

2012/2013 Education and Examination Regulations Masters study programmes Wageningen University (EER MSc)

The Education and Examination Regulations are required by law. They are intended to provide students with clarity and certainty about their rights and obligations concerning interim exams and final examinations. There is an EER for the BSc and an EER for the MSc. The EER is enacted by the Executive Board (Article 7.13.1 WHW) after approval of the Student Council.

The Examining Board has established a document with rules and regulations in accordance with Article 7.12b WHW, in which there are rules concerning the execution of duties and competence and any measures the Examining Board needs to take within this context.

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Chapter 1 General stipulations

Article 1 Sphere of application of the regulation

These regulations apply to the education and the examinations of the Masters study programmes as listed in Chapter 2. The study programmes are provided within the Faculty of Agricultural and Environmental Sciences, hereinafter referred to as the Faculty.

These regulations are published in Dutch and in English version. In case of different interpretation the Dutch version has priority.

Article 2 Definitions

For the purposes of these Regulations, the following terms are defined as shown:

- a. The Act: the Higher Education and Research Act (*Staatsblad 1992, 593*).
- b. Student: the individual who, in accordance with the Act, has a right to educational and/or examination facilities. *Extranei* are included in this definition.
- c. Student with a functional limitation: a student with a chronic (possibly temporary) or permanent disorder which structurally hampers the student in participating in education and/or taking examinations.
- d. Course: an educational component of the Masters study programme, as defined by the Act.
- e. Interim examination: a test to evaluate the knowledge, insight and/ or skills of a student concerning a course.
- f. Final examination: the evaluation of student's academic achievements in the Masters study programme as defined in art. 7.3.3 WHW.
- g. Educational period: a period during which education is provided.
- h. Interim examination period: the periods, each lasting one week, which directly follow educational periods 1,2 and 5, during which the student is given the opportunity to take interim examinations in the courses presented during the corresponding educational period. The interim examinations for courses in periods 3, 4 and 6 will be taken during these educational periods.
Re-sits: re-sits for courses from period 1 will be offered in the interim examination week of period 2. Re-sits for courses from period 2 will be offered in the separate re-sit week after period 3. Those for courses from period 3 and 4 in the interim examination week of period 5. Those from period 5 during a separate re-sit week after period 6 and those from period 6 in the interim examination week of period 1. If a course is offered more frequently during the year, a re-sit may coincide with a regular interim examination of the course for another study programme.
General re-sit period: in August there is a general re-sit period of two weeks (not following an education period) for all courses, in which interim examinations can be taken of all courses that have been taught that academic year. The August re-sit period ends at least two weeks before the end of the academic year.
- i. Practical: practical training as stipulated in Section 7.13.2 under t. of the Act, in one of the following forms:
 - participation in fieldwork or a field trip,
 - completion of an internship, or
 - participation in another form of education with the aim of acquiring specific skills.
- j. A credit comprises 28 hours of participating in education, taking interim examinations and studying. According to the European Credit Transfer and Accumulation System (ECTS), an academic year comprises 60 credits.

Article 3 Aim of the study programme

The aim of the study programme is to impart scientific knowledge, academic skills and attitude in such a way that the graduate Master is capable of working independently as a professional or is able to follow the PhD study programme as a scientific researcher or designer. For every programme, the relevant learning outcomes are formulated and published in the Study Guide. These learning outcomes are explanations of what a student is expected to know, understand and/or be able to demonstrate after successful completion of the study programme.

Article 4 Variants of the study programme
Wageningen University has only full-time Masters study programmes.

Article 5 Educational frameworks
The 2012/2013 educational frameworks as approved by the Student Council and enacted by the Executive Board in apply to the Masters study programmes as defined in Article 7.

Article 6 Examining Boards of the study programmes
The Executive Board has established four Examining Boards for each of the four groups of study programmes based on art. 7.12a.1 WHW. These Examining Boards are responsible for the final examinations in the study programmes of the Education Institute. In their decisions, the Examining Boards take the general principles of good administration into account.

