

Course catalogue
Research Master in
Human Geography and Planning
2014-2015

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Utrecht, July 2014

Addresses and pigeon holes

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Pigeon Holes

The pigeon holes of the staff and personnel of the Department of Human Geography and Planning are on the 6th floor near room 635 of the Willem C. van Unnik building.

The pigeon holes of V.U.G.S. and EGEA, are on the 7th floor.

At the Student Information Desk of Geosciences you can deliver letters for the Board of Examiners.

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Preface by the Programme Director

Gradually, cities seem to become the 'natural' habitats of people and firms. In 1950, only 29% of people lived in cities. Today this counts for more than half of the world population and it is expected to reach 70% by 2050. In and between these cities complex and dynamic relationships between inhabitants, firms, visitors, transport and communication infrastructures and amenities are taking place. These interactions can lead to economic innovations, creativity and high quality of life which attract new firms and households looking for a new location or visitors who use urban facilities and (public) spaces. However, social and economic inequalities, tensions between lifestyles and communication and mobility problems may also arise and can reduce or change migration and mobility patterns. Due to differences in their position in globalised urban systems, their location in a developed or developing country and specific cultural, social, political and physical characteristics, urban areas worldwide are diverse and experience varying developments. In the Research Master's programme in Human Geography and Planning we will teach you to understand the reasons behind these diverse developments in the urbanised world, to translate up-to-date theoretical and methodological developments in human geography and planning into empirical research and to formulate effective policy recommendations to make cities more viable.



Part of the HGPM class of 2008

We have selected you and other highly qualified and motivated students to explore your own interests and to teach you the specialised knowledge and professional attitudes and skills you need to become first class researchers in academic and professional organisations in the field of human geography and planning. The international setting of the Master, combined with the small scale of the groups and the pleasant working atmosphere will contribute to this aim. After a day of hard working we hope you can also enjoy the pleasant social and cultural ambiance of Utrecht with your fellow students and other friends.

We hope this course catalogue will help you find the relevant information you need as student in the Master's programme easily. First a general description of the programme, the main points and some organisational matters are presented. This is followed by a description of all courses of the two year programme. Information about services, the Faculty, a list of staff members and the teaching and examination regulations is also included in the catalogue.

We wish you a wonderful, inspiring and pleasant Research Master's in Human Geography and Planning.

Dr. Andrea Morrison

Programme director of the Research Master's programme in Human Geography and Planning

General information

Human Geography and Planning: a Utrecht Research Master's programme

Since 2004 the Graduate School of Geosciences organizes the two-year research master's programme in Human Geography and Planning (HGPM). This programme is aimed at students who aim to improve their knowledge and skills in scientific research or issues relevant to the urbanized and urbanizing world.

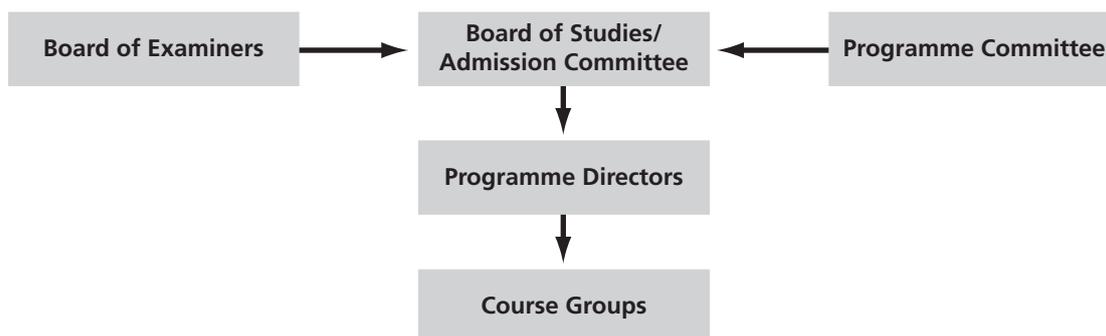
Selection and scholarships

The selection criteria for the Utrecht Research Master are stricter than those for our regular master programmes. Apart from academic qualifications, ambitions, skills and motivation are taken into consideration. Students that have been selected for a Utrecht Research Master's programme stand a better chance of receiving specific scholarships (see below).

Career perspective

Students that have successfully completed the Utrecht Research Master's programme in Human Geography and Planning stand a good chance of acquiring a PhD position either in the Netherlands or abroad. Furthermore, the programme offers excellent career opportunities for senior research functions in professional organisations.

Responsibility for the Masters programme



Organisation chart of Master Programmes in the Graduate School of Geosciences

Board of Studies/Board of Admissions

Within the Utrecht Graduate Division (UGD) the Research Masters programme Human Geography and Planning (HGPM) is part of the Graduate School of Geosciences, to which all research masters and PhD-students of the Faculty of Geosciences belong. The School supervises the quality of the programme and the admission of its students. Chairman of its Board of Studies is the dean of the Faculty, prof. dr. Ronald van Kempen; the Board's secretary is mr. Diederik Gussekloo (see for contact information section Administrative staff). The Board of Studies is also the Board of Admissions.

Programme Committee

This is a joint committee of elected students and lecturers appointed by the dean to advise on the rules on teaching and examination and its implementation and about other matters concerning the programmes of study. Its secretary is mr. Diederik Gussekloo (see for contact information section Administrative staff).

Board of Examiners

The Board of Examiners is responsible for the examination of students. The Board of Examiners will determine the examination results as soon as the student has submitted sufficient proof of the tests taken. This Board also decides about deviations (e.g. exemptions) in the programme and the approval of electives (see appendix Teaching

and examination regulations. Its secretary is mr. Diederik Gussekloo; requests about exemptions or electives can be addressed to the secretary of the Boards' chamber Human Geography and Planning, Ms Erika van Middelkoop (see for contact information section Administrative staff).

When disagreement arises about a decision of the Board of Examiners, appeals can be made to the Examinations Appeal Board. See for more information article 5.13 of the Teaching and Examination Regulations (appendix).

Programme director

The programme director of HGPM executes tasks with the support of the research director of the Urban and Regional research institute URU. The main tasks of the programme director include the overall management of the programme, the administration and the financial management. Given the limited number of students, the programme director also acts as student advisor.

Course groups

The course groups consist of lecturers; they are responsible for the design, implementation and monitoring of individual courses. Each course group has a coordinator who consults the lecturers participating in the course before, during and after the course.

Admission to the Masters programme

Prerequisites

Admission to the programme is selective, based on an assessment of study results and personal competence and motivation. Selective admission is necessary to ensure that the students are capable of completing the master's programme within two years. Admission to the research masters requires one of the following:

- A bachelor's degree in human geography and/or urban and regional planning
- A bachelor's degree in another spatial, social or economic science discipline with at least a minor of 30 ECTS in human geography and/or urban and regional planning; this requirement includes students from the University College of Utrecht University
- An academic masters degree in a human geography or planning specialization
- An academic masters degree in another social or economic science field with a substantial amount of 'spatial' and 'research' content
- A foreign degree comparable to the Dutch degrees indicated above.

In addition to these prerequisites the student's qualifications should meet the following requirements:

- The applicant must be able to show good academic results in previous studies. Applicants must be able to demonstrate that they belong to the top of their programme.
- The applicant must have completed previous studies with a grade point average (GPA) of at least 3.0 (on a scale of 1-4) or at least 7.0 under the Dutch system. The foreign equivalents are A-/B+ (USA/Canada) or B/B- (UK)(see Annex 5 for a conversion table). The previous years almost three quarters of the student population had an average grade in their bachelors programme of 7.5 or higher.
- Knowledge of and experience with basic methods and techniques in geographic or social-science research.
- Positive motivation and dedication to undertake the master's programme.
- Good command of and practical experience in using the English language. All HGPM courses are taught in English. The holder of a Bachelor's degree gained at a university in The Netherlands meets the English language requirements for admission. Other students who are non-native English speakers and who have not taken at least two years of English language courses are required to provide proof of their English proficiency. Accepted English language test are the following:
 - IELTS (International English Language Testing System). The minimum IELTS score required is an Overall Band Score of 6.5 and no less than 6.0 in the writing section.
 - TOEFL (Test of English as a Foreign Language). The minimum required TOEFL score is 237 (computer-based); 580 (paper-based); 93 (internet-based).

- Cambridge EFL (English as a Foreign Language) Examinations, presenting one of the following certificates:
 - Cambridge certificate in Advanced English: minimum score B;
 - Cambridge certificate of Proficiency in English: minimum score C.

Admission procedure

The decision for admission is based on:

- the applicant's curriculum vitae
- a well-argued (written) application
- proof of compliance with the requirements regarding preceding education (see above)
- letters of recommendation from the student's professors
- submission of research output produced so far by the applicant
- proficiency in English (see above)
- if considered necessary, an interview with the applicant in which attitude, motivation, orientation, and research ideas will be assessed

For international students, the Admissions Office of Utrecht University checks, with the help of the knowledge and experience of the NUFFIC (Netherlands Organization for International Cooperation in Higher Education), the certified copies of diplomas, course records, English tests, motivation letter, recommendation letter, and financial status of the student and gives advice to the Board of Admissions of the Faculty of Geosciences. Thereafter, the files of the students are sent to the programme director who assesses the applications in consultation with colleague professors. The programme director's advice is sent to the Admissions Committee of the Board of Studies, which takes the final decision. The applicant will receive written notification of acceptance or non-acceptance for the masters programme HGPM. The decision letter will call attention to the possibility of appeal to the Examinations Appeal Board.

The Admissions Committee of the Graduate School of Geosciences may require those applicants who do not meet the admission requirements to complete a package of courses to a maximum of 60 ECTS, to be taught by Utrecht University and tailored to the Master's programme concerned, in order to remove background deficiencies. These are often related to Geo-Information Science or statistical analyses.

Scholarships for (excellent) foreign students

Excellent non-Dutch students can apply for the Geosciences scholarship. Please find more information on the website of the faculty (studying > information for students > master's programmes> practical matters > financial matters > grants and scholarships).

The website of Netherlands organizations for international cooperation in higher education 'Nuffic' (<http://www.nuffic.nl>) provides information about other scholarships. Foreign students can use the grantfinder (<http://www.grantfinder.nl>) to find out if their specific profile fits the criteria for a scholarship.

Relation with other Masters programmes

Within the Department of Human Geography and Planning of the Faculty of Geosciences several other (academic) Master's programmes are offered. These are Urban Geography, International Development Studies (both taught in English), 'Geo-communicatie', 'Economische Geografie' and 'Planologie' (taught in Dutch). The one-year academic Master's programmes offer an education for 'scientific professionals'. They include an elaboration of major sub disciplines and corresponding application fields of human geography and spatial planning, management and policy tools and a policy/design oriented thesis.

In some of the elective courses, students will do coursework together with students in the academic Master's programmes. All other courses within the research Master's programme are specifically designed for the students enrolled in this programme.

In contrast to students of the academic Masters programmes offered by the Faculty, students participating in the Research Master in Human Geography and Planning are offered additional courses to:

1. critically assess theoretical developments within human geography and urban and regional planning and to translate these theories into empirical research;
2. master a broad range of quantitative and qualitative advanced methods and techniques;
3. develop highly skilled academic competences in academic writing in English, presentation, research design and writing journal publications;
4. experience academic contexts abroad.

It is possible to follow an elective course at another Faculty of Utrecht University (or even at another University). Students should submit a formal request to the programme director (it is advisable to contact the programme director about the possibilities). The alternative course should be on a sufficient level.

Academic context

The academic contexts at various organisational levels offer a fertile environment for the education of the next generation of world-class researchers. Excellent senior researchers, PhD students and young post-docs create an inspiring research environment which will challenge research master students in Human Geography and Planning to excel.

Utrecht University

This university enjoys an excellent reputation as a first-class research university, a reputation which is reflected in its consistently high position in international league tables. Utrecht University is member of the League of European Research Universities (LERU: www.leru.org), the World Universities Network (WUN: www.wun.ac.uk), the Oxford Network and the Utrecht Network (www.utrecht-network.org). As a leading European research university, Utrecht University aims to:

- Educate young people
- Train new generations of researchers
- Equip graduates with specialist knowledge and professional attitudes and skills
- Conduct ground-breaking research
- Address public issues



Professor Ron Boschma delivers his oration at the Academieggebouw of Utrecht University

Faculty of Geosciences

The Faculty of Geosciences hosts the national research school NETHUR, the Netherlands Graduate School of Housing and Urban Research. NETHUR's other participants are research institutes of the University of Amsterdam, University of Groningen, University of Nijmegen, and Delft University of Technology. It is possible for students to take one of the elective courses at another NETHUR institute. The current academic Masters programmes of the Faculty of Geosciences, as well as several of its research Masters programmes, have already been running for many years, with an honours track that is highly acclaimed. Each year they accommodate 50-60 European exchange students. The Faculty of Geosciences in Utrecht offers excellent research resources and facilities (dedicated library collections, (carto)graphic laboratory, fieldwork expertise, general and geo-information computing labs, computing support unit).

The Urban and Regional research centre Utrecht

The Urban and Regional research centre Utrecht (URU) is the research institute of the Department of Human Geography and Planning. URU aims to contribute to a deeper understanding of urban and regional change on the one hand, and of the spatiotemporal behaviour of individuals, households, and firms in various geographical contexts on the other. The relationship between the changing spatial configurations of land use and the spatiotemporal behaviour of actors and the ways in which this relationship is managed form the umbrella of the URU research programme.

URU is a major interdisciplinary research institute that includes a full range of disciplines in the field of Human Geography and Planning:

1. Urban Geography: Dynamics and Fragmentation in Urban Society
2. Economic Geography: Economic Evolution in Space
3. International Development Studies: Translocal Development in the Global South, Migration, Multi-local livelihood and Displacement
4. Spatial Planning: Sustainable Governance for Urban and Regional Planning

The leaders of the four URU research programmes all have a major input in the development and teaching of the core courses of the research master programme. The tenured staff members are highly qualified and very experienced researchers, with impressive publication lists. They are also heavily engaged in the supervision of young researchers (PhDs, junior researchers, and research assistants).

All professors and lecturers are members of active and productive research groups with an outstanding international orientation and reputation. These groups have been successful in the acquisition of substantial funding from distinguished organizations such as BSIK/ICES-KIS, NWO (Dutch Scientific Council), the European Science Foundation, and the 5th, 6th and 7th Framework Programme of the EU. The groups are embedded in several international scientific networks, such as DIME (Dynamics of Institutions and Markets in Europe), ERSA (European Regional Science Association), IGU (International Geographical Union), IRSA (International Regional Studies Association), ISS (International Schumpeter Society), and TRB (Transportation Research Board).

In all programmes, collaboration with researchers outside the programmes (nationally, but also internationally) is intense for a large and still growing number of individual researchers. This is not only the case for the tenured staff, but also for PhD-researchers. Within URU the publication of results of PhD-projects in international journals is strongly supported. Increasingly, PhD-theses are based on published and forthcoming articles in international journals. This approach gives the PhD-researchers a better career perspective if they want to pursue an academic career.



Professors of the Faculty of Geosciences listen attentively to the PhD-defence of a researcher at the Urban and Regional research centre Utrecht.

Contact and communication between researchers is fostered by organizing:

- The annual URU days: at these meeting all URU researchers get together for two days to discuss the progress of the research programmes, specific projects, and strategic issues, such as possible new directions of research. These meetings provide the opportunity to remain up-to-date with the achievements and ideas of staff members in an expanding research institute.
- The 'BroodjeOnderzoek' (Lunchbox Research) Meetings, usually held once a month: during the lunch break one of the (usually senior) URU researchers or a researcher from another (national or international) institute gives a presentation, which is followed by intensive discussion with staff and students. About 25-35 researchers and students attend these meetings.
- Smaller research meetings at programme level: researchers come together on a regular basis to discuss research results in the form of draft papers or chapters for a book or PhD dissertation. These discussions are much appreciated, especially by the younger segment of the staff (PhD researchers) and students.

Students from the research masters programme receive invitations for each of the above mentioned events.

Course registration, rules and quality management

The academic year is divided into four terms. In every term, a student may follow two courses in tandem, each course accounting for 7.5 ECTS (European Credit Transfer System, accounting for approximately 210 hours). The courses have been scheduled in a manner (in different time-slots in the week) that allows students to follow the courses in tandem. Participation in all courses is dependent on registration which should be done online via Osiris Student (see section Services), with the exception of the first term of the degree programme in which registration is automatic. Failure to register on time for a course means that a student is not entitled to take that course.

Time-slots

Each course is placed in a time-slot. All meetings of a course are scheduled within that slot. The time-slots are:

- A: Monday morning, Wednesday morning
- B: Tuesday morning, Thursday afternoon
- C: Monday afternoon, Thursday morning
- D: Wednesday afternoon, Friday entire day

Academic terms

Lectures and tutorials are carried out in two semesters. Each semester comprises two terms, each of which covers nine or ten weeks. The following is the schedule planned for the academic year 2014-2015:

Term	Data	Remarks
1	1 September 2014 t/m 31 October 2014	
2	10 November 2014 t/m 23 January 2015	week 52 en week 1 holiday
3	2 February 2015 t/m 3 April 2015	
4	20 April 2015 t/m 26 June 2015	

Registration for the courses

1. Students are required to register for the courses. Students are expected to participate in the courses as laid out in the course requirements and to attend the first session.
2. A student who registers for a course but later decides to drop it is required to de-register. This is allowed in the first two weeks after a course commences, but preferably earlier in deference to other students who want to take the said course. If de-registration is not done on time, the student will be given an unsatisfactory grade for that particular course.
3. An one-time registration is required for a thesis and/or internship. This may be done throughout the year.
4. Students should register for courses via Osiris Student (see section Services) during the stipulated registration period.

Term	Registration dates	Post-registration
1	2 June t/m 29 June 2014	18 en 19 August 2014
2	15 September t/m 28 September 2014	27 en 28 October 2014
3	3 November t/m 30 November 2014	19 en 20 January 2015
4	26 January t/m 22 February 2015	7 en 8 April 2015

5. A lecturer has no say over matters of registration or deregistration.
6. Students will be informed by the Student Information Desk of Geosciences about placement in the respective courses two weeks after the closing date of registration.
7. You can register for only two courses in a term (master courses thesis and internship excluded). If you want to participate in a third course you have to ask permission at the Board of Examination. Ask this permission before the registration period of that course starts. This board will look at particular personal circumstances and will look at your results so far.
8. Students who do not perform according to set expectations or who put little effort in a course will be given an unsatisfactory grade.

Didactic aspects and mutual expectations

The following principles are applied:

- activating education
- individual supervision
- lectures for larger student audiences
- student's obligation to participate actively
- multiple assessment in every course

These points are further elaborated.

Activating education

The most important didactic characteristic of the research masters HGPM is the intensive interaction between staff and students brought about by teaching in relatively small settings. This approach depends to a large extent on the students' ability to activate their learning process through carrying out individual and group assignments and exercises, participation in debates, discussing each other's work, presenting their own work, and the application of the methodology taught through practical work. Active education is matched by active support from lecturers, instructions, manuals, and feedback about student performance. This approach helps students acquire the general skills and develop an independent problem-solving and critical ability.



