



# Academy of Theatre and Dance

## Amsterdam University of the Arts

### Education and exam regulations Master study programmes

as specified in article 7.13 of the act governing higher education and scientific research (WHW).

#### Preface

This regulation is effective from September 1, 2021 until an updated version has been approved. It applies to all students of the master study programmes of the Academy of Theatre and Dance regardless of which year they commenced with their studies.

#### Article 1: Scope

This regulation applies to the education, evaluations and exams of all higher vocational education study programmes and specializations connected with the Academy of Theatre and Dance, faculty for dance and theatre of the Amsterdam University of the Arts, namely:

- a) Master Theatre: DAS Theatre
- b) Master Choreography: DAS Choreography
- c) Master Creative producing: DAS Creative Producing

#### Article 2: Definitions

With regard to this regulation the following definitions apply:

- a) *WHW*: the act governing higher education and scientific research (WHW Stb 1992, 593 as amended hereafter);
- b) *student*: person enrolled at the Amsterdam University of the Arts with the aim of following instruction and/or participating in assessments and exams of the study programmes and specializations as specified under article 1;
- c) *Board of Directors*: board of the Amsterdam University of the Arts
- d) *study programmes*: master's degree programmes offered by the Academy of Theatre and Dance as listed under article 1;
- e) *the artistic director*: the director of the specialization in question, thereto authorized by the directorate of the Academy of Theatre and Dance;
- f) *education unit*: a semester. Each semester is an education unit. The master study programmes are made up of 4 education units/semesters
- g) *subject*: In these regulations, 'subject' generally denotes a study programme component. A programme component can have different work forms: work lectures, workgroups, training, workshops, projects, achievements, performances, etc.
- h) *integral assessment*: a review of the competencies of a student at the end of each semester, as well as the results of that review which if positive, will justify granting study credits for the whole semester. This review is bound to the same legal rules

as the results of an examination, as specified in article 7.10, first paragraph WHW;

- i) *subject assessment*: result of the assessment of an individual subject or programme component that can take different forms: written, oral, permanent feedback, presentations, achievements, products, etc. These subject assessments are included and weighed in the subject transcending integral semester assessment.
- j) *exam committee*: the exam committee as specified in article 7.12 WHW, is responsible for, among other things, appointing a (committee) of examiners, monitoring the quality of the assessments, tests and examinations, granting dispensations, countering fraud, laying down guidelines and instructing the (committee of) examiners/the term review meeting and awarding certificates;
- k) *examiner*: the artistic director, teacher or external evaluator appointed by the exam committee, in charge of assessments, tests and/or exams within a certain programme.
- l) *term review meeting*: the artistic director, tutors, teachers and external evaluators appointed by the exam committee responsible for the assessments, tests and/or examinations within a master programme. Assessment meeting participants qualify as examiners in accordance with article 7.12c of the WHW;
- m) *competencies*: a set of final qualifications determined by the professional field, specifying the level of competency a student must have attained on concluding their study;
- n) *dispensation*: decision by the exam committee in accordance with these regulations to grant a student dispensation for (the assessment of) a certain study component/ sum of study components;
- o) *study credit*: (also EC –European Credit): unit used to denote the study load of each study programme, specialization and education unit. The study load for one academic year is sixty study credits on a full-time basis. Sixty study credits are equivalent to 1680 study hours;
- p) *final exam*: the final integral assessment;
- q) *Academy Council and Study Programme Committee*: in compliance with the co-determination regulation of the AHK.

### **Article 3: General goal of the study programmes**

1. The goal of the Academy of Theatre and Dance study programmes is to train students to become competent, capable and committed performing and creative artists, professional employees and teachers who can pursue a lifelong career in the performing arts, art education and culture. To this end, study programmes make use of competencies partly determined by the professional field.
2. All study programmes use these defined competencies - that have been further developed to create behavioural indicators - as criteria for the assessment of students. Where necessary, certain study programmes have expanded the behavioural indicators that serve as assessment criteria, to make them more compatible with demands that apply in a specific work field or a particular vocation for which the study programme trains students.
3. Competencies and behavioural indicators of the different programmes are listed in the study guide or study manual.

### **Article 4: Duration, structure and language of instruction**

1. The masters DAS Theatre and DAS Choreografie are two year full-time programmes with a studyload of 120 study credits. The master Creative Producing is a two year part-time programme of 60 study credits.
2. Education is divided annually into two semesters. One semester consists of different subjects or programme components.
3. The contents of the individual subjects, including the study load in hours, the learning goals, work forms, compulsory study material and manner of assessment, is outlined in the study guide of the relevant study programme or specialization or in a formal supplementary document.
4. The language of instruction for the study programmes DAS Creative Producing is Dutch. For DAS Choreography and DAS Theatre the prescribed language is English, because of the international population and work field.
5. Candidates with a mother language other than Dutch/Flemish or students with a mother language other than English who apply for one of the study programmes mentioned in section 4 must demonstrate sufficient language proficiency during the selection procedure, depending on the language of instruction of the study programme they are applying for.
6. The language requirement is that students must have a command of the language of instruction of the study programme - or in case of a bilingual study programme: one of the two instruction languages - with as guidelines for Dutch: level B2 of the European reference framework, NT2 or CNaVT. For English, the following applies: IELTS 5.5, TOEFL or Cambridge B2 First. The exact level requirements for each language are listed on the application websites of the ATD.
7. If during the admission procedure it appears that a candidate does not meet the language requirement of the programme as mentioned in paragraph 6 and the programme still wishes to admit the candidate, the candidate must follow a compulsory language course, which will be concluded with a test in mid-August to determine the language level achieved by then.
8. Based on the result of this test, there are three possibilities:
  - a. The student's language proficiency is at level B2; the student is admitted and can be enrolled.
  - b. The language proficiency is at level B1; the student is admitted and enrolled but has to follow an in-depth course to bring his language proficiency up to the required level before the Christmas break. This in-depth course is also concluded with a test.
  - c. The student's command of the language is insufficient to be able to follow the study programme successfully; the student will not be admitted and cannot enrol.