Chapter 2 The Masters study programmes of Wageningen University

Article 7 The study programmes
Wageningen University offers the following two-year Masters study programmes:

- Biosystems Engineering CROHO code 66831
- Animal Sciences CROHO code 66849
- Applied Communication Science CROHO code 66652
- Aquaculture and Marine Resource Management CROHO code 60804
- Bioinformatics CROHO code 60106
- Biology CROHO code 66860
- Biotechnology CROHO code 66841
- Climate Studies CROHO code 60107
- Development and Rural Innovation CROHO code 60103
- Environmental Sciences CROHO code 60810
- Earth and Environment CROHO code 60100
- Food Quality Management CROHO code 60109
- Food Safety CROHO code 60112
- Food Technology CROHO code 66973
- Forest and Nature CROHO code 66219
- Geo-Information Science CROHO code 60108
- Hydrology and Water Quality CROHO code 60101
- International Development Studies CROHO code 66837
- International Land and Water Management CROHO code 60104
- Landscape Architecture and Planning CROHO code 66848
- Leisure, Tourism and Environment CROHO code 60111
- Management, Economics and Consumer Studies CROHO code 66836
- Meteorology and Air Quality CROHO code 60102
- Molecular Life Sciences CROHO code 60303
- Organic Agriculture CROHO code 69300
- Nutrition and Health CROHO code 66868
- Plant Biotechnology CROHO code 60105
- Plant Sciences CROHO code 66835
- Soil Sciences CROHO code 60100

Chapter 3 Admission

Article 8 Admission to the Masters study programme

1. For admission to a contiguous Masters study programme, the student must possess the required Bachelors diploma. The supplement to the Education and Examination Regulations of the Bachelors study programmes WU and the Education and Examination Regulations of the Masters study programmes WU contain the list of Bachelors diplomas that provide admission to one or more contiguous Masters study programmes. This supplement is part of both sets of Education and Examination Regulations (BSc and MSc).
2. For admission to a non-contiguous Masters study programme, the student must have proof of admission to the relevant Masters study programme. This proof of admission is provided by the Executive Board.
3. The proof of admission to the non-contiguous Masters study programmes is provided if the admission requirements are satisfied.

Article 9 Masters permission regulation

1. For students that started the WU-BSc before 1st September 2010 it is possible that as an exception to the provisions in the Act and Article 13 of the Education and Examination Regulations of the Bachelors study programmes and art. 8 of this Regulation, the Examining Board can provide the Bachelors student with permission to take interim examinations that are part of the Masters evaluation if the following requirement for the Bachelors evaluation are satisfied: a minimum of 150 credits has been earned, including all interim examinations belonging to the first year of the Bachelors study programme, the BSc1 portion (60 credits). The Masters permission regulation does not apply to the MSc thesis, the Academic Master Cluster and the MSc internship; the student can begin these components only after completing the Bachelors examination.
2. Furthermore for students that started the WU-BSc before 1st September 2010 it is possible that in special cases, the Examining Board, at the request of the Bachelors student, can also provide access to interim examinations of a Masters study programme in a different way.
3. For students that started the WU-BSc as from 1st September 2010 or later as from 1st September 2013 a student is only allowed to start with a Master study programme, when he has finished the Bachelor study programme. There is a hardship clause for students that have a delay in there study due to special circumstances (illness, a functional limitation, family circumstances, or activities like membership of boards or committees) and the student couldn't prevent the study delay by good planning in cooperation with the study advisor.

Chapter 4 Education and examination regulations for the study programmes

Section 1 Final examinations, General

Article 10 The final examination in the study programme

In the study programme as defined in Article 7, the following final student examination applies: the Masters examination.

Article 11 The degree linked to the Masters study programmes
In accordance with art. 7.10a.1 WHW the institution administration awards to those who have passed the Masters examination the degree of "Master of Science", followed by the name of the completed study programme. The study programme and the degree are listed on the diploma.