Students discuss their work and progress as academics with Professor Hans van Ginkel, former Rector Magnificus of Utrecht University and the United Nations University in Tokyo.

Individual supervision

The master's thesis, writing a scientific article and the research proposal are individual courses for which students have one and sometimes two supervisors. Usually students meet their supervisors face-to-face every two weeks, but only rarely when they are taking a course or carrying out fieldwork abroad.

Lectures for larger student audiences

It is common practice that professional master's students join elective courses and the advanced method courses. In these courses the group size is 40 students at the most. In these courses, lectures are focused on main issues that are subsequently discussed further in small seminars. Research master's students discuss the subjects of these courses in separate seminars (with an average total of 15 students); they are required to read additional literature or complete additional assignments.

Students' obligation to participate actively

The Department strives to offer an inspiring and highly conducive study environment for the students. The Department is committed to realize the maximum acquisition of knowledge together with its students. All lecturers and support staff share a similar philosophy that if students are fully committed to their studies individual courses can be successfully completed. The Department applies the following rules to ensure that students observe their obligations:

- The course catalogue clearly spells out the various activities for which students are obliged to attend.
- The rule is that students must attend compulsory sessions; attendance is taken.
- Students whose attendance in the compulsory sessions is less than 75% have no right to complete the course, irrespective of the reasons for their absence.
- Students who do not attend the non-compulsory sessions are responsible for finding out from their fellow-students what was covered and arrangements that were made during those meetings. "I don't know, because I wasn't there" is not an excuse.
- Handing in an assignment after the due date may result in a lower grade.
- It is a serious matter if a student is absent from an assessment. There is no automatic right to do a re-sit or repeat exam. It is up to the lecturer to decide whether circumstances justify a second chance.
- Cheating and plagiarism are not tolerated. These include submitting work that has been done by someone else, copying from sources without due acknowledgement and so on. A lecturer must report instances of cheating and plagiarism to the Examination Committee which can impose severe penalties.

Multiple assessments in every course

There are multiple assessments in every course. A student's final grade for a course does not only depend on the final examination which often is a written exam. There are other tests and assessments (and sometimes the opportunity to do a repeat) during a course.

Grades and results

Unsuccessful/successful result and effort

Upon receiving a result that is not satisfactory, it will in some cases be possible to repair a final grade of at least 4.00. The conditions and rules are explained in article 5.4 of the Teaching and Examination Regulations (see appendix).

Grades in international perspective

Often we receive questions of students concerning the comparison between the grades we give in the Research Master and the grades given in the student's home country. Unfortunately we cannot compare all existing grading systems in all countries of origins of our students. However, Nuffic, the Netherlands organisation for international cooperation in higher education, has carried out a study in which they have tried to compare the grades given in the USA, Canada and the United Kingdom with the Dutch grading system. Their results show that due to large differences in grading between universities and instructors in different countries a closely reasoned comparison is not possible. Nevertheless a preliminary indication of a comparison of grades in the mentioned countries is presented in a table (see below). This table is based on a comparison between countries of frequency distribution of percentages of grades per country. The figures in this table summarize the grades for secondary and higher education.

Table: Advice for comparison or conversion of grades in the USA, Canada, the United Kingdom and the Netherlands.

The Netherlands	USA/Canada	UK (marks)	UK (grades)
10	no equivalent (A++)	96% – 100%	no equivalent (A++)
9.5	no equivalent (A++)	90% – 95%	no equivalent (A++)
9	A+	80% – 89%	A+
8.5	A+	70% – 79%	A+
8	A/A-	60% – 69%	A/A-
7.5	A/A-	54% – 59%	B+/B-
7	A-/B+	50% – 53%	B/B-
6.5	B+/B	45% – 49%	C+
6	B/B-/C	40% – 44%	C/D
5.5	D	35% – 39%	Pass
5	F	30% – 34%	F
4	F	25% – 29%	F
3	F	20% – 24%	F
2	F	10% – 19%	F
1	F	0% – 9%	F

Note: Since A++ is not an existing grade in the mentioned countries; it is just an imaginary grade

Lectures and seminars

There are some general rules for the lectures:

- A lecture mostly takes two sessions of 45 minutes with a break of 15 minutes;
- A seminar mostly takes three sessions of 45 minutes with two breaks of 15 minutes each;
- The morning sessions start at the full hour (e.g. at 9:00 or 11:00);
- The afternoon sessions start at a quarter past the full hour (e.g. at 13:15 or 15:15);
- Be in time. If not, be very silent in entering the room (If possible take the back door of the room);
- Listen carefully, do not make noise, make notes, the material presented could be part of the test;
- Ensure your mobile phone is off or in silent mode;
- Do not eat during the sessions;
- During a test you must be able to show your student card;
- The first lecture of a course is always compulsory.

Fraud and plagiarism

Fraud and plagiarism will be strongly punished. Make your own work; do not use the work of other people in an illegal way; do not copy from Internet without mentioning the source; do not use long citations, but analyze in your own words, etc. Consult for more details art. 5.12 of the Teaching and Examination Regulations (see appendix).

Internal Quality Assurance

Evaluation of output

The goal of the system for internal quality assistance is to ensure that the HGPM programme is designed and implemented in accordance with external and internal expectations and that the intended high quality of the programme is achieved, maintained and safeguarded for the future. To ensure the attainment of this goal a range of different evaluations is performed on a regular basis.

Within this system, the Board of Studies of the Graduate School of Geosciences supervises the quality of the programme and the admission of its students. The Programme Committee is a joint committee of elected students and lecturers appointed by the Dean to advise on the rules on teaching and examination and their implementation and about other matters concerning concerning the programmes of study. The programme director takes care of the evaluation of the results on the semester and programme level. The course coordinators evaluate the courses for which they are responsible. The programme director discusses the results of the individual courses with the course coordinators. The course coordinators and programme director report the results to the programme committee.

The internal quality system can be characterized at three levels:

- Course
- Semester
- Programme

Course level

The formal procedure at course level runs as follows. An evaluation takes place at the closure of each course. The course coordinator conducts the evaluation with the help of a digital evaluation system, based on a standardized format drawn up by the Programme Committee. The questions posed concern the:

- Quality and level of contents of the course (including topicality, scientific quality, lectures and reader)
- Degree to which educational targets have been achieved
- Feasibility for students to achieve good results
- Appeal to students
- Place of the course in the whole programme

The course coordinator discusses the results with the course team and forwards them to the programme director and the Programme Committee. Wherever necessary, the course coordinator takes steps to change and improve parts of the course for the following year. To ensure their continuing involvement, the evaluation results are made public to the students.

The master's thesis and the article and proposal course have their own quality assurance system, although the results follow a procedure similar to that described in Figure 6.1. The evaluation of these individual courses is conducted in an exit conversation between individual students and the programme director. The relevant results of these conversations are conveyed to the Programme Committee.

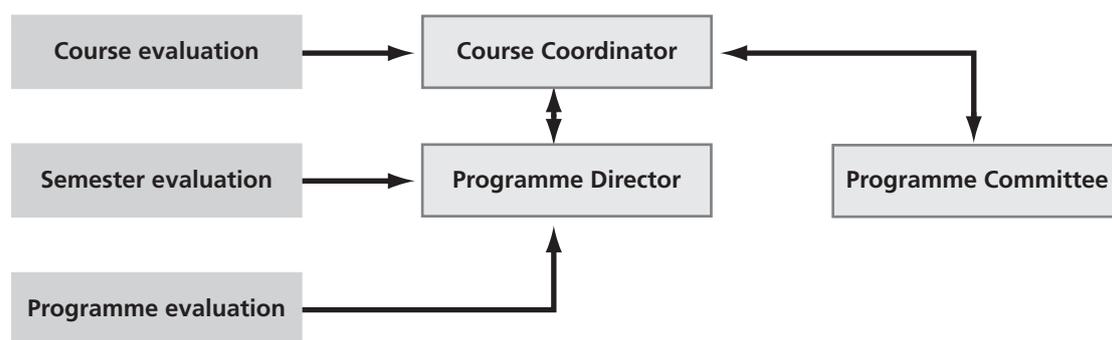
Semester and programme level

Twice in the first year, all students in this part of the programme are invited for a meeting with the programme director to evaluate the part of the programme in which they have participated (content, facilities, supervision and so forth) and to discuss possible improvements. Furthermore, a final evaluation is offered at the end of the second year. The results of these meetings are reported. Once a year an overall HGPM staff meeting is organized by the programme director to exchange and communicate information and experiences between individual staff members. These meetings have proven to be very valuable.

Programme Research Master in Human Geography and Planning

Objectives of the Masters programme

The aim of the programme is to provide students with a thorough empirical, theoretical and methodological basis for human geographical and planning research. As a result of the EU Bologna agreement an international group of experts has developed qualitative descriptions of Bachelor and Master education. The so-called Dublin-descriptors are adopted by the Dutch-Flemish Accreditation Organisation (NVAO) for the evaluation of higher education programmes. The criteria are adopted for this master's programme.



Graduates will be able:

- to present a scholarly analysis of the issues, controversies and theories in the field of human geography and planning [Dublin 1];
- to translate theories in the field of human geography and planning into empirical research and to elaborate and test new hypotheses [Dublin 1];
- to test explanations and interpretations on the basis of different kinds of data sets, such as surveys, administrative data and cartographic data, with the help of relevant advanced methods and techniques [Dublin 1];
- to present research results in English orally and in written form clearly and up to high standards [Dublin 4];
- to be aware of academic ethics, specifically with respect to research [Dublin 3];
- to judge critically, individually and/or in a group setting the scientific aspects of research proposals, publications and oral presentations [Dublin 4];
- to recognize up-to-date developments (theoretical and methodological) in the scientific environment of human geography and planning [Dublin 2];
- to translate their research results in the formulation of policy recommendations [Dublin 2];
- to use the results of the whole course, and specifically the Master's thesis, for writing a scientific article and a PhD research proposal [Dublin 4].
- to master new subjects and cultivate greater critical awareness about the acquired knowledge and the relevance of scientific knowledge for society [Dublin 5].

These degree qualifications of the HGPM programme are in line with the national reference framework of research masters graduates in Human Geography, Spatial Planning, Demography, Regional Studies or International Development Studies.

Graduates from this Master's programme will have an excellent basis for completing any state-of-the-art PhD education in the field of human geography and urban and regional planning. The programme ties in particularly well with the three-year PhD programme of the institutes that are part of the Netherlands Graduate School of Housing and Urban Research NETHUR. Graduates of the Masters programme generally do not have to take any additional courses for their

PhD. This means that those students who wish to complete a PhD thesis can, in most cases, do so within a period of three years.

Graduates of the Masters programme will also be able to qualify for senior research functions within professional organisations, such as ministries, regional and local bodies and private research companies. After finishing the research Masters programme, the graduates will be able to do a complete scientific research within the fields of human geography and spatial planning. This means that they will also be able to assess research and to evaluate research results. These aspects of research are all important tools for a professional research career.

Summary of the Masters programme

The Research Master's programme Human Geography and Planning (HGPM) offers a two-year training, starting in September of each academic year. The first year of HGPM comprises eight courses (60 ECTS):

- One course (7.5 ECTS) focusing on research frontiers in human geography and urban and regional planning;
- One course (7.5 ECTS) focusing on academic skills in philosophy, ethics, academic writing and presentation in English;
- One course (7.5 ECTS) focusing on writing an article for a peer reviewed scientific journal;
- Two courses (7.5 ECTS each) focusing on advanced and specialized research methods and techniques that are relevant for research in human geography and planning;
- Two elective courses (7.5 ECTS each) focusing on theoretical specialization within sub-disciplines of human geography and planning;
- One course (7.5 ECTS) on writing a research proposal for the Master's thesis.

The second year of the programme (60 ECTS) is made up of:

- A study period abroad;
- A Master's thesis research project (37.5 ECTS);
- One course (15 ECTS) in which the Master's thesis will be aimed at writing:
 1. a scientific paper, suitable for publication in a peer reviewed scientific journal;
 2. a PhD research proposal.
- One course (7.5 ECTS) focusing on the orientation on an academic or professional career and reflection on personal development.

All courses, including the Master's thesis research project, will be taught by qualified researchers/lecturers of the Urban and Regional research centre Utrecht (URU) (see section Lecturers).

Familiarizing sessions

In the first term of the first year, a number of familiarizing sessions is organized. The objectives of these sessions are:

- To help students develop individual, coherent programmes that best match their experience, interests and ambitions. Another reason for organizing these meetings is to reduce the number of dropouts at the start of the programme. By stimulating interaction between students and staff and by familiarizing students with interesting scientific and societal issues we aim to reduce the premature loss of students.
- To discuss students' disciplinary and educational backgrounds and their motivations and ambitions concerning the research master. These discussions concentrate on the major importance of the master's thesis and appropriate elective courses or issues for assignments in other courses. The objectives, our partner institutes and practical issues concerning the study period abroad are also discussed.

In these sessions students also get to know each other, meet older generations of research masters students, and become familiar with the city in which they live. Many students do not know each other and the city of Utrecht, so

the Dutch students organize a city excursion for the foreigners. The assignments and activities in these familiarizing sessions are designed to stimulate the interaction and cohesion in the group that contribute to harmony and pleasure in studying in the HGPM programme.



Familiarizing session: city development in Utrecht

Course schedule

All courses are compulsory unless stated otherwise.

		TRACK 1	TRACK 2
RST YEAR	Term I	Advanced methods and techniques I 7.5 ECTS	One out of three elective courses: Development theories 7.5 ECTS Advanced urban geography 7.5 ECTS Beyond Planning Theory 7.5 ECTS
	Term II	Research frontiers 7.5 ECTS	One out of four elective courses: Urban daily life* 7.5 ECTS Living in the city* 7.5 ECTS Ruimtelijk Economisch Beleid in Europa** 7.5 ECTS Development practices*** 7.5 ECTS
	Term III	Academic competences I 7.5 ECTS	Writing for scientific publication 7.5 ECTS
	Term IV	Advanced methods and techniques II 7.5 ECTS	Masters Thesis developing a thesis design 7.5 ECTS
	Term I Term II Term III	Masters Thesis Continuation, mid-term and final assessment 37.5 ECTS	Study Period Abroad
SECOND YEAR		Scientific publication **** Based on masters thesis report 7.5 ECTS	
	Term IV	Academic Competences II 7.5 ECTS	Scientific research proposal Based on masters thesis 7.5 ECTS

* Only open to students who have participated in Advanced Urban Geography.

** This course is imparted only in Dutch.

*** Only open to students who have participated in Development Theories

**** This course starts halfway the third term in the second year, spread over both tracks (3.75 credits + 3.75 credits). In the fourth term, the course proceeds on one track (7.5 credits) concurrently with Academic Competences II.

In the Osiris course list you will find:

Course code	Title	Credits	Term	Timeslot
GEO4-3030	Advanced Methods and Techniques I	7.5	I	D
GEO4-3306	Advanced Urban Geography	7.5	I	A
GEO4-3115	Beyond Planning Theory	7.5	I	B
GEO4-3505	Development Theories	7.5	I	C
GEO4-3604	Research Frontiers	7.5	II	B
GEO4-3315	Living in the City	7.5	II	C
GEO4-3314	Urban Daily Life	7.5	II	A
GEO4-3615	Development Practices	5.0*	II	C
GEO4-3210	Ruimtelijk Economisch Beleid in Europa	7.5	II	A
GEO4-3601	AcademicCompetences I	7.5	III	B
GEO4-3627	WritingforScientificPublication	7.5	III	A
GEO4-3620	Advanced Methods and Techniques II	7.5	IV	C
GEO4-3631	Masters thesis: developing a design	7.5	IV	A
GEO4-3623	Masters Thesis	37.5	IV, I-III	
GEO4-3630	ScientificPublication	7.5	III	B
GEO4-3625	AcademicCompetences II	7.5	IV	D
GEO4-3624	Scientific Research Proposal	7.5	IV	B

* Research master students have to do an additional assignment to get 7.5 ECTS for this course.

Academic Competences I

Term/Timeslot: 3C**Code: GEO4-3601****Credits: 7.5 ECTS****Level: M**

Coördinator:

Dr. A. Morrison (tel. 253 1368) (a.morrison@uu.nl)

Lecturer(s):Marieke de Boer, Training & Coaching (presentation scientific results)
Aleth Bolt, Taalcentrum VU (academic writing in English)
dr. Ben de Pater**Course objectives:**

On completing the course, students will:

- be able to discuss, compare and evaluate knowledge of theoretical, historical, methodological and philosophical foundations of the social sciences (Human Geography and Planning included)
- know the basic principles and skills of scientific writing in English;
- know how to make a good and effective presentation of scientific results.

Content:

In this course three competences are central:

- Discussing theory, history, methods and philosophical foundations of the social sciences.
- Scientific English writing skills;
- Presentation of research findings;

Several seminars will be organised to train these competences.

The first goal of the course is to provide students with in-depth knowledge of the theoretical, methodological and philosophical foundations of the social sciences and contemporary human geography and planning. The student will participate in a series of tutorials and presentations. The focus of these activities is the textbook *Social Science in Question*.

The programme of the Research Master is in English, which means that papers and the Masters thesis have to be written in English as well. Moreover, many research activities and publications within human geography and urban and regional planning are in English. Being able to (critically) read these articles is one thing, but writing a sound academic text in English is quite another. The seminars on writing will help students to bring their linguistic skills up to standard and improve their ability in argumentation.

Presentation of research findings is one of the basic competences of a good researcher. Not only is proper conduct of research essential, presenting it for different kinds of public is of equal importance. In the course attention will be paid to the presentation of scientific results and how personal characteristics of the researcher may improve the presentation.

Type of education:

Lectures and seminars

Assessment:

Final version of research proposal (40%); assignments academic writing (40%); presentation (20%).

Literature:

Will be announced in the study guide to the course

Entry requirements:Letter of acceptance to the Prestige Master in Human Geography and Planning

Academic Competences II

Term/Timeslot: 4D**Code: GEO4-3625****Credits: 7.5 ECTS****Level: M**

Coordinator: dr. Andrea Morrison (tel. 253 1368) (a.morrison@uu.nl)**Lecturer(s):** prof. dr. Hans van Ginkel
prof. dr. Peter Groenewegen
dr. Ben de Pater
ir. Allard Visser (DTV consultants)**Course objectives:** After having followed this course, the students are able:

- to understand the scientific and societal relevance of research;
- to apply interpersonal and advisory skills in discussions with potential clients from the professional field;
- to define and plan projects within larger research programmes, to create support for new proposals, heterodox research (out-of-the-box thinking) and to know how to function as an individual researcher in research networks;
- to reflect on their theoretical, methodological and philosophical choices they have made in their master thesis;
- To write a self-evaluation of their personal development during their research master's programme.

Content: The transfer of knowledge from science to society, also called valorisation, is very important. This issue will be addressed in three ways:

1. By exploring and discussing the relationships between social problems and research with an emphasis on conditions that favour the utilisation of social science research in policy making.
2. By developing social communication and process consulting skills. In a series of seminars students will be trained in these skills in interaction with each other, a consultant and potential clients.
3. By defining and planning projects within larger research programmes and research networks.

