formulated thesis argument (why, what how)
- Thesis statement is anthropological
- Literature is relevant (critically collected)
- Academic relevance of topic is clear (why)
- Social relevance of the topic is addressed (why)

Fieldwork
- Research gives a sense of place and a sense of the population studied
- Research was carried out systematically and updated when necessary
- Respect and consideration was shown for research participants
- Offers detailed insight into the specific work carried out
- Shows reflexivity and ethical awareness

Specific Structure
- Introductory paragraph explains the subject of each chapter
- Data and literature are critically analysed
- No unnecessary tangents or repetition
- Originality/creativity in the framing and implementation of the research
- The chapters form a coherent whole with a clear logic from question to answer and a conclusion/discussion

Academic conventions
- Bibliography is consistent and adheres to house style and includes only references cited
- Correct referencing at the appropriate place in the text
- Consistent and correct use of concepts
- Academic language is used clearly and without typographical errors

Point of reference for assessment of combined audiovisual & written MA projects
(A: Audiovisual; W: Written)

Structure
- A & W: Titles reflect content
· W: Structure of the written report is clear from the table of contents
· A & W: The audiovisual and textual components of the project complement each other and contribute to a scholarly treatise on the fieldwork executed.

**Theoretical Framework**
· W: Clearly formulated argument (why, what how)
· A & W: The argument made is anthropological
· W: Literature is relevant (critically collected)
· A & W: Academic relevance of topic is clear (why)
· A & W: Social relevance of the topic is addressed (why)

**Fieldwork**
· A & W: Research gives a sense of place and a sense of the population studied
· A & W: Research was carried out systematically and updated when necessary
· A & W: Respect and consideration was shown for research participants
· W: Offers detailed insight into the specific work carried out
· A & W: Shows reflexivity and ethical awareness

**Specific Structure**
· A & W: Data and literature have critically been analyzed
· A & W: No unnecessary tangents or repetition
· A & W: Originality/creativity in the framing and cinematographic interpretation of the research
· A: sequences form coherent wholes, or if otherwise constructed can be accounted for.
· W: The chapters form a coherent whole with a clear logic from question to answer and a conclusion/discussion

**Academic conventions**
· A: Titling is consistent, and credits and acknowledgements are appropriate.
· A: Quality of image and sound is sufficient
· W: Bibliography is consistent and adheres to house style and includes only references cited
· W: Correct referencing at the appropriate place in the text
· W: Consistent and correct use of concepts
· W: Academic language is used clearly and without typographical errors