Section 2 *Final Masters examination and result of Final Masters examination*

Article 12 Compilation and study load examination programme/ flexible Masters programme

1. The Masters examination comprises the examination courses as listed in the examination programme of the study programme, as approved by the Executive Board and published in the Study Handbook. The study programme in the Study Handbook is part of the EER. Every interim examination is one component of the Masters examination regardless of whether it is compulsory, free choice or restricted choice. The total study load of the Masters examination is 120 credits.
2. Every student has the right to put together a flexible Masters programme. The composition of a flexible Masters programme requires the permission of the relevant Examining Board. When granting permission, the Examining Board indicates which Masters study programme offered by the institution is most in accordance with the flexible programme compiled by the student concerning the application of the Act and these regulations. The diploma states that a flexible Masters programme has been completed and lists the name of a regular Masters study programme.

Article 13 Components of the study programme; approval of interim examinations to be taken at other institutions

1. The same courses cannot appear in both the Bachelors study programme of WU and in the examination courses of a Masters study programme for an individual student. If there is overlap, the study adviser, in consultation with the student, will modify the examination programme listed on the MSc study contract.
2. a. In order to take interim examinations of free choice courses at other institutions of scientific education in the Netherlands or abroad, the student must first obtain permission from the Examining Board. The request to the Examining Board must be supported by a recommendation from the study adviser. When granting permission, the Examining Board evaluates the relevant interim examination regarding whether its magnitude and level are compatible with the Masters examination programme. The relevant interim examination and the number of credits assigned are listed on the diploma supplement under the appropriate name.
b. If a student will take interim examinations at institutions of scientific education abroad and the student wants these examinations to count for specific courses from the programme described above, then the student requests the relevant WU examiner to take responsibility for the interim examinations that were taken abroad. The student must obtain permission from the Examining Board in accordance with the procedure in clause 2a. The diploma supplement lists, the name of the interim examination taken abroad and the name of the institution.

Article 14 Approval of the Masters examination programme

1. the beginning of the Masters study programme, the student and the study adviser must compile an individual Masters examination programme, based on the prescribed programme, which can include a well-reasoned proposal for one or more exemptions from interim examinations.
2. The Secretary of the Examining Board involved receives this proposal via SPA (Study Programme Approval). The Examining Board decides whether or not to approve the

Masters examination programme. The approved examination programme becomes part of the MSc study contract.

3. The decision of the Examining Board is based on a qualitative and quantitative assessment of the individual Masters programme. The assessment of the free choice (elective) component is limited to assuring the level of the individual interim examinations in relation to their mutual consistency.
4. Before the relevant Examining Board makes a well-reasoned decision to deny approval, the student is provided with an opportunity to explain his or her standpoint.
5. The relevant Examining Board decides within six weeks after receiving the request, or if this term expires during an academic holiday, within 14 days after the holiday. The Examining Board can postpone the decision for no more than 14 days. The student must be informed of the postponement before the expiration of the first (six-week) term cited above.
6. The student will be informed of the decision within eight weeks. If the relevant Examining Board has not decided in a timely fashion, or if the student has not been informed in a timely fashion of the decision, the individual set of examination courses is assumed to be approved.
7. The student needs to request a change in the Masters examination courses that have already been presented for approval in time. This means: at least six weeks before the intended date of the master examination. Clauses 3, 4 and 5 apply to this request where relevant.

(*) Students are strongly advised to submit the examination courses for approval before they take interim examinations in optional courses. If free choice (optional) courses that have already been taken are not approved, this is entirely at the risk of the student.

Article 15 Prerequisite courses and thesis

Before the student can begin the thesis, the prerequisite courses for the thesis must be passed. The Examining Board can decide to deviate from this regulation.

Article 16 Additional conditions for starting MSc thesis and MSc internship

The Study Handbook can stipulate that students cannot begin work on their MSc thesis or MSc internship unless specified study progress has been made.