Another objective of the course is focused on a reflection of the students on theoretical, methodological and philosophical choices they have made in their master thesis. This reflection will be based on the course Academic Competences I in which they have studied the foundations of the social sciences and contemporary human geography and planning. The student will participate in a series of tutorials and presentations.

The last part of the course will consist also of a self-reflection on the students' goals and progress in the Research Masters programme. This paper of approximately 1,000 words will be submitted by e-mail to dr. Andrea Morrison (a.morrison@uu.nl).

Type of education: Tutorials**Assessment:** Reports Skills in the Professional Field (70%); Presentation Philosophy and Social Sciences (30%)**Literature:** Will be announced in course manual**Entry requirements:** Letter of acceptance to the Research Master in Human Geography and Planning

Advanced Methods and Techniques I

Term/Timeslot: 3D**Code: GEO4-3030****Credits: 7.5 ECTS****Level: M**

Coördinator: Dr. Gideon Bolt (tel. 253 4436) (G.S.Bolt@uu.nl)**Lecturer(s)** dr. Dick Ettema
dr. Gideon Bolt**Course objectives:** The main goals to achieve are:

- To get acquainted with methods, techniques, and methodologies frequently used in empirical and/or planning- and policy oriented research in spatial sciences;
- To practice aforementioned methods, techniques, and methodologies in a controlled learning environment;
- To reflect critically upon spatial research methods, techniques, and methodologies as applied frequently in practice.

Content: The aim of the course is to provide students with an overview of the advanced methods and techniques that have been developed and applied in fundamental and strategic research in the main fields of human geography and planning.
The emphasis is on the groups of quantitative and qualitative analytical methods and techniques and their application in current, internationally published scientific research. More in particular, attention will be focused within the group of quantitative methods on statistical methods (advanced multivariate statistics, log linear models and logistic regression). Within the group of qualitative methods attention will be focused on methods and techniques like interviewing/web-surveying, focus groups, document/textual/content analysis, observation and participation, Computer Assisted Qualitative Data Analysis, etcetera.
Students should be able to understand the basic operation of different approaches and to critically assess the correct use and validity of these methods for specific research themes, goals and designs.**Type of education:** Computer practicals and lectures**Assessment:** Two written exams (30% each); papers and assignments (40%)**Literature:** Will be announced in the study guide to the course**Entry requirements:** Letter of acceptance to the Research Master in Human Geography and Planning

Advanced Methods and Techniques II

Period/Timeslot: 4C**Code: GEO4-3620****Credits: 7.5 ECTS****Level: M**

Coördinator: Dr. A. Morrison (tel. 253 1368) (a.morrison@uu.nl)**Lecturer(s):** Dr. Dick Ettema
Dr. Marco Helbich
Dr. Ilse van Liempt
Dr. Andrea Morrison**Course objectives:** After following the course, students should have attained one of the following objectives (depending on the elective):

- Have an extended knowledge of theoretical backgrounds, implementation issues and analytical aspects of various research methods
- Be able to apply these methods to answer concrete research questions
- Be able to reflect on the pros and cons of these research methods and select an appropriate research method for a specific research question

Content: This course aims to make students familiar with a variety of research methods following up on the Advanced Methods and Techniques I course. The research methods included in this course are in line with the philosophy of the research master programme to integrate with the research being carried out in the URU research school of the Department of Human Geography and Planning. Research in URU increasingly focuses on analysing flows (of people, goods, money, knowledge) in networks, rather than focusing exclusively on places as static entities. Accordingly, this course introduces a variety of techniques that can be applied to study flows in various extents and level of detail and on different temporal and spatial scales. In order to provide a base for comparison between methods, the methods will be applied to questions and data concerning the influence of the built environment on physical activity. The techniques introduced in this course include:

1. Analysis of quantitative spatial data using spatial and multi-level regression models;
2. Recording of movement using GPS logging;
3. Analysis of GPS recording using GIS;
4. Interpretation of physical activity patterns using focus groups
5. Social network analysis

The various techniques are all applied to a common topic: the relationship between the built environment and physical activity. This allows students to compare methodologies and learn what type of research questions can be answered by certain technique.

The format of the course is a combination of:

- Lectures in which the theoretical background and techniques of research methods are explained. To prepare for the lecture, students read the assigned literature.
- Technical instructions (e.g. computer practicals or interview training sessions) in which you practice a technique.
- Group assignments, in which you apply a technique to the issue of physical activity and public space. Students will receive a detailed description of the research question to be answered, the data available (or to be collected) and requirements regard reporting the results.
- Feedback sessions where you get feedback on your group assignment. Students prepare a short presentation to update other students and lecturers about the progress of their work.

Presentations by guest lecturers who give examples of applications of the techniques introduced in this course. Experienced researchers will discuss how they applied a specific research method to address specific research questions, how operational decisions regarding data collection and analysis were made, which practical problems they encountered with implications for the data collection. Students are invited to actively take part in the discussion, ask questions about research decisions and (if applicable) think about implications for their own research. Students prepare these meetings by reading one or more relevant articles.

Type of education: Lectures, practical work, training, computer practicum, working groups, presentation**Assessment:** The final grade is a weighted average of the grades obtained for:

- Assignment 'GPS and GIS' (20%)
- Assignment 'Focus groups'(20%)
- Assignment 'Spatial statistics'(20%)
- Assignment 'Social network analysis'(20%)
- Assignment 'Reflecting on research methods' (20%)

Literature: Will be announced in the study guide to the course**Entry requirements:** Letter of acceptance to the Research Master in Human Geography and Planning AND Advanced M&T I

Masters Thesis: Developing a Thesis Design

Term/Timeslot: 4A**Code: GEO4-3631****Credits: 7.5 ECTS****Level: M**

Coordinator: Dr. A. Morrison (tel. 253 1368) (a.morrison@uu.nl)**Lecturer(s):** Prof. dr. Pieter Hooimeijer
Staff Research Master Human Geography and Planning**Course objectives:** On completing the course, students will:

- know how to write a good research proposal for the thesis;
- understand the scientific and societal relevance of the research;
- have drawn up a thesis contract which includes a thesis proposal, time plan and supportive study period abroad.

Content: Writing a good research proposal is important for all researchers. All research, curiosity-driven as well as contract research, should be based on well-written proposals. In the course, students will learn how to formulate and how to assess a good scientific research proposal.

The decision about the topic for a Masters thesis is made at the beginning of term IV of the first year. In general we favour topics that fit within one of the research programmes of URU. For choosing a topic the student can consult the programme director or one of the instructors of the Masters programme. The supervisor gives guidance to the student through regular meetings.

Students can choose between writing a thesis report or thesis publication for a peer-reviewed scientific journal. Whether you will be allowed to write a thesis publication instead of a thesis report is a joint decision of your supervisor and the programme director of HGPM. They will base their decision on your result for the course Writing for Scientific Publication (minimal grade 8.0), your proficiency in English and your general progress and results in the programme of HGPM.

Type of education: Seminars and Individual supervision**Assessment:** Thesis proposal (100%). See Thesis contract for details about how the final grade fits into the grading of the Masters thesis.**Literature:** The literature students have to read is dependent on the chosen topic.**Entry requirements:** Letter of acceptance to the Research Master in Human Geography and Planning, at least 30 ECTS obtained in this programme.

Masters Thesis**Term/Timeslot: Year****Code: GEO4-3623****Credits: 37.5 ECTS****Level: M**

Coordinator:

Dr. A. Morrison (tel. 253 1368) (a.morrison@uu.nl)

Course objectives:

The student will be able to:

- design and undertake independently and systematically an academic research project at the Master level in the field of Human Geography and Planning;
- formulate a consistent and both academically and socially relevant research objective and research question;
- make use of and elaborate on recent international academic literature and debates to construct a conceptual model and to formulate research hypotheses;
- select and apply quantitative and qualitative research techniques for the collection and analysis of research data;
- give written and verbal reports on the results of the research project and to reflect on both the research methods used and the research results achieved;
- make relevant (policy) recommendations based on the analysis.

Content:

The thesis will be finished in March (for thesis report) or in April (for thesis publication). The final thesis must meet the following criteria:

- the thesis is embedded in previous research and literature on the topic of the thesis;
- the thesis includes a theoretical elaboration of the research problem, based on the relevant international literature;
- it is based on sound research questions;
- it is based on an independent collection of empirical data from primary and/or secondary sources;
- it includes empirical testing of some implications of the applied theories or theoretical notions.

The progress of the research project will be presented for other Research Master students and staff members in January. The final thesis will be presented in June for first and second year RM students. Both presentations are obligatory.

Type of education:

Individualsupervision

Assessment:

Thesis proposal (10%), January presentation (10%), Final thesis (80%)

Literature:

The literature students have to read is dependent on the chosen topic.

Entry requirements:Letter of acceptance to the Research Master in Human Geography and Planning, at least 30 ECTS obtained in this programme and an approved thesis contract.

Research Frontiers			
Term/Timeslot: 2 D	Code: GEO4-3604	Credits: 7.5 ECTS	Level: M
Coördinator:	Dr. A. Morrison (tel. 253 1368) (a.morrison@uu.nl)		
Lecturer(s):	prof. dr. Pieter Hooimeijer prof. dr. Annelies Zoomers prof. dr. Martin Dijst prof. dr. Frank van Oort dr. Gideon Bolt dr. Dick Ettema		
Course objectives:	On completing the course, students will: <ul style="list-style-type: none"> • have increased their knowledge on a number of core fields of human geography and urban and regional planning and on the developments within these fields; • have developed in-depth knowledge of at least one of these core fields (revealed by a well-structured individual paper). 		
Content:	The idea of the course Research Frontiers in Human Geography and Planning is to offer the students knowledge (by way of literature, lectures and self-study) on some major developments within human geography and urban and regional planning. The aim is to get the students acquainted with these major developments. Generally, a lecture will be given in which at least one article within a major tradition plays a central role. After this lecture, students will have a few days to prepare an assignment based on two (sometimes more) more recent articles that have, in one way or another, a relation with the first article discussed. In this way, we hope to find out how the traditional body of knowledge has evolved in the course of a few years or even decades. After a first introductory course, sets of articles will be offered in the following core fields of human geography and planning: Development studies, Economic geography, Urban and regional planning, Non-representational Geography, Residential mobility, Divided cities. Students will write a review paper of the literature in one of these fields.		
Type of education:	Lectures and self-study		
Assessment:	First brief paper (30%); final paper (70%)		
Literature:	Will be announced in the study guide to the course		
Entry requirements:	Letter of acceptance to the Prestige Master in Human Geography and Planning		

Scientific Publication

Term/Timeslot: 3B **Code: GEO4-3630** **Credits: 7,5 ECTS** **Level: M**

Coordinator: Dr. A. Morrison (tel. 253 1368) (a.morrison@uu.nl)

Lecturer(s): Supervisor of Masters Thesis

Course objectives: On completing the course, based on their master thesis students are able:

- to write a full draft scientific publication for a peer-reviewed scientific journal which can be submitted for publication.

Content: On the basis of the thesis, scientific publication should be written.

The choice for a peer reviewed scientific journal to publish the article is made by the student after consultation of the thesis' supervisor. The length, structure and style of writing will be determined by the journal. The supervisor gives guidance to the student in regular meetings. The article could be submitted to the selected journal.

Type of education: Individual supervision by masters thesis supervisor

Assessment: The supervisor of the masters thesis will make the final assessment.

Literature: The literature students have to read is dependent on the chosen topic.

Entry requirements: Letter of acceptance to the Research Master in Human Geography and Planning and completed masters thesis

* This course starts halfway the third term in the second year, spread over both tracks (3.75 credits + 3.75 credits). Students who have chosen to write a thesis publication don't have to write a separate scientific publication. The credits for this course will be added to the master thesis.

Scientific Research Proposal

Term/Timeslot: 4B**Code: GEO4-3624****Credits: 7.5 ECTS****Level: M**

Coordinator: Dr. A. Morrison (tel. 253 1368) (a.morrison@uu.nl)**Lecturer(s):** Supervisor of Masters Thesis**Course objectives:** On completing the course, based on their master thesis students are able:

- To write a scientific research proposal which can be submitted for funding.

Content: On the basis of the thesis, a scientific research proposal should be written.

The research proposal should focus on an original topic expressed in a well-formulated goal and research questions. It should include a theoretical overview of the relevant literature and a sound design for empirical research and analytical methods. The proposal counts approximately ten pages. The final version of the research proposal should satisfy the standards of research proposals for the Netherlands Organisation for Scientific Research (NWO). The research proposals of research Masters students who will become PhD students should be submitted to NWO for the 'Open Competition' or suitable research programmes. The proposal should have the following format:

- goal and research questions
- theoretical framework
- methodology
- scientific relevance
- societal relevance
- financial overview
- overview of proposed products
- time schedule

Type of education: Individualsupervision**Assessment:** The supervisor of the masters thesis will make the final assessment.**Literature:** The literature students have to read is dependent on the chosen topic.**Entry requirements:** Letter of acceptance to the Research Master in Human Geography and Planning and completed masters thesis

Study Period Abroad

Term/Timeslot: Year	Code: N/A	Credits: N/A	Level: M
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Coordinator: Dr. A. Morrison (tel. 253 1368) (a.morrison@uu.nl)

Course objectives: The study period abroad offers the students the opportunity to expand their knowledge in a specific topic in Human Geography and Planning and to get familiar with other international teaching and research settings.

Content: Students in this research Masters programme are required to take at least one extra course abroad in support of their master thesis, generally combined with either part of the data-gathering phase of the Masters thesis research project or with an additional second course. It is also feasible that students present a paper on an international scientific conference. Although we also recommend foreign students to participate in international activities outside The Netherlands we allow them to join activities at other Dutch universities.

The individual trajectory, interests and ambitions of the student and the specific combination of study activities abroad are decisive in the choice of a host institution. A study period abroad is most easily to arrange with so called 'partner institutions' that provide high-standard Masters programmes in a research-rich environment and with which longstanding relationships of exchange have already been established. A list of these institutions can be found on the website. (<http://www.uu.nl/faculty/geosciences/en/studying/informationforstudents/masterprogrammas/practicalmatters/studyingabroad/fromorientationtoapplication/Geoexchangeprogrammepartners/Pages/Geopartners.aspx>)

Students can consult the international office of the Faculty of Geosciences, email: international@geo.uu.nl or at the Student Information Desk of Geosciences ('Studiepunt'). In the first term of the first year an information meeting will be organised with the international officer.

Writing for Scientific Publication

Term/Timeslot: 3A**Code: GEO4-3627****Credits: 7.5 ECTS****Level: M**

Coördinator: prof. dr. Martin Dijkstra (tel. 253 4442) (M.J.Dijkstra@uu.nl)**Lecturer(s):** prof. dr. Martin Dijkstra**Course objectives:** On completing the course, students will have developed improved skills in writing an article for a peer reviewed scientific journal and reviewing scientific papers.**Content:** Academics spend a great deal of time writing publications in peer reviewed scientific journals. In contrast to 'scientific writing in English', which is part of the course Academic Competences I, this course focuses more on the scientific criteria for the assessment of publications. In this course students learn how to identify an innovative topic for a scientific publication, how to structure an article and to address key problems in the process of writing the various sections of scientific geographical and planning publications. Besides students get familiar with criteria for reviewing papers submitted to journals and learn to apply these criteria on the papers written in this course. The student makes the choice for a topic and journal after consultation of the lecturer. In seminars the students discuss each other's products. The lecturer gives feedback on the discussion and papers written by the students.**Type of education:** Seminars**Assessment:** The grade for the course will be based on the process of writing the publication and peer reviewing (20%) as well as the final version of the scientific publication (80%).**Literature:** The literature students have to read is dependent on the chosen topic.**Entry requirements:** Letter of acceptance to the Research Master in Human Geography and Planning or enrollment in other research masters in the social sciences.

Advanced Urban Geography – Understanding Temporal and Spatial Dynamics in Cities (elective course)

Term/Timeslot: 1A and B**Code: GEO4-3306****Credits: 7.5 ECTS****Level: M**

Coördinator:

prof. dr. Martin Dijst (tel. 253 4442) (M.J.Dijst@uu.nl)

Lecturer(s):dr. Gideon Bolt
prof. dr. Martin Dijst
prof. dr. Pieter Hooimeijer
dr. Bas Spierings**Course objectives:**

On completing the course, student can:

- describe, connect and discuss from a daily life and life course perspective the major transformation processes in urbanized societies and discuss its implications for performance of individuals, households and urban spaces;
- describe, compare and discuss the most important contextual and situational perspectives in urban geography and discuss implications for the performance of individuals, households and urban spaces;
- apply major contextual and situational approaches in urban geography to planning issues and empirical research.

Content:

Due to strong individualization processes urbanized societies show increasing dynamics in and fragmentation of patterns of activities, mobilities and migration. This may have significant effects on the performance of public places, neighbourhoods, cities and urban systems. Social networks and patterns of activities and movements will encompass larger territories, and this can diminish the relative importance of neighborhoods as the relevant spaces of integration, to the benefit of other, more temporary situations in which people find themselves. In combination with the spatial dispersion of people, such urban functions as living, working, shopping, and leisure pursuits will disperse and regroup in new, more specialized spatial clusters. This trend toward spatial fragmentation ('splintering urbanism') is observed in affluent as well as in poor residential areas, at business estates and in office parks, in 'airport cities', in cultural districts, and at shopping malls.

In this course these transformation processes in urbanized societies will be studied from two perspectives. First, the daily life perspective which emphasizes the description and explanation of the progression of the daily paths through time and space as people participate in activities at home or elsewhere. Implications for meanings and development of flows and places are also discussed. Second, the life course perspective which deals especially with the description and explanation of changes in the domains of 'work', 'home-making' and 'leisure' but also with the links to the settling and departing of the households of residents in neighbourhoods and cities at different stages of their life course. Central to this course is to develop a better understanding of the dynamics in and meanings of physical spatio-temporal contexts for the urban transformation processes. These contexts refer to the built environment, the presence of people, mobile objects and natural conditions. In this course various contextual and situational approaches in urban geography will be presented. The implications for spatial planning and empirical research will also be discussed.

Type of education:

Lectures, tutorials, assignments

Assessment:

Written exam with open questions (50%); individual assignments (30%), duo paper (20%)

Literature:

Will be announced in the course manual

Entry requirements:Letter of acceptance to the Master Urban Geography

Beyond Planning Theory (elective course)

Periode/Tijdslot: 1 B**Code: GEO4-3115****Studiepunten: 7,5****Niveau: M**

Instruction language:

English

Coördinator:

Dr. Thomas Hartmann (tel. 253 2053) (t.hartmann@uu.nl)

Lecturers:

Asst. Prof.Dr. Thomas Hartmann, Assoc. Prof.Dr. Stan Geertman; guest docents are announced later

Course objectives:

In this course, students learn how to use planning theory purposefully to analyse, develop and support spatial planning.

Content:

Planning theory can help to improve planning and coming up with even better plans. However, what is planning theory and how can it be used? Therefore, a couple of questions will be raised, and students will be equipped to explore the answers to these questions. Besides, students will conduct a literature-based research in the field of spatial planning. This will ask the students to tap sources of UU to explore the vast body of literature and summarize their discoveries. Students use and relate academic arguments and theories to systematically and self-reliantly inquire a certain planning topic. For that, students will write an essay on their literature-based research on a given topic at the frontier of spatial planning. This step provides the skills to use literature properly for the problem framing and solution finding in their thesis and their later professional work.

Additional information will be provided in the study guide.

Type of education:

Lectures, individual assignments, writing a paper in a group (2 students)

Assessment:

Assignments (50%); paper (50%); attendance and active participation is mandatory

Literature:

Will be announced in the study guide, a reader will be available

Entry requirements:

Development practices (elective course)

Period/Timeslot: 2 C**Code: GEO4-3515****Credits: 5****Level: M**

Course language: English**Coordinator:** Sebastiaan Soeters**Lecturer(s)** IDS-staff; guest lecturers**Course objectives:** Students are able to gather and analyze relevant information on actual development policies and interventions in a concrete regional/local context. They can apply a variety of geographical and development-relevant skills and are able to write and present a well-structured evaluation report on development interventions. They can successfully defend and substantiate their policy recommendations.**Content:** This module complements the IDS modules on 'Development Theories' and 'Development Themes' and provides insight into how theories are influencing policies of development agencies and how these are translated into concrete interventions/actions by development practitioners. Class activities and individual work are directed at taking stock of and critically analyzing a variety of development exercises in practice, both at the regional and the local level. The efforts focus on the role of relevant development agencies and actors in concrete geographical contexts. The course programme focuses on the role of international organizations, of international, regional and local NGOs and community-based organizations, as well as on the role of national and local governments in development. These are considered both autonomous actors or agencies and groups targeted by official development assistance providers. Are these development cooperation agencies informed by specific development theories or paradigms? If so, are the intentional (and unintentional) effects of their interventions in accordance with that? Does experience accumulate into improved projects and/or programs for development? How does monitoring and evaluation influence development practices? What are the respective strengths and weaknesses of specific development interventions? These are some of the questions that are central to the course. The programme includes various in-house presentations and discussions organized by the Ministry of Foreign Affairs, co-financing agencies and other development related NGOs and companies based in The Netherlands. Guest speakers from development agencies and from other relevant professional organizations are also invited.**Type of education:** Lectures, literature study, workshops, clinics, visits**Assessment:** Individual and group assignments**Literature:** To be decided**Entry requirements:** A letter of acceptance of the master's degree programme International Development Studies or a finished bachelor programme with sufficient relevant knowledge for this course. Hand in a request with documents to the coordinator of the course, who will decide.

Development theories (elective course)

Period/Timeslot: 1 C**Code: GEO4-3505****Credits: 7,5****Level: M**

Course language: English**Coordinator:** dr. A.C.M. van Westen (tel. 253 4182) (A.C.M.vanWesten@uu.nl)**Lecturer(s)** dr. A.C.M. van Westen and others

Course objectives: The course aims to give students an overview of, and the ability to identify, the major theoretical approaches in development studies at present and in the recent past. Students should be able to indicate the relevance and validity of respective development theories in different historical and geographical contexts, and from a perspective of sustainability and equity. In this way, students should have acquired the instruments for analyzing and understanding development issues within their contexts and be able to bridge the gap between theoretical reflections and their applications to real-world situations. Finally, the course should inspire students to critically examine the assumptions underlying theories and representations of development issues, and find new roads or viable alternatives in conceptualizing development issues.

Content: This module critically examines the major approaches and theories that dominate thinking about development at present, and have done so in the past several decades. The course adopts a multidisciplinary approach, discussing contributions by geographers as well as those by other development-oriented scholars. In reviewing different theoretical paradigms, the basic understanding is that each theory is embedded in a particular historical and societal context that inspires useful insights but also imposes certain limitations. No theoretical school has a definitive answer to the problems of sustainable and equitable development, while on the other hand several key ideas persist or recur in different guises as newly formulated theoretical insights.

The following schools of development thinking will be discussed:

- dualism, orientalism and the persistence of dichotomies in development thinking;
- modernization theories viewing development as a unilinear process;
- the dependencia school and political-economy approaches;
- neoliberalism and globalization as a development paradigm;
- (new) institutional approaches to development and the role of the state
- structure and agency (actor-oriented approaches) in development thinking
- postmodernism, post-development and post-colonial studies;
- Sen's capabilities approach and the purpose of development;
- sustainable development and 'the commons';
- social theories of development and the role of culture;
- ethical approaches in development;
- complexity theory and development.

Type of education: Each of the topics will be introduced in an introductory lecture. In the subsequent workshops, students will take the lead in reviewing the contributions of these approaches and theories. This will be done on the basis of literature, among which classical texts as well as applications and critical assessments of theoretical insights.

Assessment: Examination (60%); active participation in workshops and short writing assignments (40%)

Literature: To be announced in the course manual

Entry requirements: A letter of acceptance of the master's degree programme International Development Studies or of the International Development track of the Master in Sustainable Development. Students with a finished bachelor programme with sufficient relevant knowledge for this course can hand in a documented request at the course coordinator, who will decide.

Ruimtelijk Economisch Beleid in Europa (elective course)

Periode/Tijdslot: 2 A**Code: GEO4-3210****Studiepunten: 7,5****Niveau: M**

Voertaal:

Nederlands

Coördinator:

prof.dr F.G. van Oort (tel. 253 2230) (F.G.vanOort@uu.nl)

Docent(en):

prof. dr. F.G. van Oort

Doelen:

De student is in staat om:

- De belangrijkste ruimtelijk-economische ontwikkelingen in Europa te duiden, en te betrekken op regionale ontwikkeling,
- De belangrijkste beleidsdoelstellingen van de Europese Unie te begrijpen en te vertalen naar regionale economische ontwikkelingskansen,
- Analytisch na te denken over regionale economische ontwikkeling en beleid in Europa met behulp van kwantitatieve en kwalitatieve onderzoeksmethoden,
- De trade-offs te bepalen tussen verschillende vormen van beleid in de Europese Unie,
- Te evalueren in welke mate regionale ontwikkelingskansen afhangen van lokale of juist internationale (Europese) ontwikkelingen en beleid.
- Evalueren of en hoe regionaal beleid werkt in een sterke Europese regio en in een zwakke regio.

Inhoud:

Economische ontwikkelingen in Europa worden steeds meer bepaald in regionaal verband. De arbeidsmarkt, goederenmarkt en kennismarkt internationaliseren in hoog tempo, en de Europese regionale dimensie wordt daarin steeds belangrijker. Op regionale, nationale en Europese schaalniveau wordt er op veel terreinen tegelijkertijd beleid ontwikkeld om deze ontwikkelingen te accommoderen en optimaal van te profiteren. De internationale concurrentiepositie van steden en regio's in Europa en het streven naar een European Research Area (gemeenschappelijke en open kennismarkt) staat centraal in het beleid voor kennis economie (Lissabon doelstellingen), territoriale cohesie wordt als concept geïntroduceerd naast economische en sociale cohesie, de subsidie regelingen voor grensregio's (Interreg), landbouw, en achtergestelde regio's worden opnieuw gedefinieerd, en regionale ontwikkeling wordt geacht tevens duurzaam van karakter te zijn. Ideologisch laait de discussie op, in hoeverre regionale ontwikkelingen uit moeten gaan van de equity gedachte (steun vooral regio's die achterblijven) of van de efficiency gedachte (steun vooral topregio's, omdat die meer bijdragen aan welvaarts groei). Deze discussie is vooral van belang voor de nieuwste lidstaten in Oost-Europa. Er zijn in toenemende mate spanningen tussen nationale en Europese schaalniveaus over regelgeving en doelstellingen.

In dit vak wordt ingegaan op de regionale economische ontwikkelingen in Europa, op de verklaringen ervan – middels theoretische kaders ontwikkeld vanuit de disciplines van de evolutionaire economische geografie, divergentie – convergentie theorie, economische concurrentieposities en de internationale economie – en op de interactie van die ontwikkelingen met dynamische beleidsinitiatieven op verschillende schaalniveaus. De focus van het vak is op de kennis economie, die de productie- en consumptie structuren van regio's steeds sterker bepalen. Onderwerpen die aan bod komen zijn: de internationale concurrentiepositie van regio's, hotspots en toplocaties, het Europa van de kennisregio's, territoriale cohesie, duurzaamheid, divergentie/convergentie beleid, infrastructuur investeringen, Foreign Direct Investment en sociaal kapitaal.

Werkvormen:

Middels hoorcolleges, werkcolleges (waarin kwantitatief en kwalitatief eigen onderzoek wordt gedaan) en excursies naar één of twee economische kennisregio's in Europa (waarbij o.a. sleutelfiguren van beleid en bedrijfsleven worden geïnterviewd) worden de studenten direct betrokken bij theoretisch, empirisch en beleidsmatig belangrijke inzichten van de ruimtelijk economische ontwikkeling in Europa.

Toetsing:

- Paper/essay over kennisregio's en Europees beleid (15%)
- Paper over de internationale concurrentiepositie van Europese regio's (kwantitatieve analyse), toegespitst op de ontwikkeling van een specifieke regio en beleid (kwalitatief) (35%)
- Schriftelijk tentamen (50%)

Studiemateriaal:

Reader

Voorwaarden voor deelname:

Een acceptatiebrief voor het masterprogramma Economische Geografie of een afgeronde bacheloropleiding met voldoende voorkennis voor deze cursus. Dien hiervoor een gedocumenteerd verzoek in bij de coördinator van de cursus, die hierover beslist.

Track: Living in the City – migration, residential mobility and neighbourhood effects (elective course)

Period/Timeslot: 2 C**Code: GEO4-3315****Studiepunten: 7,5****Niveau: M**

Course language: English**Coördinator:** Dr. G. Bolt (tel. 253 4436) (G.S.Bolt@uu.nl)**Lecturer(s)** Dr. Gideon Bolt, prof. dr. Pieter Hooimeijer, dr. I.C. van Liempt**Course objectives:** On completing the course, students:

- Can position 'classic' books in the field of migration, residential mobility and neighbourhood effects in the theoretical frameworks presented in the Advanced Urban Geography course.
- Can recognize, describe and compare the most important perspectives on the interactions between housing markets, labour markets, individual life-paths, neighbourhood change and neighbourhood effects.
- Can describe, apply and critically reflect on policies and planning approaches to cities and neighbourhoods.

Content: This specialization track of Urban Geography focuses on individual's life-paths through time and across urban space and the implications of these paths for cities and neighbourhoods. Processes of (international, interregional and intra-urban) residential relocation affect the social ecology of the city and vice versa. Migration and residential mobility do not only change the population structure across the city, but residential turnover also implicates the social networks and processes of social cohesion and identification in neighbourhoods. Neighbourhood change in its turn has pervasive effects on the life and residential mobility of the inhabitants. Students learn to unravel these interactions between the changing physical, economic and social structure of the city and the relocation behaviour of city residents.

First, the central issues in this track will be addressed by reading 'classic' books in the field of migration, residential mobility and neighbourhood effects. Main goal is to position them in the theoretical framework discussed in the Advanced Urban Geography course. Second, the course will discuss specific themes like: Transnational connections, gated communities, neighbourhoods & social mobility, students in the city and urban design. In addition to the theories presented in the Advanced Urban Geography course, new theoretical perspectives will be introduced. Sociological (socialisation, social desorganisation, social capital) and psychological theory (stigmatization and identification) will be combined with life course theory to come up with a solid geographical understanding of city evolution and life time mobility. This understanding can be applied in practice to improve the relation between quality of place and quality of life.

Type of education: Tutorials, student's led seminars, writing, assignments**Assessment:** Written exam with open questions (40%); individual assignments (20%); duo paper (30%); preparation seminar (10 %)**Literature:** Will be announced in the course manual**Entry requirements:** A letter of acceptance of the master's degree programme Urban Geography and participation in the Advanced Urban Geography course.

Track: Urban Daily Life – Cultures, consumption and mobilities (elective course)

Period/Timeslot: 2 C**Code: GEO4-3314****Studiepunten: 7,5****Niveau: M**

Course language:

English

Coördinator:

Dr. Irina van Aalst (tel. 253 2756) (i.vanaalst@uu.nl)

Lecturer(s)

Dr. Irina van Aalst, prof. dr. Martin Dijst, dr. Dick Ettema, dr. Bas Spierings, dr. Ilse van Liempt

Course objectives:

On completing the course, students:

- Can position 'classical' books in the field of culture, consumption and mobilities in the theoretical frameworks presented in the Advanced Urban Geography course.
- Can describe, compare and discuss the most important contextual perspectives on the interactions between individual paths and places in the field of culture, consumption and mobilities.
- Can describe, apply and critically reflect on the main policy and planning approaches in the field of cultures, consumption and mobilities.

Content:

This specialization track of Urban Geography predominantly focuses on understanding daily activities and mobilities of individuals for work, shopping, leisure and other purposes. Who participates in these activities and which transport and communication modes do they use? What are their experiences? What are the implications of flows of people, products, money and information for the development of public places and cities? These and other questions will be based on the central idea that activities, mobilities and experiences are contextualized. The built environment as well as the presence of people, mobile objects (e.g. transport and communication modes) and natural conditions (e.g. day and night and weather) have a meaning for performing activities and mobilities. These contexts are not fixed but dynamic in nature. Moreover, people's practices construct urban places and spaces which, in turn, contextualise their activities and mobilities.

In this specialization track a contextual view will be developed on the development of daily lives of residents and visitors of cities and implications for urban places and spaces. First, this issue will be addressed by reading 'classic' books in the field of cultures, consumption and mobilities. Main goal is to position them in the theoretical framework discussed in the Advanced Urban Geography course. Second, the course will discuss specific themes like aspects of daily travel, shopping and tourism, daytime and nighttime recreation and implications for the sense of places, virtual mobility (ICTs), as well as the design and regulation of public spaces. The relevance of daily activities and mobilities for major societal issues like health, social integration and cohesion, climate change and transportation will also be discussed. In addition to the theories discussed in the Advanced Urban Geography course, additional theoretical perspectives, like the New Mobilities Paradigm, Public Space theory, Geographies of Consumption approaches and Emotional Geography will be introduced. Finally, implications for spatial policy and planning will be discussed.

Type of education:

Tutorials, student's led seminars, writing, assignments

Assessment:

Written exam with open questions (40%); duo paper (30%); individual assignments (20%); seminar organisation (10%)

Literature:

Will be announced in the course manual

Entry requirements:Letter of acceptance of the master's degree programme Urban Geography and participation in the Advanced Urban Geography course

Teaching and Examinations Regulations 2014-2015 for the Master's degree programmes

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The Teaching and Examination Regulations set out the degree programme-specific rights and obligations of students on the one hand and of Utrecht University on the other. The University’s student statute sets forth the rights and obligations that apply to all students.

These regulations were adopted by the dean of the Faculty of Geosciences on 22 April 2014 with the approval of the Faculty Council on 22 April 2014.

SECTION 1 – GENERAL PROVISIONS

Art. 1.1 – applicability of the regulations

These regulations apply to the teaching and examinations of the Master’s degree programmes in Development Studies, Earth Sciences, Environmental Sciences, Geographical Sciences, Human Geography, Human Geography and Planning (research), Planning, Science and Innovation Management (hereinafter called the degree programmes) and to all students enrolled on these degree programmes for the academic year 2014-2015. The degree programmes are run by the Graduate School of Geosciences within the Faculty of Geosciences.

Art. 1.2 – definition of terms

In these regulations, the following terms have the following meanings:

- a. the Act: the Higher Education and Research Act.
- b. student: anyone who is enrolled at the University to take courses and/or sit partial exams and final exams of the programme.
- c. credit point: a value expressed in ECTS, where each credit point is approximately equivalent to 28 hours of learning.
- d. degree programmes: the Master’s degree programmes mentioned in Art. 1.1 of these regulations. A degree programme may comprise several Master’s programmes.
- e. component: a unit of study (course) within the degree programme, as included in the Course Catalogue and the University’s Course Catalogue.
- f. course: a unit of teaching and assessment.
- g. test: partial examination as meant by Art. 7.10 of the Act.

- h. exam: the final exam of the degree programme, which is completed successfully if all the degree requirements have been met.
- i. special needs contract: the contract entered into by the Director of Teaching (or other representative of the degree programme) and the disabled student specifying the necessary and reasonable facilities which the student is entitled to.
- j. International Diploma Supplement: the document attached to the degree certificate that explains the nature and content of the qualification (in an internationally understandable form).
- k. Board of Studies: the Board of the Graduate school of Geosciences.
- l. Student Information Desk of Geosciences: student information desk and student progress administration unit of the Faculty.
- m. course guide: document specifying for each course: the learning outcomes; the requirements (such as the attendance and effort requirements) that a student must meet to complete the learning outcomes; the way in which the final mark is calculated; the timetable and the instructional formats; name and availability of the course coordinator.
- n. summer vacation period: the period between the end of semester 2 and the start of semester 1 of the following year; it follows the University academic calendar.

The other terms have the meanings ascribed to them in the Act.

SECTION 2 – ADMISSION

Art. 2.1 – degree programme admission requirements

1. The holder of a Dutch or foreign higher education degree who demonstrates knowledge, understanding and skills on bachelor's level in sub-areas of Geosciences as specified in appendix 1, can be admitted to one of the Master's degree programmes.
2. Selection of students is based on a review of the core competences:
 - a) Motivation and talent (partly based on GPA and study progress);
 - b) Level of relevant knowledge and methods and techniques of the discipline concerned;
 - c) General level of academic and professional skills;
 - d) Level of proficiency in the language(s) of instruction used in the programme.

Art. 2.2 – English language

1. Prior to undertaking the degree programme (taught in English), students must demonstrate proficiency in English by passing one of the following tests:
 - o IELTS (International English Language Testing System), academic module. The minimum IELTS score required is an Overall Band Score of 6.5 and no less than 6.0 in the writing section.
 - o TOEFL (Test of English as a Foreign Language). The minimum required TOEFL score is 93 (internet-based).
 - o Cambridge EFL (English as a Foreign Language) Examinations, presenting one of the following certificates: - Cambridge Certificate in Advanced English; minimum score B. - Cambridge Certificate of Proficiency in English; minimum score C.
2. The holder of a Bachelor's degree gained at a university in the Netherlands meets the English language requirement for admission.

Art. 2.3 – proficiency in Dutch for holders of foreign qualifications (in relation to the Dutch-taught Master's Degree Programmes)

Holders of foreign qualifications may only register:

1. if they demonstrate required proficiency in Dutch by passing the state examination in Dutch as a Second Language, Programme 2, or by obtaining the certificate in Dutch as a Second Language, 'Academic Language Skills Profile' (PAT) or 'Higher Education Language Skills Profile' (PTHO), and
2. if they demonstrate required proficiency in English by passing one of the following tests:

- o IELTS (International English Language Testing System), academic module. The minimum IELTS score required is an Overall Band Score of 6.5 and no less than 6.0 in the writing section.
- o TOEFL (Test of English as a Foreign Language). The minimum required TOEFL score is 93 (internet-based).
- o Cambridge EFL (English as a Foreign Language) Examinations, presenting one of the following certificates: - Cambridge Certificate in Advanced English; minimum score B. - Cambridge Certificate of Proficiency in English; minimum score C.