Article 17 Evaluating the final Masters examination

1. The student has passed Masters examination of the study programmes referred to in Article 6 if all the interim examinations that are part of the examination courses have been passed.
2. After all interim examinations have been completed, the result of the evaluation is determined by the relevant Examining Board.

Article 18 Graduation with two or more final Masters examinations

1. It is possible to graduate with two or more final Masters examinations if the following conditions are satisfied:
 - a. Enrolment in the study programmes in which the student will graduate,
 - b. The MSc theses for the various study programmes in which the student will graduate and the preparatory courses for these theses must be completed at different University chair groups,
 - c. The necessity to take an MSc internship, a second MSc thesis and an Academic Master Cluster in the additional study programme(s) is decided by the Examining Board. Based on the degree of similarity between the study programmes to be taken, the Examining Board will consider whether or not an exemption can be provided,

- d. Students who want to graduate in two or more Masters programmes must complete a unique component in each of the programmes of at least 60 credits. When one of the two Master programmes is an one year Master programme of another university, then the overlap between the programmes must not be more than 30 credits.
The minimum programme magnitude of each of the study programmes must not contain any overlap or duplication whatsoever.
2. For each study programme that is chosen, the relevant Examining Board provides a diploma for each successfully completed Masters evaluation.

Article 19 The diploma and the diploma supplement

1. As proof that the candidate has passed the final examination, the Examining Board awards a diploma. The diploma is signed in any case by two members of the Examining Board who are appointed to do so.
2. The diploma lists the study programme, the degree, the specialisation if any and the successfully completed minor. The diploma supplement to the diploma lists the interim examinations that are part of the examination courses with the marks and credits earned. The diploma also lists the interim examinations passed that are not part of the examination courses, if the candidate has requested that these be included before the final examination is completed.
3. If the candidate has shown exceptional prowess during the evaluation, this can be reported on the diploma with the words "with distinction". The examining board will award this qualification in accordance with the rules included in the document: 'Rules and regulations of the Examining Board'.

Section 3 *Taking interim examinations and results of interim examinations*

Article 20 Interim examinations general

1. The Study Handbook indicates which form or forms of the interim examination may be taken.
2. Students with a functional limitation are offered a reasonable opportunity to take interim examinations in a fashion which is adapted to their limitation as much as possible. If necessary, the Examining Board acquires expert advice before deciding on this matter.
3. The duration of the interim examination is such that the candidate, according to reasonable standards, has sufficient time to answer the questions.
4. At a request of a student, the Examining Board can decide that the interim examination is taken in a different form.
5. Once a student has passed an interim examination that examination may not be taken again.

Article 21 Opportunity to take interim examinations, written interim examinations

1. a. Immediately following each of the education periods 1 - 6, students in the study programmes as referred to in Article 7 are given the opportunity to take interim examinations for the courses taught during those periods or, where applicable, during the relevant educational period.
- b. In addition, for two weeks at the end of each academic year after the end of the last educational period, all students have the opportunity to take interim examinations in the courses that were taught during that academic year (period 7).
- c. Finally, the students of the study programmes referred to in Article 7, besides the being offered the interim examination possibilities referred to in clauses 1a and 1b, are also offered a third interim examination possibility at such a time that during a

twelve-month period three opportunities to take interim examinations are provided except exclusion because of a "N.V." (did not appear).

2. Students who wish to take written interim examinations in a different way than that stipulated in clauses 1 a - c must obtain permission from the relevant Examining Board.

Article 22 Form of the interim examinations, oral interim examinations

1. Oral interim examinations take place at a public venue unless the Examining Board or the examiner decides otherwise in a special case, or if the student objects to a public examination. For reasons of public order, or at the request of the student, the examiner may decide to discontinue the oral examination in public.
2. Oral interim examinations are scheduled at a time determined by the examiner(s) in consultation with the candidate.
3. Oral interim examinations will not be given to more than one individual at a time, unless the Examining Board or the examiner decides otherwise.