Art. 2.4 – deficiencies The Board of Admissions of the Graduate School may require those applicants who do not meet the admission requirements referred to in Art. 2.1 and Art 2.4 to complete a package of courses to a maximum of 60 ECTS, to be taught by Utrecht University and tailored to the Master’s programme concerned, in order to remove background deficiencies.

Art. 2.5 – admissions procedures

1. Responsibility for admission to the degree programmes of the Graduate School and the different Master’s programmes lies with the Board of Admissions of the Graduate School.
2. With an eye to admission to the degree programme, the Board of Admissions will review the knowledge, understanding and skills of the applicant. In addition to documentary evidence of programmes completed, the Board may have specific knowledge, understanding and skills assessed by experts inside or outside the University.
3. With an eye to admission to a Master’s programme within the degree programme, the Board of Admissions will conduct an admissions review to determine if the applicant meets, or will meet in a timely manner, the requirements for admission referred to in Art. 2.4. In its review, the Board will include the applicant’s motivation and ambition for the programme concerned as well as the applicant’s knowledge of the programme’s language of instruction.
4. Admissions reviews are conducted twice a year.
5. Requests for admission to the degree programme and to a specific Master’s programme are submitted to the Board of Admissions before 1 March and 1 September. In special cases, the Board of Admissions may consider requests submitted after the deadline dates.
6. The Board of Admissions will make an admissions decision within the time frames set by the Board of Studies. Admission will be granted on the condition that the applicant meets the knowledge and skills requirements referred to in Art. 2.4 by the start date of the degree programme, as evidenced by certificates of programme completion.
7. The applicant will receive written notification of acceptance or non-acceptance into the degree programme and a specific Master’s programme. The decision letter will call attention to the possibility of appeal to the Examinations Appeal Board.

SECTION 3 – CONTENT AND STRUCTURE OF THE DEGREE PROGRAMMES

Art. 3.1 – aims of the degree programmes

1. The degree programmes aim to:
 - o equip students with specialised knowledge, skills and understanding in the field of Geosciences, and to help them achieve the learning outcomes referred to in paragraph 2;
 - o prepare students for a career in one or more sub-fields of Geosciences;
 - o prepare students for undertaking a programme to train as a researcher in the field of Geosciences.
2. The graduate:
 - o has a deep knowledge and understanding of the subject matter of Geosciences;
 - o has a thorough knowledge of a specialism in their degree programme, or a thorough knowledge at the interface of the degree programme and another subject area;

- o has the skill to independently identify, formulate, and analyse problems in the field of Geosciences, and to propose possible solutions;
- o has the skills to conduct research in the field of Geosciences and to report on this research in a manner that meets the standards usual for the discipline;
- o possesses professional and academic skills, in particular in relation to research in the field of Geosciences;
- o is able to apply knowledge and understanding in such a way that he or she demonstrates a professional approach to their work;
- o is able to communicate conclusions, as well as the knowledge, reasons and considerations underlying these conclusions, to an audience of specialists or non-specialists.

The course catalogues for the Master's programmes set out the subject-specific learning outcomes for the different Master's programmes.

Art. 3.2 – study mode

The degree programmes Development Studies, Earth Sciences, Environmental Sciences, Human Geography and Planning (research), Science and Innovation are offered full-time. The degree programmes in Planning, Geographical Sciences and Human Geography are offered full-time as well as part-time.

Art. 3.3 – language of instruction

The degree programmes Development Studies, Earth Sciences, Environmental Sciences, Geographical, Human Geography and Planning (research) and Science and Innovation are taught in English. The degree programmes in Planning and Human Geography are taught in Dutch. The Master's programme Urban Geography within the degree programme Human Geography is taught in English.

Art. 3.4 – credit value

The degree programmes Earth Sciences, Environmental Sciences, Geographical Sciences, Human Geography and Planning (research) and Science and Innovation have a total credit value of 120. The degree programmes in Development Studies, Planning, and Human Geography have a total credit value of 60.

Art. 3.5 – Master's programmes; entry points

1. The Graduate School of Geosciences offers the following Master's degree programmes and Master's programmes:

Master's degree programme	Master's Programme
Earth Sciences	Earth, Life and Climate Earth Structure and Dynamics Earth Surface and Water Marine Sciences Water Science and Management
Environmental Sciences	Sustainable Development Water Science and Management
Geographical Sciences	Geographical Information and Management Applications
Human Geography and Planning	Human Geography and Planning
Science and Innovation	Innovation Sciences Energy Science Sustainable Business and Innovation
Development Studies	International Development Studies
Planning	Planologie
Human Geography	Economische Geografie Geo-communicatie Urban Geography

The Master's programmes prepare students for undertaking research in one or more sub-fields of Geosciences.

2. The Master's programmes Earth Sciences, Environmental Sciences and Science and Innovation start twice a year: 1 September and 1 February. The Master's programmes Development Studies, Geographical Sciences, Human Geography and Planning (Research Master), Planning, and Human Geography have one start date a year: 1 September.

Art. 3.6 – components of the Master's programmes

1. The core components of the different Master's programmes and their credit loads are described in Annex 1.
2. Upon approval of the Board of Examiners, the student will choose one or more components. The credit values for the elective components of the specific Master's programmes are set out in Annex 1.
3. The Course Catalogue for the Master's programmes provides more detailed information about the content and structure of the components of each programme, including any prior knowledge that would help students successfully complete the component concerned.

Art. 3.7 – components taken elsewhere

1. In order to pass the Master's degree exam the student must complete at least half of the Master's programme through components offered by Utrecht University.
2. Components taken elsewhere as part of the programme of study may only be counted towards the student's degree requirements with prior approval of the Board of Examiners.
3. Components completed at a higher education institution prior to the start of the Master's degree programme may only qualify for exemption pursuant to Art. 5.13.

SECTION 4 – COURSES

Art. 4.1 – course

All courses that may be part of the degree programmes have been included in the course catalogues for the programmes and can be found at the website of the Student Information Desk of Geosciences: <http://studenten.geo.uu.nl>.

Art. 4.2 – course admission requirements

The Board of Studies will decide the order in which the required components of a Master's programme must be completed. This will be announced in the Course Catalogue.

Art. 4.3 – course enrolment

A student may only take part in a course if he or she has enrolled for the course in a timely manner. The Board of Studies will decide how and when enrolment takes place. Enrolment rules and enrolment deadlines will be published through the website of the Student Information Desk of Geosciences: <http://studenten.geo.uu.nl>.

Art. 4.4 – attendance and effort requirements

1. Every student is expected to actively participate in the course on which he or she is enrolled.
2. In addition to the general requirement of active participation in class, any additional requirements per unit are listed in the University's Course Catalogue and the Course Guide.
3. A student may be granted exemption from attendance if he or she is incapacitated (for instance as a result of illness or family circumstances). Any leave or absence must be agreed with the Programme Office in advance by phone. The course coordinator or the director of education can request the student to provide written information that proves the special situation.
4. If participation is inadequate, qualitatively or quantitatively, the course coordinator may decide to exclude the student from the remainder or any part of the remainder of the course.
5. Effort requirements (such as holding a presentation or writing a paper) can never expire. When a student, due to incapacity (art 4.4.3), fails to meet an effort requirement in time, the course coordinator will set a new date for the student to fulfill the obligation.
6. Students who wish to apply for special arrangements as a result of chronic illness, disability or top athlete status, may submit a request to the Board of Examiners.

SECTION 5 – ASSESSMENT

Art. 5.1 – general

1. During the course the student will be assessed on academic skills and on the extent to which he or she has achieved the stated learning outcomes. All assessment activities will be completed by the end of the course.
2. The Course Guide and/or the University's Course Catalogue detail the achievements the student must demonstrate for him or her to successfully complete the course, as well as the criteria on which the student is assessed.
3. If a course has to be repeated, the last acquired judicium counts.
4. Should a student pass for a course, but still wishes to repeat the course, the complete course should be repeated.
5. The published rules and regulations of the Board of Examiners outline the assessment process (see: Course Catalogue/Website).

Art. 5.2 – Board of Examiners

1. The Dean will establish a Board of Examiners for each study programme or group of programmes and will ensure the Board of Examiners can operate independently and professionally.
2. The Dean will appoint the chair and members of the Board for a three-year term, based on their expertise in the relevant study programme(s) or in examinations. Reappointment is possible. The Dean will consult the relevant members of the Board of Examiners before an appointment is made.
3. Persons holding management positions that include financial responsibilities or who are wholly or partially responsible for course programmes are not eligible for appointment to the Board of Examiners. These persons will in any event include the Dean, the Vice Dean, directors/heads/managers of a department, members of a department's management/governing team, members or chairs of the Board of Studies of the Graduate or Undergraduate School and the Education Director.
4. Membership of the Board of Examiners will end on completion of their term of appointment. The chair and members of the Board may also be dismissed at their own request. The chair and members of the Board will be dismissed by the Dean if they no longer meet the requirements of paragraphs 2 or 3 of this section. The Dean may also dismiss a chair or members found to be performing their statutory duties unsatisfactorily.
5. The Dean will announce the composition of the Board of Examiners to students and lecturers.

Art. 5.3 – assessment of placement or research assignment

1. The student's performance during a placement or his or her research assignment will be assessed by the supervisor in question and by one or more other internal and/or external experts.
2. Master's theses will be assessed by two examiners.

Art. 5.4 – grades

1. Grades will be awarded on a scale from 1 to 10. The final course grade will be satisfactory or unsatisfactory, or, if expressed in numbers, 6 or higher and 5 or lower respectively.
2. The final course grade will be rounded to one decimal place. A grade for a partial test will not be rounded.
3. The final course grade of 5 and lower will not have any decimal places. An average grade of 4.95 to 5.49 is unsatisfactory (5); an average grade of 5.50 to 5.99 is satisfactory (6)
4. The Course Guide sets out the way in which the final course grade is calculated.

Art. 5.5 – repeat exams: supplementary or replacement tests

1. If during the course the student satisfies all the effort requirements and does not receive a satisfactory grade but does receive a final grade of at least 4.00 before rounding, he or she will be given one opportunity to take a supplementary test.
2. The teacher will determine the form and content, as well as date and time, of the supplementary test.
3. If the student passes the supplementary test, a final course grade of 6 will be recorded in the student progress administration system. Partial results that the student has achieved will not be taken into account in establishing the final grade of the supplementary test.

4. If the student does not pass the supplementary test, the initial final grade will be entered into the student progress administration system, thus rendering all partial course grades defunct.
5. Students who miss a test or part of a test owing to circumstances demonstrably beyond their control will be given only one opportunity to sit an alternative test. Only students immediately reporting these circumstances beyond their control to the study programme's secretariat will be eligible to sit an alternative test.
6. The teacher will determine the form and content, as well as date and time, of the replacement test.
7. If the student is not present during the replacement test, or fails to meet the terms of the replacement test, he or she will not be offered another opportunity.

Art. 5.6 – assessment mode

1. Assessment as part of a course will take place as stated in the course guide for the course.
2. Upon request, the Board of Examiners may give permission for a test to be administered in a manner which departs from the provisions of the first paragraph.

Art. 5.7 – oral tests

1. Only one person at a time may be tested, unless the Board of Examiners decides otherwise.
2. Oral tests will be administered in public, unless the Board of Examiners or the examiner concerned decides otherwise in exceptional circumstances, or unless the student objects.

Art. 5.8 – assessment provision for special circumstances

1. If not providing special assessment arrangements were to lead to a 'compelling case of unreasonableness', the Board of Examiners may decide to grant special assessment arrangements.
2. Requests for special assessment arrangements must be submitted as early as possible together with supporting documentary evidence. They must be submitted to the Board of Examiners through the student adviser.

Art. 5.9 – assessment turnaround time

1. Within 24 hours of administering an oral test the examiner will determine the grade and provide the student with a statement of the grade received.
2. The examiner will grade a written or differently administered test within 10 working days of the test date, and will supply the administrative office of the Faculty the information necessary for providing the student with the written or electronic proof of the grade received.
3. Time frames for assessment do not apply during the summer vacation period.
4. The written statement of the grade received includes a reference to the right of inspection, as addressed in Art. 5.11, as well as to the possibilities of appeal to the Examinations Appeals Board.

Art. 5.10 – validity period

1. Successfully completed components of degree programmes have a validity of eight years.
2. Notwithstanding this, the Board of Examiners can, if the student requests, determine a prolonged validity period for a course, or impose a supplementary or replacement test.
3. Partial tests and assignments passed in a component that was not successfully completed will expire at the end of the academic year in which they were passed. Partial tests and assignments expire at the end of the period in which they were passed, if the concerning course is taught more than once per academic year.

Art. 5.11 – right of inspection

1. Within 30 days after the announcement of the result of a written test, the student is allowed to inspect his or her graded work upon request. Upon request, a copy of that work will be supplied to the student at cost.
2. During the period referred to in the first paragraph, any stakeholder may inspect the questions and tasks of the test in question, as well as, if possible, the standards on which the grade is based.

Art. 5.12 – retention of assessments

1. The assessment tasks, answers and the assessed work will be retained for a period of two years after the assessment date.
2. The thesis and its assessment will be retained for a period of seven years after the assessment date.

Art. 5.13 – exemption

At the student's request, the Board of Examiners, after hearing the examiner concerned, may grant the student exemption from a programme component if he or she:

- a. prior to starting the Master's programme has either completed a higher education programme component which is equivalent in content and level; or
- b. has demonstrated through work or professional experience that he or she has sufficient knowledge and skills in relation to that component.

Art. 5.14 – fraud and plagiarism

1. Fraud and plagiarism mean any action or non-action of a student that wholly or partly prevents an accurate assessment of his or her knowledge, understanding and skills.

Fraud includes:

- copying during an examination. Any persons enabling copying will be deemed accessory to fraud;
- being in the possession of appliances during the examination (such as pre-programmed calculators, mobile telephones, books, syllabuses, notes and so on), unless the use of such appliance is explicitly permitted;
- allowing other persons to complete all or part of an assignment;
- obtaining the relevant examination questions or assignments before the date or time of the examination will be held;
- making up the answers to questionnaires, interviews or research data;

Plagiarism is defined as including data or texts written by other persons in one's thesis, without acknowledging the source. Plagiarism includes in any event:

- copying and pasting text from digital sources such as encyclopaedias or digital journals without quotation marks and references;
- copying and pasting text from the internet without quotation marks and references;
- copying printed matter such as books, journals or encyclopaedias without quotation marks and references;
- including a translation of such source texts as mentioned above without quotation marks and references;
- paraphrasing such source texts as mentioned above without due referencing; paraphrasing should be marked as such (by explicitly linking the paraphrased text to the original author in the text or in a note) so as to avoid the impression that these are the student's own ideas;
- copying others' visual, audio or text material without due reference and thus allowing it to be regarded as one's own work;
- submitting one's own work written for a previous course as if written originally for the new course, unless explicitly allowed by the teacher of the course.
- copying the work of other students and allowing it to be regarded as one's own work. If this happens with the permission of another student, the latter will be accessory to plagiarism;
- if one of the authors of a joint assignment commits plagiarism, the other authors will be accessory to plagiarism if they should or could have known that the former committed plagiarism;
- submitting assignments acquired from a commercial organisation (such as a website providing abstracts or papers) or written by someone else in return for remuneration.

- a. If fraud is discovered or suspected, the examiner will so inform the Board of Examiners in writing.
- b. If the examiner detects or suspects plagiarism:
 - he or she will so inform the student in writing;
 - he or she will give the student the opportunity to respond to this in writing;
 - he or she will subsequently send the written documents and findings to the Board of Examiners.
- c. The Board of Examiners will provide the opportunity for the examinee to be heard.

2. The Board of Examiners will determine if fraud or plagiarism has occurred and will inform, in writing, the examinee of its decision and any sanctions pursuant to provision 4 of Art. 5.14, also mentioning the possibility of appeal to the Examinations Appeals Board.
3. The Board of Examiners will punish fraud and plagiarism as follows:
 - a. In any case:
 - o the submitted assignment or partial exam will be declared invalid.
 - o the student will be given a reprimand, which will be noted in OSIRIS.
 - b. And furthermore, depending on the nature and size of the fraud or plagiarism, and on the stage of the programme the student has reached, one or more of the following sanctions:
 - o the student will be removed from the course.
 - o the student will no longer qualify for a cum laude designation as referred to in Art.6.2.
 - o the student will be disqualified from partial exams or other forms of assessment that are part of the course in question for the then current academic year or for a 12-month period.
 - o the student will be disqualified from all partial exams and other forms of assessment for a period of 12 months.
 - c. If a student has been reprimanded before:
 - o he or she will be disqualified from all partial exams or other forms of assessment for a 12-month period and advised to leave the Master's programme.
 - d. In case of extremely serious and/or repeated fraud, the Board of Examiners may recommend that the Executive Board permanently terminate the registration for the programme of the student concerned.

Art. 5.15 – right of appeal

The student has a right to appeal decisions taken by the Board of Examiners or by examiners. The appeal must be made in writing, and explaining the basis for the appeal, to the Examinations Appeals Board within six weeks of taking the test or examination, or of the decision being made, pursuant to Article 7.61 WHW 1992.

SECTION 6 – EXAMINATION

Art. 6.1 – examination

1. At the moment a student meets the requirements of the examination programme, the Board of Examiners determines the result of the examination and grants the certificate to the student, as described in Article 6.4.
2. Prior to determining the examination result, the Board of Examiners may examine the student's knowledge of one or more components or aspects of the programme of study, if and in so far as the results of the tests concerned give them reason to do so.
3. Review of the student's assessment file constitutes part of the final examination. The examination date will be the last working day of the month in which the Board of Examiners has determined that all components have been successfully completed.
4. Conditions to pass the examination are
 - All components are passed with a sufficient result
 - The composition of the course package meets the determined level requirements
5. A further condition for passing the examination and receiving the certificate is that the student was registered for the programme during the period in which the tests were taken. If the student does not fulfil this condition, the Executive Board may issue a statement of no objection in relation to the passing of the examination and the issue of the certificate, after the student has paid tuition fees and administration charges owing for the 'missing' periods.
6. One who has passed the examination and is entitled for a certificate, may request the Board of Examiners to not yet grant the certificate. This request has to be submitted within two weeks after the student has been informed about the result of the examination. The student will indicate in this request when he or she does want to receive the certificate. The Board of Examiners will grant the request in 2014-2015 when the student:
 - is going to perform board activities for which the Utrecht University grants compensation
 - is going to do an internship or component abroad

The Board of Examiners may also grant such request if failure to grant the request will result in substantial unfairness because the person involved could not have taken the graduating automatically into account in his/her individual study planning.

7. After the student has passed the final examination he/she can request the institution to terminate his/her registration.

Art. 6.2 – cum laude designation

1. If a student has demonstrated outstanding academic achievement in his or her Master's programme, the degree will be awarded cum laude; this designation will be noted on the degree certificate.
2. The cum laude designation will be awarded if
 1. the weighted average of the grades earned for the Master's programme components is at least 8,00.
 2. the student has received a minimum grade of 8 for the Master's thesis.
 3. the student has received exemptions for no more than 7,5 credit points (1-year programmes) or no more than 15 credit points (2-year programmes).
 4. there has not been any Board of Examiners decision (as meant by Art. 5.14, paragraph 3 under b) that fraud/plagiarism has been committed.
 5. all grades have been earned within one and a half year (one-year degree programmes) or three years (two-year degree programme) of beginning the degree programme.
3. The Board of Examiners may decide to award the cum laude designation even if not all the requirements mentioned in paragraph 2 are met. Such a decision must be unanimous.
4. Designations other than cum laude will not be noted on the degree certificate.

Art. 6.3 – degree

1. The candidate who has successfully completed the exam will be awarded the degree of Master of Science.
2. The awarded degree will be noted on the exam certificate.

Art. 6.4 – degree certificate

1. As evidence of successful completion of the exam, the Board of Examiners will issue a degree certificate.
2. The Board of Examiners will append to the degree certificate the International Diploma Supplement, which, for the sake of international transparency, gives information about the nature and content of the programme of study.

Art. 6.5 – Grade Point Average (GPA)

1. The final Grade Point Average (GPA) is stated on the International Diploma Supplement, and represents the academic performance of the student concerned).
2. The final GPA is the average figure from the results achieved within the course's examinations programme, weighted by the course credits and expressed on a scale of 1 to 4 with two decimals.
3. The final GPA is calculated as follows:
 - all applicable examinations achieved as part of the examination programme of the master's degree, are converted to quality points;
 - quality points are the applicable examination result x the number of course credits (ECTS) for the section in question;
 - the total number of quality points achieved divided by the total number of course credits (ECTS) obtained, results in the average examination result;
 - the average examination result is converted into the final GPA.

SECTION 7 – STUDENT SUPPORT AND GUIDANCE

Art. 7.1 – student progress administration

1. The Faculty records each student's individual grades and makes these available through Osiris-student.
2. Certified student progress files may be obtained from the Student Information Desk of Geosciences.

Art. 7.2 – student support and guidance

1. The Faculty is responsible for providing student support and guidance to students enrolled on the degree programmes.
2. Student support and guidance consists of:
 - allocation of a tutor and/or student adviser
 - an orientation/induction programme in the first week of the first year of study
 - providing referral and support for students experiencing difficulties during their studies.

Art. 7.3 – disabilities

Students with special needs are afforded the opportunity to take classes and sit tests in the manner agreed in their Special Needs Contracts. Requests for special needs contracts are submitted to the student adviser.

SECTION 8 – TRANSITIONAL AND FINAL PROVISIONS

Art. 8.1 – safety net arrangements

If a circumstance arises for which the regulations do not provide, do not clearly provide or seem to have unreasonable effects or lead to unreasonable results, the matter will be determined by or on behalf of the Dean, after having heard the Board of Examiners.

Art. 8.2 – cum laude for students who have started before September 1, 2013.

The cum laude designation will be awarded if

1. the weighted average of the grades earned for the Master's programme components is at least 8.
2. the student has received exemptions for no more than 7,5 credit points (1-year programmes) or no more than 15 credit points (2-year programmes).
3. there has not been any Board of Examiners decision (as meant by Art. 5.14, paragraph 4 under b) that fraud/plagiarism has been committed.
4. all grades have been earned within one and a half year (one-year degree programmes) or three years (two-year degree programme) of beginning the degree programme.

Art. 8.3 – amendments

1. Amendments to these regulations will be laid down by the Dean after having heard the Degree Programme Committee and after consultation with the Faculty Council or Degree Programme Council, in separate resolutions.
2. Any amendments to these regulations are not to be applied to the then current academic year, unless it can be assumed that they will not unreasonably harm the interests of the students.
3. Furthermore, with respect to the students an amendment may not adversely affect any other decision taken pursuant to these regulations by the Board of Examiners in relation to a student.

Art. 8.4 – publication

The Dean is responsible for publishing these regulations, and any amendments to them, via the internet.

Art. 8.5 – effective date

These regulations take effect on September 1, 2014.

APPENDIX 1 Admission requirements Master's programmes

Earth, Life and Climate

Admission to the programme Earth, Life and Climate is given to students holding a Dutch or foreign diploma confirming that (s)he has gained the knowledge, insights and skills on a university Bachelor's level. Furthermore the student needs to prove that (s)he has gained the following specific knowledge, insights and skills:

- a) knowledge in the field of Earth Sciences, Biology or Chemistry, on the advanced level of the major Earth Sciences, Biology or Chemistry at Utrecht University, or equivalent to that level.
- b) insight in Earth Sciences on the advanced level of the major Earth Sciences, Biology or Chemistry at Utrecht University, or equivalent to that level.
- c) academic and research skills of the major Earth Sciences, Biology or Chemistry at Utrecht University, or equivalent to that level.

Earth Structure and Dynamics

Admission to the programme Earth Structure and Dynamics is given to students holding a Dutch or foreign diploma confirming that (s)he has gained the knowledge, insights and skills on a university Bachelor's level. Furthermore the student needs to prove that (s)he has gained the following specific knowledge, insights and skills:

- a) knowledge in the field of Earth Sciences or Physics, on the advanced level of the major Earth Sciences or Physics at Utrecht University, or equivalent to that level.
- b) insight in Earth Sciences on the advanced level of the major Earth Sciences or Physics at Utrecht University, or equivalent to that level.
- c) academic and research skills of the major Earth Sciences or Physics at Utrecht University, or equivalent to that level.

Earth Surface and Water

Admission to the programme Earth Surface and Water is given to students holding a Dutch or foreign diploma confirming that (s)he has gained the knowledge, insights and skills on a university Bachelor's level. Furthermore the student needs to prove that (s)he has gained the following specific knowledge, insights and skills:

- a) knowledge in the field of Earth Sciences, on the advanced level of the major Earth Sciences at Utrecht University, or equivalent to that level.
- b) insight in Earth Sciences on the advanced level of the major Earth Sciences at Utrecht University, or equivalent to that level.
- c) academic and research skills of the major Earth Sciences at Utrecht University, or equivalent to that level.

Economische Geografie

Admission to the programme Economische Geografie is given to students holding a Dutch or foreign diploma confirming that (s)he has gained the knowledge, insights and skills on a university Bachelor's level. Furthermore the student needs to prove that (s)he has gained the following specific knowledge, insights and skills:

- a) knowledge in the field of Economische Geografie, on the advanced level of the major Human Geography and Planning at Utrecht University, or equivalent to that level.
- b) insight in Economische Geografie on the advanced level of the major Human Geography and Planning at Utrecht University, or equivalent to that level.
- c) academic and research skills of the major Human Geography and Planning at Utrecht University, or equivalent to that level.

Energy Science

Admission to the programme Energy Science is given to students holding a Dutch or foreign diploma confirming that (s)he has gained the knowledge, insights and skills on a university Bachelor's level. Furthermore the student needs to prove that (s)he has gained the following specific knowledge, insights and skills:

- a) knowledge in the field of Environmental Sciences, Science and Innovation Management, Physics or Chemistry on the advanced level of the major Environmental Sciences, Science and Innovation Management, Physics or Chemistry at Utrecht University, or equivalent to that level.
- b) knowledge of Thermodynamics, Energy Analysis and Mathematics
- c) insight in Environmental Sciences, Science and Innovation Management, Physics or Chemistry on the advanced level of the major Environmental Sciences, Science and Innovation Management, Physics or Chemistry at Utrecht University, or equivalent to that level.
- d) academic and research skills of the major Environmental Sciences, Science and Innovation Management, Physics or Chemistry at Utrecht University, or equivalent to that level.

Geo-communicatie

Admission to the programme Geo-communicatie is given to students holding a Dutch or foreign diploma confirming that (s)he has gained the knowledge, insights and skills on a university Bachelor's level. Furthermore the student needs to prove that (s)he has gained the following specific knowledge, insights and skills:

- a) knowledge in the field of Human or Physical Geography, on the advanced level of the major Human Geography and Planning or Earth Sciences at Utrecht University, or equivalent to that level.
- b) insight in Human or Physical Geography on the advanced level of the major Human Geography and Planning or Earth Sciences at Utrecht University, or equivalent to that level.
- c) academic and research skills of the major Human Geography and Planning or Earth Sciences at Utrecht University, or equivalent to that level.

Geographical Information Management and Applications (GIMA)

Admission to the programme Geographical Information Management and Applications is given to students holding a Dutch or foreign diploma confirming that (s)he has gained the knowledge, insights and skills on a university Bachelor's level, for instance equivalent to the advanced level of the major Human Geography and Planning at Utrecht University. Furthermore the student needs to prove that (s)he has gained the following specific knowledge, insights and skills:

- a) knowledge in the field of geo-information, geography, GIS or another GIMA related field of studies.
- b) insight in processing geographical data and collecting, processing and dispersing information.
- c) Academic skills and research skills.

Human Geography and Planning (Research Master)

Admission to the programme Human Geography and Planning is given to students holding a Dutch or foreign diploma confirming that (s)he has gained the knowledge, insights and skills on a university Bachelor's level. Furthermore the student needs to prove that (s)he has gained the following specific knowledge, insights and skills:

- a) knowledge in the field of Human Geography or Planning, on the advanced level of the major Human Geography and Planning at Utrecht University, or equivalent to that level.
- b) insight in Human Geography or Planning on the advanced level of the major Human Geography and Planning at Utrecht University, or equivalent to that level.
- c) academic and research skills of the major Human Geography and Planning at Utrecht University, or equivalent to that level.

Innovation Sciences

Admission to the programme Innovation Sciences is given to students holding a Dutch or foreign diploma confirming that (s)he has gained the knowledge, insights and skills on a university Bachelor's level. Furthermore the student needs to prove that (s)he has gained the following specific knowledge, insights and skills:

- a) knowledge in the field of Science and Innovation Management, Natural Sciences of Life Sciences, on the advanced level of the major Science and Innovation Management, Natural Sciences of Life Sciences at Utrecht University, or equivalent to that level.
- b) knowledge in the field of emerging technology issues and complex multidisciplinary problems.

- c) insight in Science and Innovation Management, Natural Sciences of Life Sciences, on the advanced level of the major Science and Innovation Management, Natural Sciences of Life Sciences at Utrecht University, or equivalent to that level.
- d) academic and research skills of the major Science and Innovation Management, Natural Sciences of Life Sciences at Utrecht University, or equivalent to that level.

International Development Studies

Admission to the programme International Development Studies is given to students holding a Dutch or foreign diploma confirming that (s)he has gained the knowledge, insights and skills on a university Bachelor's level. Furthermore the student needs to prove that (s)he has gained the following specific knowledge, insights and skills:

- a) knowledge in the field of Development Geography, on the advanced level of the major Human Geography and Planning at Utrecht University, or equivalent to that level.
- b) insight in Development on the advanced level of the major Human Geography and Planning at Utrecht University, or equivalent to that level.
- c) academic and research skills of the major Human Geography and Planning at Utrecht University, or equivalent to that level.

Marine Sciences

Admission to the programme Marine Sciences is given to students holding a Dutch or foreign diploma confirming that (s)he has gained the knowledge, insights and skills on a university Bachelor's level. Furthermore the student needs to prove that (s)he has gained the following specific knowledge, insights and skills:

- a) knowledge in the field of Earth Sciences or Biology, on the advanced level of the major Earth Sciences or Biology at Utrecht University, or equivalent to that level.
- b) insight in Earth Sciences or Biology on the advanced level of the major Earth Sciences or Biology at Utrecht University, or equivalent to that level.
- c) academic and research skills of the major Earth Sciences or Biology at Utrecht University, or equivalent to that level.

Planologie

Admission to the programme Planologie is given to students holding a Dutch or foreign diploma confirming that (s)he has gained the knowledge, insights and skills on a university Bachelor's level. Furthermore the student needs to prove that (s)he has gained the following specific knowledge, insights and skills:

- a) knowledge in the field of Planning, on the advanced level of the major Human Geography and Planning at Utrecht University, or equivalent to that level.
- b) insight in Planning on the advanced level of the major Human Geography and Planning at Utrecht University, or equivalent to that level.
- c) academic and research skills of the major Human Geography and Planning at Utrecht University, or equivalent to that level.

Sustainable Business and Innovation

Admission to the programme Sustainable Business and Innovation is given to students holding a Dutch or foreign diploma confirming that (s)he has gained the knowledge, insights and skills on a university Bachelor's level. Furthermore the student needs to prove that (s)he has gained the following specific knowledge, insights and skills:

- a) knowledge in the field of Science and Innovation Management, Environmental Sciences, Environmental Studies or Economics, on the advanced level of the major Science and Innovation Management, Environmental Sciences, Environmental Studies or Economics at Utrecht University, or equivalent to that level.
- b) knowledge of sustainable development and/or innovation sciences.
- c) basic knowledge of natural sciences on Bachelor's level, including Mathematics, and/or Chemistry and/or Physics.
- d) insight in Science and Innovation Management, Environmental Sciences, Environmental Studies or Economics on the advanced level of the major Science and Innovation Management, Environmental Sciences, Environmental Studies or Economics at Utrecht University, or equivalent to that level.

- e) academic and research skills of the major Science and Innovation Management, Environmental Sciences, Environmental Studies or Economics at Utrecht University, or equivalent to that level.

Sustainable Development, track Energy & Materials

Admission to the programme Sustainable Development, track Energy & Materials is given to students holding a Dutch or foreign diploma confirming that (s)he has gained the knowledge, insights and skills on a university Bachelor's level. Furthermore the student needs to prove that (s)he has gained the following specific knowledge, insights and skills:

- a) knowledge in the field of Environmental Sciences, Science and Innovation Management, Earth sciences, Physics or Chemistry, on the advanced level of the major Environmental Sciences, Science and Innovation Management, Earth sciences, Physics or Chemistry at Utrecht University, or equivalent to that level.
- b) knowledge in the field of thermodynamics and sustainability issues.
- c) insight in Environmental Sciences, Science and Innovation Management, Earth sciences, Physics or Chemistry on the advanced level of the major Environmental Sciences, Science and Innovation Management, Earth sciences, Physics or Chemistry at Utrecht University, or equivalent to that level.
- d) academic and research skills of the major Environmental Sciences, Science and Innovation Management, Earth sciences, Physics or Chemistry at Utrecht University, or equivalent to that level.

Sustainable Development, track Global Change and Ecosystems

Admission to the programme Sustainable Development, track Global Change and Ecosystems is given to students holding a Dutch or foreign diploma confirming that (s)he has gained the knowledge, insights and skills on a university Bachelor's level. Furthermore the student needs to prove that (s)he has gained the following specific knowledge, insights and skills:

- a) knowledge in the field of Environmental Sciences, Earth Sciences, Biology or Chemistry, on the advanced level of the major Environmental Sciences, Earth Sciences, Biology or Chemistry at Utrecht University, or equivalent to that level.
- b) knowledge in the field of sustainability issues.
- c) insight in Environmental Sciences, Earth Sciences, Biology or Chemistry on the advanced level of the major Environmental Sciences, Earth Sciences, Biology or Chemistry at Utrecht University, or equivalent to that level.
- d) academic and research skills of the major Environmental Sciences, Earth Sciences, Biology or Chemistry at Utrecht University, or equivalent to that level.

Sustainable Development, track Environmental Governance

Admission to the programme Sustainable Development, track Environmental Governance is given to students holding a Dutch or foreign diploma confirming that (s)he has gained the knowledge, insights and skills on a university Bachelor's level. Furthermore the student needs to prove that (s)he has gained the following specific knowledge, insights and skills:

- a) knowledge in the field of Environmental Studies, Human Geography and Planning, Public Administration and Organization Science, Economics or Social Sciences, on the advanced level of the major Environmental Studies, Human Geography and Planning, Public Administration and Organization Science, Economics or Social Sciences at Utrecht University, or equivalent to that level.
- b) knowledge in the field of sustainability issues.
- c) insight in Environmental Studies, Human Geography and Planning, Public Administration and Organization Science, Economics or Social Sciences on the advanced level of the major Environmental Studies, Human Geography and Planning, Public Administration and Organization Science, Economics or Social Sciences at Utrecht University, or equivalent to that level.
- d) academic and research skills of the major Environmental Studies, Human Geography and Planning, Public Administration and Organization Science, Economics or Social Sciences at Utrecht University, or equivalent to that level.

Sustainable Development, track International Development

Admission to the programme Sustainable Development, track International Development is given to students holding a Dutch or foreign diploma confirming that (s)he has gained the knowledge, insights and skills on a university Bachelor's level. Furthermore the student needs to prove that (s)he has gained the following specific knowledge, insights and skills:

- a) knowledge in the field of Environmental Studies, Human Geography and Planning or Social Sciences, on the advanced level of the major Environmental Studies, Human Geography and Planning or Social Sciences at Utrecht University, or equivalent to that level.
- b) knowledge in the field of sustainability issues and Development Geography.
- c) insight in Environmental Studies, Human Geography and Planning or Social Sciences on the advanced level of the major Environmental Studies, Human Geography and Planning or Social Sciences at Utrecht University, or equivalent to that level.
- d) academic and research skills of the major of Environmental Studies, Human Geography and Planning or Social Sciences at Utrecht University, or equivalent to that level.

Urban Geography

Admission to the programme Urban Geography is given to students holding a Dutch or foreign diploma confirming that (s)he has gained the knowledge, insights and skills on a university Bachelor's level. Furthermore the student needs to prove that (s)he has gained the following specific knowledge, insights and skills:

- a) knowledge in the field of Urban Geography, on the advanced level of the major Human Geography and Planning at Utrecht University, or equivalent to that level.
- b) insight in Urban Geography on the advanced level of the major Human Geography and Planning at Utrecht University, or equivalent to that level.
- c) academic and research skills of the major of Human Geography and Planning at Utrecht University, or equivalent to that level.

Water Science and Management

Admission to the programme Water Science and Management is given to students holding a Dutch or foreign diploma confirming that (s)he has gained the knowledge, insights and skills on a university Bachelor's level. Furthermore the student needs to prove that (s)he has gained the following specific knowledge, insights and skills:

- a) knowledge in the field of Earth Sciences, Environmental Sciences or Natural Sciences, on the advanced level of the major Earth Sciences or Environmental Sciences at Utrecht University, or equivalent to that level.
- b) insight in Earth Sciences, Environmental Sciences or Natural Sciences on the advanced level of the major Earth Sciences or Environmental Sciences at Utrecht University, or equivalent to that level.
- c) academic and research skills of the major Earth Sciences or Environmental Sciences at Utrecht University, or equivalent to that level.