Article 23 The questions and problems, changing the material tested by interim examinations

1. The questions and problems on the interim examination do not go beyond the previously announced examination material. This material is described in broad terms before the beginning of the course that leads to the examination. The exact delineation of the material to be tested on the examination is announced definitively no more than one month before the examination is held.
2. If the examination material and/or the method of evaluation of an interim examination has been altered significantly, then the interim examination or the components of which the interim examination exists will be offered in its old form during one academic year, the year in which the course is offered in the new form for the first time. However, only to students who have taken the interim examination or one of the components in its old form without passing.
3. If a course expires, as far as this concerns the code or the content, the interim examinations of this course or the components of which the interim examination exists will be held during one academic year, the year in which for the first time the course is no longer offered. However, only to students who have taken the interim examination or one of the components in its old form without passing.

Article 24 Determining and announcing the results

1. Immediately after the oral interim examination is completed, the examiner determines the results and gives a written declaration to the student.
2. The examiner determines the results of a written interim examination within 10 working days after the day on which it is taken. Results are published at Blackboard.
3. Regarding interim examinations other than oral or written examinations, like a paper, the Examining Board decides in advance how and when the student will be provided with documentation of the results.
4. The Examining Board/examiner informs the Student Service Centre about the results.

Article 25 Right to view the interim examination

1. During a period of at least 14 days following the publication of the results of the written interim examination, the student will have the opportunity, at his or her request, to view the work which has been evaluated.
2. During the above period, the candidate will be able to view the questions and assignments on the relevant interim examination, as well as the norms used for evaluating the answers.
3. For this purpose, the examiner can schedule at least two time periods during which the above viewing is possible. If the individual concerned can prove that he or she was

prevented from attending one of the scheduled viewings due to circumstances beyond his or her control, he or she will be offered other possibilities, if possible within the period cited in clause 1.

Article 26 The follow-up discussion

1. During a period of 14 days beginning on the day after the announcement of the results, the candidate who has taken a written interim examination can request the relevant Examining Board or examiner for a follow-up discussion. The follow-up discussion takes place within a reasonable length of time at a location and time determined by the Examining Board/examiner.
2. If a collective follow-up discussion is organised by the Examining Board/examiner, the candidate can submit a request as defined in the previous clause if he/she is present at the collective discussion and explains the relevant request or when he/she had been absent at the collective discussion because of a valid reason.
3. The provisions in the previous clause are also applicable if the Examining Board or the examiner offers the candidate the opportunity to compare his or her examination results with model answers.
4. The Examining Board or examiner can deviate from the provisions in the first and second clauses of this Article if the candidate, within the term cited in clause 1, submits a request to this effect.

Article 27 Term of validity of interim examinations

Passed examinations remain valid for six years. As an exception to this provision, the Examining Board can extend the validity of obtained results that seems to lose validity.

Article 28 Evaluation of internships

An Internship is evaluated with a mark. Agreements about the internship should be made in an internship contract.

Section 4 Exemptions

Article 29 Exemption from interim examinations

1. At the written request of the student and after hearing from the relevant examiner, the Examining Board can grant exemptions from examinations.
2. Before an Examining Board deviates from the recommendation of the relevant examiner, the examiner will be given the opportunity to explain his or her standpoint.
3. The Examining Board can, at the request of the administration of the Education Institute, establish a collective exemption procedure.
4. The Examining Board is authorised to stipulate grounds for exemption in a supplement to these EER. The agreements between Wageningen University and universities abroad include a description of the knowledge or skills acquired outside Dutch higher education that can be used by the relevant Examining Board to grant exemptions. These grounds are included in the supplement referred to above.

Section 5 Rules concerning interim examinations and final examinations

Article 30 Taking the interim examination or final examination

1. Every interim examination comprises a test (to be given by the examiner or examiners) of the knowledge, insight and/ or skills of the candidate; it also includes the evaluation of the results of that test.
2. The decision about whether a student has met the conditions to be allowed to take an interim examination or participate in the final evaluation is made by the relevant examiner or Examining Board, respectively.

Article 31 The language in which the interim examination is taken

1. In principle, the language in which the course is taught is also the language in which the exams are given. If permitted by the examiner exam questions can be answered in a different language.
2. If the candidate requests that the final examination or interim examination be taken in a language other than English, the procedure in accordance with Article 14, clauses 4 - 6 of the EER MSc applies.

Article 32 The language in which a thesis should be written

In principle, the thesis should be written in English. In consultation with the examiner it is possible to write a thesis in a different language.

Article 33 Registration for courses, interim examinations, final examinations, decision to not take interim examination

The Examining Board had included rules about the registration (in a timely fashion) for courses, interim examinations and final examinations, about cancellation (in a timely fashion) of a registration and about the consequences of a registration and cancellation in a not timely fashion in the document: "Rules and regulations of the Examining Board". The student bears the responsibility of informing himself of these rules. Information about the dates of registration can be found at: <http://ssc.wur.nl>.

Article 34 Compulsory practical exercises and exemption from these exercises

1. practical exercises that are compulsory before the candidate is allowed to take certain interim examinations are listed in the Study Handbook.
2. The relevant Examining Board can grant an exemption from compulsory participation in practical exercises. This exemption can be granted on the basis of conscientious objection. In that case, the relevant Examining Board can decide that the practical exercise will be conducted in a different fashion, as indicated by the Board.
3. A request for exemption from compulsory participation in practical exercises including an explanation of the reasons for this request must be submitted by the candidate to the Examining Board at least two months before the practical exercise begins.
4. The term of two months, referred to in the third clause, does not apply to practical exercises scheduled during the first and second periods of the first year of enrolment in the Masters study programme. In this case, the request must take place before the practical exercise begins.

Article 35 Maintaining order during an interim examination

The Examining Board has included rules about the properly conducted interim examination in the document: "Rules and regulations of the Examining Board". The student bears the responsibility of informing himself of these rules.

Article 36 Fraud and misconduct

The Examining Board has included rules about fraud and misconduct, the procedure and sanctions in the document: "Rules and regulations of the Examining Board". The student bears the responsibility of informing himself of these rules.

Section 6 Study supervision

Article 37 Study progress and study advisers

The Executive Board is responsible for registering the study results in such a way that a list of the examination results can be provided for each student on the Internet.

The Executive Board is responsible for the study advisers of the students who are enrolled in the study programme, partly to benefit their orientation towards possible paths of study inside and outside the programme.

Section 7 Right of appeal

Article 38 Right of appeal

The candidate has the right to appeal within six weeks against his or her treatment while taking the interim examination or final evaluation and against decisions of the Examining Board or examiner to the Examination Appeals Board. See Student Charter > Legal Protection of students.

Chapter 5 Conclusion and provisions concerning changes and additions to these regulations

Article 39 Changes

1. Changes to these regulations are approved individually by the Executive Board.
2. No changes can be made that are applicable to the current academic year unless it can be reasonably determined that this does not damage the interests of the students.
3. Moreover, changes cannot be disadvantageous to students regarding the approval that is obtained pursuant to Articles 13 or 14 or any other decision that is made pursuant to these regulations by the Examining Board with respect to a student.

Article 40 Publication

1. The Executive Board is responsible for publishing these regulations in an appropriate fashion as well as the changes to these regulations.
2. Every interested party can obtain a copy of the documents referred to in clause 1 at the Student Service Centre.

Article 41 Date of enactment

1. These regulations go into effect on 1 September 2012.
2. These regulations were enacted by the Executive Board after taking into account the recommendations of the administration of the Education Institute and Programme committees and following the approval of the Student Council.

Supplement to the 2012/2013 Education and Examination Regulations for the Masters study programmes

Summary of admission requirements for the Wageningen MSc study programmes 2012/2013 in terms of Bachelors diplomas from WU and other institutions: refer to the 2012/2013 STUDY HANDBOOK.