APPENDIX 2 Structure of master programmes

Earth, Life and Climate

Theoretical courses: required electives	45 EC
Deficiency courses	0 - 15 EC
MSc research/thesis	30 - 45 EC
Individual programme/internship Obligatory 2 nd report	up to 30 EC
Additional theoretical courses, seminar modules, advanced-level courses	0 - 45 EC

Earth Structure and Dynamics

Theoretical courses: required electives	45 EC
Deficiency courses	0 - 15 EC
MSc research/thesis	30 - 45 EC
Individual programme/internship Obligatory 2 nd report	up to 30 EC
Additional theoretical courses, seminar modules, advanced-level courses	0 - 45 EC

Earth Surface and Water

Theoretical courses: required electives	45 EC
Deficiency courses	0 - 15 EC
MSc research/thesis Obligatory 2 nd report	30 - 45 EC
Individual programme/internship	up to 30 EC
Additional theoretical courses, seminar modules, advanced-level courses	0 - 45 EC

Economische Geografie

Required/theoretical	22.5 EC
Methods of research	7.5 EC
MSc research/thesis	30 ECTS

Energy Science

Required/theoretical	22.5 EC
Methods of research	15 EC
MSc thesis/internship	45 - 60 EC
Elective	22.5 - 37.5 EC

Geo-communicatie

Required/theoretical	30 EC
Individual project/internship	7.5 - 15 EC
MSc research/thesis	15 - 22.5 EC

Geographical Information Management and Applications

Required/theoretical	40 EC
Methods of research	20 EC
MSc research/thesis	30 EC
Internship or Individual programme	30 EC

Human Geography and Planning

Required/theoretical	60 EC
Elective	15 EC
MSc research/thesis	45 EC

International Development Studies

Required/theoretical	20 EC
Methods of research	10 EC
MSc research/thesis	30 EC

Marine Sciences

Theoretical courses	45 EC
Elective courses	15 - 30 EC
MSc research/thesis/individual programme/internship	30 - 45 EC
Obligatory 2 nd report	15 - 30 EC

Planologie

Required/theoretical	22.5 EC
Methods of research	7.5 EC
MSc research/thesis	30 EC

Science and Innovation Management

Required/theoretical	37.5 EC
Methods of research	22.5 EC
MSc research/thesis	45 EC
Elective	15 EC

Sustainable Development

Required/theoretical	45 EC
Methods of research	15 EC
MSc research/thesis	30 - 45 EC
Elective	15 - 30 EC

Sustainable Business and Innovation

Required/theoretical	45 EC
Methods of research	15 EC
Msc thesis/internship	45 EC
Elective	15 EC

Urban Geography

Required/theoretical	22.5 EC
Methods of research	7.5 EC
MSc research/thesis	30 EC

Water Science and Management

Required/theoretical	75 EC
MSc research/thesis (obligatory external internship format)	30 - 45 EC
Elective/MSc individual programme	0 - 15 EC

Regulations of the Board of Examiners

Academic year 2014-2015

(Rules & Guidelines pursuant to art. 7.12b, paragraph 3 of the Higher Education and Research Act)

Adopted by the Board of Examiners of the Graduate School of Geosciences at Utrecht University, on June 17th, 2014. These Regulations take effect on 1 September 2014.

The Board of Examiners of the Graduate School of Geosciences will consist of a Central Board of Examiners and three Executive Chambers. The Executive Chambers will independently implement the examination policy within the framework set by the Central Board of Examiners of the Graduate School of Geosciences. The Central Board of Examiners of the Graduate School of Geosciences will consist of the chairs of the Executive Chambers. The Central Board of Examiners of the Graduate School of Geosciences will set a framework for and supervise examinations. It will determine the examination policy and set frameworks in the form of regulations and procedures. The Central Board of Examiners will annually define the Board of Examiners' regulations. In addition, as part of its supervisory role, it will monitor the quality of the Chambers' decisions and their implementation of the examination policy.

Requests to the Board of Examiners will be submitted centrally and subsequently assigned to the individual Executive Chambers by the Central Board of Examiners.

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PARAGRAPH 1 – GENERAL STIPULATIONS

art. 1 – scope of application

These Regulations apply to the interim and final examinations of the study programme(s) Development Studies, Earth Sciences, Environmental Sciences, Geographical Sciences, Human Geography, Human Geography and Planning (research), Planning, Science and Innovation Management and the Master's programme Energy Science.

The terms defined in the Education and Examination Regulations of this study programme also apply to these Regulations.

art. 2 – board of examiners

1. The board of examiners will appoint a member from its ranks who is charged with managing the daily course of affairs of the board of examiners.
2. The board of examiners will take decisions by an ordinary majority of votes. If the votes are equal, the student or his or her request is rejected.
3. The board of examiners must take a decision within six weeks of receipt of an application.
4. Decisions taken by a Board of Examiners will be recorded in minutes. These minutes will be approved, at least by or on behalf of the chair.
5. Each year, the Board of examiners will draw up a report on its work in each academic year and provide this report to the Dean no later than on the 1st December following the academic year in question.
6. The Board of Examiners will be supported in its work by an official secretary. This official secretary will not sit on the Board of Examiners. The official secretary will ensure:
 - a. preparation, convocation and keeping of minutes at the meetings;
 - b. monitoring of the implementation of decisions taken;
 - c. communication of decisions taken to students and other interested parties;
 - d. drawing up regular reports;
 - e. archiving requests processed, objections and decisions taken.

art. 3 – standards

In its decisions, the Board of Examiners will be guided by the following standards:

- a. the retention of quality criteria in an examination or test;
- b. efficiency requirements, expressed inter alia in efforts to:
 - limit as far as possible loss of time for students, who can thereby make rapid progress which their studies;
 - motivate students to terminate their studies as quickly as possible, if it is unlikely that they will pass an examination or test;
- c. protecting students from themselves in the event that they wish to take on an excessive study load;
- d. leniency in relation to students who, through factors outside their control, have experienced delays in the progress of their studies.

art. 4 – examiners

1. Members of the academic staff who are charged with teaching a course will be responsible as examiners for the testing of the course. The board of examiners may appoint other members of the academic staff and experts outside the study programme as examiners.
2. The Board of Examiners may withdraw the appointment as an examiner in the event that the examiner fails to comply with the applicable legislation or regulations or guidelines of the Board of Examiners, or if the competence of the examiner in the area of examinations (creating, invigilating, assessing thereof) repeatedly proves to be of insufficient quality.

PARAGRAPH 2 – ORGANISATION OF TESTS AND GOOD PROCEDURE

art. 5 – times of interim examinations

1. Written interim examinations are to be administered at times set by the board of examiners at least 14 days before the start of the term in question.
2. In setting the times of interim examinations, the board of examiners must prevent as far as possible that interim examinations overlap.
3. Changes to times set may be made only in cases of force majeure.
4. If possible, oral interim examinations are to be administered by the examiner(s) in question at a time set after consulting with the student.
5. The times of written resit examinations will be determined and announced at least two weeks in advance. At least five working days will pass between the announcement of the results and the resit examination.

art. 6 – registration for interim examinations

1. Participation in a written examination is possible only after proper and timely registration through Osiris Student within the university course registration period (see www.uu.nl/inschrijfperiodes).
2. The board of examiners may allow departure from the period referred to in paragraph 1 if the student demonstrates that he or she is prevented from registering in time by force majeure.

art. 7 – withdrawal from interim examinations

1. If the student fails to appear at the interim examination at the time for which he or she has registered, or cancels in fewer than ten working days before that time, he or she will be excluded from participation in that interim examination in the current course year.
2. The board of examiners may decide to allow participation nevertheless if the student demonstrates that he or she was prevented from participating in or withdrawing in time from the interim examination by force majeure.

art. 8 – order during a final or interim examination

1. The examiner (*alternatively: the board of examiners*) must see to it that an adequate number of invigilators are appointed for the written interim examinations, who see to it that the examination runs properly.
2. The student must identify himself/herself on request by or on behalf of the board of examiners by his or her student card and a valid proof of identity. Admission to the interim examination will be denied if the student is unable to identify himself/herself.
3. The student must follow instructions of the board of examiners, or the examiner or invigilator, which are given before, during and after the interim examination.
4. Should the student fail to follow one or more instructions as referred to in the third paragraph, he or she may be excluded by the board of examiners or examiner from further participation in the interim examination in question. As a consequence of the exclusion, no result will be determined for that interim examination. Before the board of examiners takes a decision, at the student's request, they must give him/her the opportunity to be heard on the matter.
5. The duration of an interim examination must be such that students reasonably have enough time to answer the questions.
6. Latecomers will be admitted to an interim examination 30 minutes at most after the start of the examination. If a student is prevented by force majeure from being present within this time limit, the board of examiners, or examiner, will decide whether he or she can still be admitted to the interim examination.
7. Students may not leave the room where the interim examination is being administered within 30 minutes of the start of the examination.
8. After the participants have left the room, no more latecomers will be admitted to the interim examination.
9. Students must hand over their bags, coats and electronic devices to the invigilators at the start of the interim examination.
10. Students who prove to be in possession of mobile phones or other electronic devices during the interim examination will be excluded from further participation in that interim examination.

PARAGRAPH 3 – ASSESSMENT OF TESTS, THESIS

art. 9 – questions and assignments

1. The board of examiners must see to it that written interim examinations are to be marked on the basis of predetermined, written standards, possibly adjusted on the basis of a correction.
2. If more than one examiner is involved in the marking of an interim examination, the board of examiners must see to it that all examiners mark it on the basis of the same standards.
3. The manner of marking must be such that the student can check how the result of his or her interim examination was reached.
4. The last mark given will apply to the assessment of the result of an interim examination/course.

art. 10 – assessment of thesis, research assignments, theses

1. The Board of Examiners will ensure that the assessment criteria for the thesis, research assignments and theses are adopted and that these are included in the course or thesis manual.
2. In practical exercises, if several students contribute to the result of a single project, the board of examiners will use the following guidelines:
 - agreements on the division of tasks among the students who are to perform the work must be set out in writing by the examiner(s) responsible prior to the start of the work;
 - students will be assessed individually on the basis of the work they have performed.
3. A thesis (possibly add master's research etc.) must be marked by two examiners. The classification is to be made by determining the average of the marks given by these examiners. If the examiners' marks differ by more than 2 points, the board of examiners will take a decision on the classification. This decision will be binding on all parties.
4. The examiners will provide insight, using an assessment form, into the way in which the final assessment has been reached.

art. 11 – subsequent discussion

1. As soon as possible after the result of an oral interim examination is announced, if a student so requests or on the initiative of the examiner, a subsequent discussion will be held between the examiner and the student, in which the examiner will give reasons for the decision.
2. During a period of 30 days, starting on the day after the results of a written interim examination were announced, the student may request the examiner to hold a discussion. The discussion will be held at a place and time determined by the examiner.
3. If a collective discussion is organized, the student can submit a request as referred to in the second paragraph only if he or she was present at the collective discussion and he or she gives reasons for that request, or if he or she was prevented by force majeure from attending the collective discussion.
4. The provisions of the preceding paragraph will apply *mutatis mutandis* if the examiner offers the student the opportunity to compare his or her answers with model answers.

PARAGRAPH 4 – ASSURING THE QUALITY OF EXAMINATION

art. 12 – assuring the quality of testing

The Board of Examiners will ensure that:

- a. an examinations policy/plan is in place, and that this is implemented
- b. examinations are created in line with the learning aims and final terms of the course in question
- c. uniform agreements are entered into on the way in which examinations are created

art. 13 – determination of the quality of testing

1. The testing panel is charged with the provision of analysis and advice in relation to the quality of the examinations. To this end, it will test the quality of individual examinations on the basis of random samples – and following

complaints, evaluation of results, pass rates and suchlike – in relation to the validity (they measure knowledge, skills and competences) and reliability (are they consistent and accurate) and will inform the Board of Examiners of this.

2. The Board of Examiners may grant the testing panel an assignment to provide information, undertake research and make proposals concerning the organisation of the examinations. The testing panel is obliged to perform these assignments. The testing panel is responsible in relation to the performance of these assignments to the Board of Examiners.

art. 14 – assuring the quality of examinations (final level for the graduates)

The Board of Examiners will ensure that:

- a. the final qualifications for the course as described in the Education and Examinations Regulations are translated into testable learning aims for each course
- b. there is a systematic investigation of whether there is sufficient connection between the course aims and the final terms, or the sum of the learning aims for each course corresponds to the final qualifications for that course.

PARAGRAPH 5 – EXEMPTIONS

art. 15 – exemption

1. Students wishing to receive one or more exemptions, must submit a request with grounds to the Board of Examiners. The request must be signed and contain:
 - the student's name, address and student number
 - a description of the grounds on which the exemption is being sought
 - for which course(s) the exemption is being sought
 - an authenticated copy of the student's diploma, examination results or proof of examinations previously taken
 - and/or a description of the knowledge and experience the student has obtained outside of higher education, accompanied by the relevant documents showing this.
2. The Board of Examiners will submit the request for advice to the examiner(s) charged with the teaching of the course(s) for which the exemption is being sought.
3. The Board of Examiners will decide within 6 weeks of the date of receipt of the request on whether the exemption will be granted. Exceptions are the summer vacation period and during the fieldwork period.

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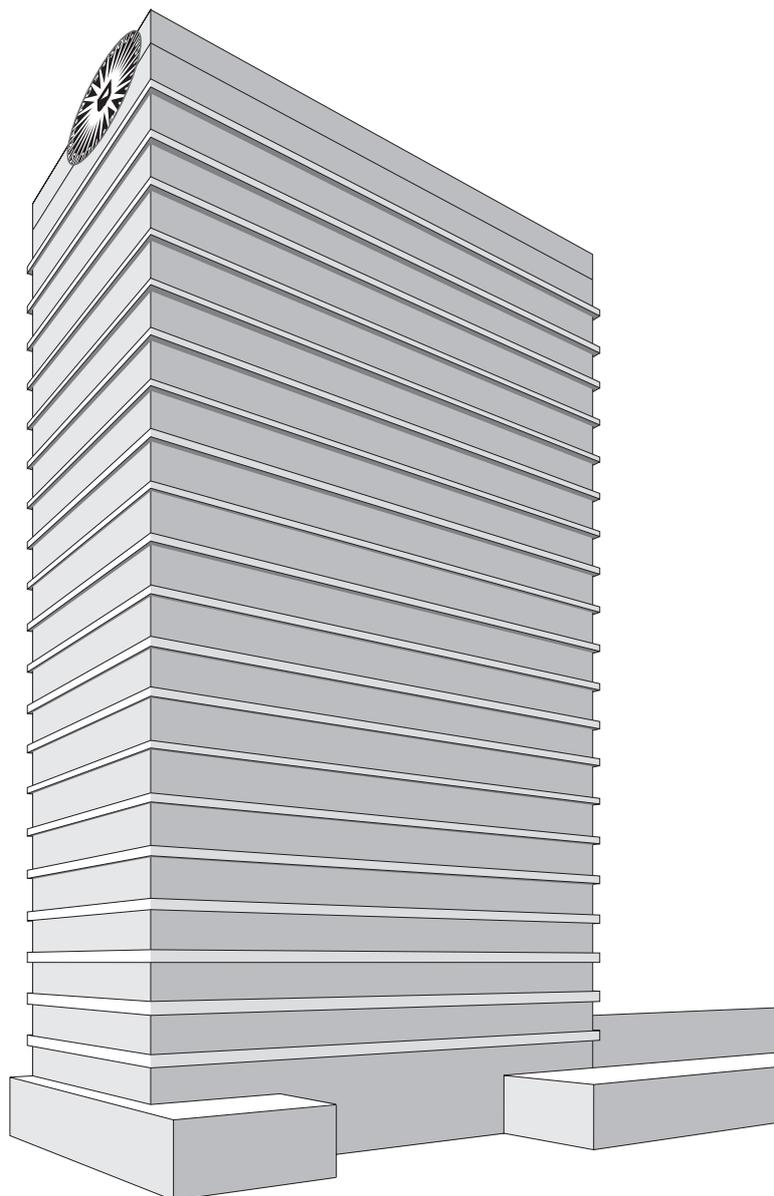
Section: Secretariat

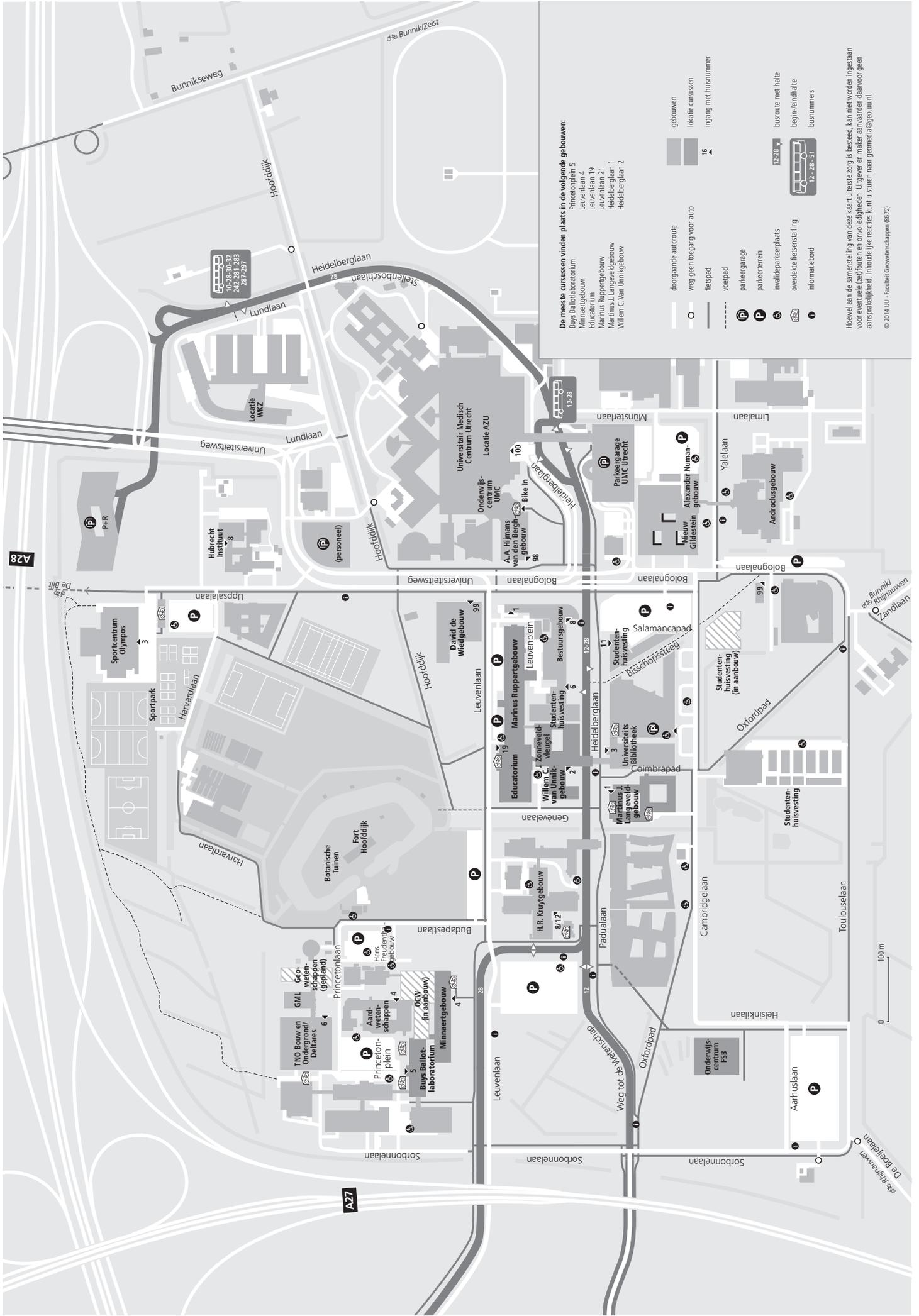
Name	Title	Postion	Room	Telephone	E-mail	Personal page
Christian-van der Meer, Tibisay		Secretaresse SG&PL	6.01	030-2531399	t.christian@uu.nl	http://www.uu.nl/staff/TAvanderChristianvanderMeer
Savidis, Annemarie		Secretaresse SG&PL	6.01	030-2531399	a.d.savidis@uu.nl	http://www.uu.nl/staff/ADSavidis

Van Unnikbuilding

Floor

- 11th** Environmental sciences
- 10th** NW&I
- 7th** Faculty Board
- 6th** Urban Geography
Economic Geography
Secretariat SGPL
- 4th** GIS/Methods and
Techniques
Planning
- 3th** Regional Geography
Geocommunication
Study advisor SGPL
- 2nd** Lecture rooms Geosciences
- 1st** Computer labs
Computer helpdesk
Traverse to Library
- Gf** Student Desk Geo





De meeste cursussen vinden plaats in de volgende gebouwen:

- Princetoplein 5
- Byus Ballotlaboratorium
- Minnaertgebouw
- Educatatorium
- Leuvenlaan 4
- Leuvenlaan 19
- Leuvenlaan 21
- Leuvenlaan 1
- Heidelberglaan 1
- Heidelberglaan 2
- Marinus Ruppertgebouw
- Marinus J. Langeveldgebouw
- Willem C. Van Unnikgebouw

- gebouwen
- lokatie cursussen
- ingang met huisnummer
- 16
- doorgaande autoroute
- weg geen toegang voor auto
- fietspad
- voetpad
- parkeergaarde
- parkeerterrein
- invalideparkeerplaats
- overdekte fietsenstalling
- informatiebord
- 12-28
- busroute met halte
- begin-/eindhalte
- busnummers
- 12-26-51

Hoewel aan de samenstelling van deze kaart uitgebreide zorg is besteed, kan niet worden ingestaan voor eventuele (re)fouten en onvolledigheden. Uitgever en maker aanvaarden daarvan geen aansprakelijkheid. Inhoudelijke reacties kunt u sturen naar geometrie@geometrie.uu.nl.

0 100 m

Important information for students/ Where are ...? Services

Osiris Student An online computer system of Utrecht University, with available courses, study results and personal information of the students. you will receive an Osiris username and password (by ordinary mail), if not: go to the Student Service Centre with your student card.

- place for registration for courses (be mindful of registration periods!)
- notify your address changes, all university mail will be sent to this address
- find out your course results
- the course database <http://www.uu.nl/osirisstudent>, although not always complete for all courses in a year and for all the faculties

Registration for a course

Students must register for each course, irrespective of whether the course is compulsory or elective. This can be done via Osiris Student. Students are to refer to the study guide for the registration dates and to look out for announcements on the Faculty's website. An exception applies to the first two courses at the start of a new Bachelor's or Master's programme, whereby students are registered by the Geosciences Student Desk. Before the start of a course, post-registration may take place, but only for a course where places are still available. Please note that other faculties may have their own regulations and registration dates.

Re-registration

Students are required to re-register at the start of every academic year to confirm their participation in the programme. Students will receive a reminder to re-register.

E-mail

each student will be given a university email address, log in with your Solis-id and password
the faculty and university will email you regularly at your student's email, read your messages regularly. you can forward these messages to another address all staff have email addresses, formulated in the following way: firstletters.lastname@uu.nl

Student Desk Geosciences (Studiepunt)

The primary point of contact for students of the Faculty of Geosciences. It provides students with general information and answers questions about registration for courses, course timetables, examinations, grades and credits etc. Situated in the West Traverse of Van Unnik Building, Heidelberglaan 2. Tel. +31 (0)30-2539559, email studiepunt.geo@uu.nl. Open: Monday – Friday 09.30 – 12.00h and 13.00 – 16.30 h. During academic holidays limited opening hours.

Study advisor Human Geography and Planning

Study advisor is Jos Bierbooms, email: a.p.j.bierbooms@uu.nl, room 301 Unnik building He gives advice about the studies in Human Geography and Planning, problems, choices etc.

Student Service Centre (UU for U)

Offers information, advice and services concerning studies and student life
Heidelberglaan 6, tel. +31 (0)30-2537000, opening hours: Monday – Friday 11.00 – 16.00h.
Internet: <http://qdesk.uu.nl>

Complaints

For complaints or remarks about the programmes and facilities, students should first approach their lecturer before approaching the Faculty's Student Desk. If so desired, students may be directed to the faculty coordinator in charge of complaints. The Education and Examination Regulations (OER) contains information about how complaints are handled. See the Faculty's homepage www.uu.nl/geo/students

Change in master programme

Make an appointment with the study adviser. Also you have to report the changes in your enrolment in the relevant MA programme by the Students service centre (UU for U)

Course schedule

Of each course there is schedule on the website of Study Desk www.uu.nl/geo/students

Handing in assignments

Post boxes of staff members are found in front of the secretariat of SGPL (next to room 635, sixth floor Van Unnik building)

Group discussion

On the first floor of the Van Unnik building near the computer labs and in the Studielandschap (reservation is required, go to the student helpdesk, room 102)

- in the university restaurant Educatorium building in the off-peak hours
- in the Ruppert building in the Uitwijk/rest and recreation room
- on the first floor of the Langeveld building in the university restaurant, not during lunch time
- in the lounge on the first floor between Van Unnik building and the library

Information on internet

Beginning from the faculty homepage one finds information about education, research, organization and services, www.uu.nl/geo

On the pages of Students you will find information about course schedule, study guide and other practical matters: www.uu.nl/geo/students

Electronic learning environment (Blackboard)

A learning environment offers course information online. We use the system Blackboard. It provides items such as lecture notes, documents, assignments, tests, grades, surveys and discussions forums. It also allow the digital submission of assignments. www.uu.nl/blackboard

Computer Use

Computer labs on the first floor of Van Unnik building, including het Studielandschap in the corridor between Van Unnik and the Educatorium (Monday-Friday 09:00-18:00)

- labs and workplaces in the Ruppert building (Monday-Friday 09:00-18:00)
- in the university library, Heidelberglaan 3 (Monday-Friday 08:00-22:30; Saturday-Sunday 10:00-18:00), www.library.uu.nl
- info-PCs at several locations in the buildings for access to Internet and email
- for completing assignments and papers it is strongly advised to use your own computer, also for work in the evening and the weekends
- keep in mind your health while using computers (RSI)
- in most buildings on the Uithof there is a wireless internet connection: Eduroam
- for students who have to work with GIS for a longer period of time, there is the possibility to work in the GIS lab in the Van Unnik building room 422. Ask for permission first.

Computer problems

On the first floor of the Van Unnik building is a helpdesk, room 102.

Computer software

Student can buy software for personal use at reduced prices under certain conditions (student and only for personal use), software for text, calculation, statistical analysis, etc. Order from the web shop www.surfspot.nl with your Solis-id; your order will be delivered at your postal address after payment is effected.

Books and readers

In the course description in the UU coursecatalogue you can find which materials you need for a course (books, readers a.o.) Courses often use a course manual in which information on study materials can also be found. If the course is in Blackboard, the information will probably be there as well. *Books* Books are available in Academic bookstores. You can also order books at Student organisations. If you are a member you can get a 10% discount. *Readers* Recently our faculty started the project Readers on demand. Most readers can be ordered online: <http://uu.xeroxwebwinkel.nl> Available readers can be found easily if you search on 'geo'. **Order in time:** processing your reader might take up to 8 working days.

Library

University Library Utrecht (UBU) is located opposite the Van Unnik, hosts the geography section open Monday-Friday 08:00 – 22:30h, Saturday-Sunday 10.00-18.00h, www.uu.nl/library Through the website you can search for and reserve hard-copy literature and access all digital articles and books. Use you Solis-id to log in.

Map collection

The Faculty Geosciences has a huge map collection and atlases, mostly stored in the University library (6ste floor). The faculty also has a number of digital maps sources of the Netherlands and the rest of the world, information <http://bc.library.uu.nl>

Student associations

EGEA

European Geography Association. Among other activities, this students' organization organizes exchange programmes and hosts international students who come to study in the Netherlands.

More information: <http://www.egea.eu/entity/utrecht>

Helix

This is the name of a club for students of Natural Sciences and Innovative Management.

More information: <http://www.nwsvhelix.nl/>

Storm

A Utrecht University students' society for the students of Environmental Sciences.

More Information: <http://storm.geo.uu.nl/>

U.A.V.

A Utrecht University students' society for student of Geology and Geophysics.

More information: www.uavonline.nl

V.U.G.S.

A society for Utrecht Geography students. In practice, the society is especially for Utrecht SGPL students but it is also open to other students of the Faculty. It is located in the Ruppert building, room 0.05, tel. no. (030) 253 2789.

More information: <http://www.vugs.nl>

Department of Faculty of Geosciences

- Earth Sciences/(AW)
- Innovation, Energy and Environmental Sciences (IMEW)
- Human Geography and Planning (SGPL)
- Physical Geography (FG)

More information: www.uu.nl/geo

Research Institute Human Geography and Planning: URU

Urban and Regional Research Centre of Utrecht (URU) organizes research undertaken by SGPL staff under the leadership of the SGPL Research Director.

Nethur

The Netherlands Graduate School of Housing and Urban Research offers a programme for students working on their PhD, based on cooperation in research undertaken by PhD candidates and their supervisors. Nethur comprises research teams from the University of Utrecht (SGPL-URU), TU Delft, TU Eindhoven, Radboud University of Nijmegen and the University of Groningen. More information: www.nethur.nl

KNAG

Koninklijk Nederlands Aardrijkskundig Genootschap is an association of geographers in the Netherlands. More information: www.knag.nl

Board of Governors/College van Bestuur (CvB)

The University Board of Governors comprises three persons: the Chancellor or Rector Magnificus (a Utrecht University professor), the chairman and a board member ("third member"). The Board of Governors is appointed by the Minister of Education and embodies the highest office of the University. The University Council represents the university community and it has special powers.

UBU

The Library of Utrecht University, located at Heidelberglaan 3. It houses the geography collection.

Uraad

An organ of the University that comprises representatives from the staff and student body who are chosen through annual elections. The Uraad holds the rights of approval and advice.

UCU

University College Utrecht, which offers an English-language three-year Bachelor's programme.

Master Course Schedule 2014-2015

(internship and thesis included)

Periode 1	1 september 2014 – 31 oktober 2014
Tijdslot/Timeslot A Ma 9:00-12:45 (Mo) Wo 9:00-12:45 (We)	GEO4-3707 Beeldvorming: geografie en samenleving *
Tijdslot/Timeslot B Di 9:00-12:45 (Tu) Do 13:15-17:00 (Th)	GEO4-3115 Beyond planning theory GEO4-3208 Ondernemerschap in de regio
Tijdslot/Timeslot C Ma 13:15-17:00 (Mo) Do 9:00-12:45 (Th)	GEO4-3207 Multinationale ondernemingen GEO4-3505 Development theories GEO4-3306 Advanced Urban Geography – Understanding Temporal and spatial dynamics in cities
Tijdslot/Timeslot D Wo 13:15-17:00 (We) Vr 09:00-17:00 (Fr)	GEO4-3030 Advanced M&T geografie & planologie GEO4-3510 Development themes GEO4-3702 Atelier educatief ontwerpen *
Periode 2	10 november 2014 – 23 januari 2015
Tijdslot/Timeslot A Ma 9:00-12:45 (Mo) Wo 9:00-12:45 (We)	GEO4-3210 Ruimtelijk Economisch Beleid in Europa GEO4-3708 Landschap als arena
Tijdslot/Timeslot B Di 9:00-12:45 (Tu) Do 13:15-17:00 (Th)	GEO4-3112 Urban Governance (for sustainable spatial development) GEO4-3518 Advanced M&T development Studies GEO4-3608 Economic Geography
Tijdslot/Timeslot C Ma 13:15-17:00 (Mo) Do 9:00-12:45 (Th)	GEO4-3315 Track: Living in the City – Migration, residential mobility and neighbourhood effects. GEO4-3314 Track: Urban Daily Life – Cultures, consumption and mobilities GEO4-3515 Development practices
Tijdslot/Timeslot D Wo 13:15-17:00 (We) Vr 09:00-17:00 (Fr)	GEO4-3030 Advanced M&T geografie & planologie** GEO4-3310 Urban reflections in practice: fieldtrip A GEO4-3312 Urban reflections in practice: fieldtrip B GEO4-3604 Research frontiers
Valt niet binnen timeslot – dinsdagmiddag Stage/Internship Masterthesis	GEO4-3713 Onderzoek en Onderzoeksmethoden GEO4-3111 Masterstage/Masterthesis Planologie GEO4-3309 Internship Urban Geography GEO4-3313 Masterthesis Urban Geography 2-jarige educatieve master: 2 keuzecursussen (ba/ma) 1 ^{ste} jaar 2-jarige educatieve master: 1 cursus COLUU 2 ^{de} jaar

* deze cursussen worden ook aangeboden in de 2-jarige educatieve master in het 1^{ste} jaar.

** cursus 2-jarige educatieve master in het 2^{de} jaar

Periode 3	2 februari 2015 – 3 april 2015
Tijdslot/Timeslot A Ma 9:00-12:45 (Mo) Wo 9:00-12:45 (We)	GEO4-3627 Writing for Scientific Publication
Tijdslot/Timeslot B Di 9:00-12:45 (Tu) Do 13:15-17:00 (Th)	GEO4-3630 Scientific publication
Tijdslot/Timeslot C Ma 13:15-17:00 (Mo) Do 9:00-12:45 (Th)	
Tijdslot/Timeslot D Wo 13:15-17:00 (We) Vr 09:00-17:00 (Fr)	GEO4-3601 Academic competences I
Stage/Internship Masterthesis	GEO4-3212 Masterstage Economische geografie GEO4-3213 Masterthesis Economische Geografie GEO4-3705 Masterstage Geocommunicatie GEO4-3706 Masterthesis Geocommunicatie GEO4-3509 Internship/Masterthesis IDS GEO4-3111 Masterstage/Masterthesis Planologie GEO4-3309 Internship Urban Geography GEO4-3313 Masterthesis Urban Geography GEO4-3628 Masterthesis Human Geography and Planning
	2-jarige educatieve master: 2 cursussen COLUU 1 ^{ste} jaar
	2-jarige educatieve master: 1 keuze cursus COLUU 2 ^{de} jaar 2-jarige educatieve master: 1 nieuwe cursus (Trends and Topisc + excursie) 2 ^{de} jaar
Periode 4	20 april 2015 – 26 juni 2015
Tijdslot/Timeslot A Ma 9:00-12:45 (Mo) Wo 9:00-12:45 (We)	GEO4-3631 Masterthesis developing a thesis design
Tijdslot/Timeslot B Di 9:00-12:45 (Tu) Do 13:15-17:00 (Th)	GEO4-3624 Scientific research proposal
Tijdslot/Timeslot C Ma 13:15-17:00 (Mo) Do 9:00-12:45 (Th)	GEO4-3620 Advanced M&T Research Master II
Tijdslot/Timeslot D Wo 13:15-17:00 (We) Vr 09:00-17:00 (Fr)	GEO4-3116 Literatuurstudie Planologie
Geen tijdslot/Timeslot Overleg met cursus-coördinator	GEO4-3625 Academic competences II
Stage/Internship Masterthesis	GEO4-3212 Masterstage Economische geografie GEO4-3213 Masterthesis Economische Geografie GEO4-3705 Masterstage Geocommunicatie GEO4-3706 Masterthesis Geocommunicatie GEO4-3509 Internship/Masterthesis IDS GEO4-3111 Masterstage/Masterthesis Planologie GEO4-3313 Masterthesis Urban Geography GEO4-3628 Masterthesis Human Geography and Planning
	2-jarige educatieve master: 2 cursussen COLUU 1 ^{ste} jaar
	2-jarige educatieve master: Thesis (15 erts) 2 ^{de} jaar

Academic Schedule 2014-2015

Term 1

35	36	37	38	39	40	41	42	43	44	45
	1-sep 1	8-sep 2	15-sep 3	22-sep 4	29-sep 5	6-okt 6	13-okt 7	20-okt 8	27-okt 9	3-nov Education free

Term 2

46	47	48	49	50	51	52	1	2	3	4	5
10-nov 1	17-nov 2	24-nov 3 Re-exam 1	1-dec 4	8-dec 5	15-dec 6	22-dec Holiday	29-dec Holiday	5-jan 7	12-jan 8	19-jan 9	26-jan Education free

Term 3

6	7	8	9	10	11	12	13	14	15	16
2-feb 1	9-feb 2	16-feb 3 Re-exam 2	23-feb 4	2-mrt 5	9-mrt 6	16-mrt 7	23-mrt 8	30-mrt 9	6-apr Education free	13-apr Education free

Term 4

17	18	19	20	21	22	23	24	25	26	27	28	29
20-apr 1	27-apr 2	4-mei 3	11-mei 4 Re-exam 3	18-mei 5	25-mei 6	1-jun 7	8-jun 8	15-jun 9	22-jun 10	29-jun Holiday	6-jul Holiday	13-jul Re-exam 4

Holiday's

Christmas	25 en 26 December 2014
New Year	01 January 2015
Good Friday	3 April 2015
Easter (2nd day)	6 April 2015
Kings day	27 April 2015
Liberation day	05 May 2015
Ascension day	14 May 2015
Pentecost (2nd day)	25 May 2015

Re-examination

Term	Re-examination
1	week 48
2	week 8
3	week 20
4	week 29 (donderdag 16 juli 2015)*

* Because of the summer holiday it is possible that the re-examination will not be corrected within ten workdays.

Course Resistration (Osiris Student)

Term	Registration dates	Post-registration
1	2 June t/m 29 June 2014	18 en 19 August 2014
2	15 September t/m 28 September 2014	27 en 28 October 2014
3	3 November t/m 30 November 2014	19 en 20 January 2015
4	26 Januari t/m 22 February 2015	7 en 8 April 2015

Academic Year

Term	Data	Remarks
1	1 September 2014 t/m 31 October 2014	
2	10 November 2014 t/m 23 January 2015	week 52 en week 1 holiday
3	2 February 2015 t/m 3 April 2015	
4	20 April 2015 t/m 26 June 2015	