These possibilities will be communicated to the student prior to the course.

### **Article 5: Exams**

1. All master study programmes have a final exam.
2. To complete the exam, all integral assessments (exams according to article 7.10 paragraph 1 of the WHW) of education units that make up a study programme must have been successfully concluded.

### **Article 6: Tests and assessments**

### *Integral assessment*

1. To assess student progress, the Academy of Theatre and Dance uses a system of integral, inter-subjective evaluations per semester. The term review meeting appraises the study progress of a student during the semester in question by assessing subjects or components of the semester (as specified in paragraph 8 & 9) and evaluating the integral (subject transcending) development of a student. The competencies a student must master as specified in article 3, paragraph 2 are used as criteria.
2. In the master study programmes the integral assessment can be adapted to suit the (individual) education programme of the student. An integral assessment will take place in accordance with agreements stipulated in the study- or graduation plan of the student in question.
3. Study credits are only awarded on the basis of a positive integral assessment. This centres on the educational vision that subject-transcending development of a student leads to them mastering the required competencies. Optimal stimulation of a student's talent and the creation of opportunities are of prime importance. The results of the individual subjects will be included in the assessment of the integral development of a student.
4. An integral assessment results in a positive or negative verdict as determined by the term review meeting. It can award 30 study credits per semester - or at the master DAS Creative Producing 15 study credits - as defined in article 8 and 8a.
5. With the study credits awarded, feedback will generate a better perception of the result by giving a qualitative account of the achievements and development of the student. A written report of this feedback will be added to the student's dossier.
6. If necessary, the term review meeting can link this result to individual learning aspects or other points of interest. The following integral assessment will evaluate progress made regarding these learning aspects or points of interest (see also article 8 and 8a paragraph 3 & 4).
7. The result of the integral assessment will be discussed with students individually or in a group at the latest 15 working days or three weeks after the integral assessment has taken place. Each student will receive an individual report of their integral assessment.

### *Exams and assessments of individual subjects*

8. In principle individual subjects are concluded with an assessment which gauges if a student has realized the learning goals of a particular subject. The results of the individual subject assessments will be included in the integral assessment, as described in paragraph 2.
9. The result of an individual subject assessment is given in the form of a three- or five point scale, ranging from unsatisfactory to good/excellent, a figure on a ten point scale or a different assessment scale. On a ten point scale, 5,5 constitutes a satisfactory mark, on a five point scale, 3,0 and on a three point scale, 2,0.
10. If a written assessment has taken place, for example in the case of a factual exam, assignment or essay etc., the teacher is obliged to correct the written assessment within 10 working days/2 weeks and allow the student in question insight in their corrected exam. In the case of a thesis or final essay, the deadline for correcting and insight is 20 working days/4 weeks, after which the student is obliged to make an appointment for insight within 2 weeks.
11. If a subject assessment is unsatisfactory, a resit generally takes the form of an extra assignment as specified in article 8 and 8a, paragraph 4.

12. The study guide state whether resitting a written exam in the course of an academic year is permitted.

### **Article 7: Nonattendance and admission to assessments**

1. All courses are subject to a student attendance requirement of 90%. How this attendance is interpreted and given shape to the study programme must be clearly described in the study guide and must be maintained. If the student has not fulfilled this attendance obligation, the student cannot be assessed and the part cannot be completed.
2. If a student has an active attendance rate of less than 90% but more than 70%, the teacher after consulting with the artistic director, can still decide in the light of personal circumstances (see paragraph 5) to admit the student to the assessment or evaluation on the basis of information supplied by the student in question.
3. If during a semester a student has not complied with the attendance rate as specified in paragraph 1 for one or more subjects, the reasons and consequences of this absenteeism will be discussed during the integral assessment and recorded in the report. In such a case the term review meeting may decide to bar the student from taking part in the integral assessment which will prevent the granting of study credits. The meeting decides whether, and if so how, this backlog can be made up.
4. If a student has a valid reason for not being able to complete an individual subject, the term review meeting will decide how this can be resolved. Personal reasons as described in the paragraph 5 and circumstances beyond one's control qualify as valid reasons.
5. The personal circumstances are:
  - a. illness of the student in question;
  - b. physical, sensory or other functional disorders;
  - c. pregnancy of the student;
  - d. exceptional family circumstances;
  - e. membership of the Hogeschoolraad (University Council), Academy Council or Study Programme Committee;
  - f. other circumstances – to be defined by the hogeschool – for which the student in question develops activities relating to the organization and administration of hogeschool affairs;
  - g. membership of the board of directors of a student organization of considerable size with complete legal capacity, or a similar large scale organization that develops activities to promote causes in the general public interest.
6. If a student is prevented from taking part in one or more meetings due to the absence of a teacher, they will be deemed to have attended.

### **Article 8: Granting of study credits in the masterprogrammes DAS Choreography and DAS Theatre**

1. At the end of each semester the term review meeting grants study credits according to the following conditions.  
Each semester has a study load of 30 study credits, divided as follows:
  - 20 study credits based on active attendance of classes/education participation;
  - 10 study credits based on a positive result for the integral assessment.

How study credits are granted and possible deviations from the above rule are explained in the study guide of the relevant study programme or specialization.

2. Per semester 20 study credits are awarded if a student complies with the attendance and participation demands as specified in article 7 and 10 study credits are given for a positive integral assessment as defined in article 6, paragraph 3.
3. If a certain study component(s) have not yet been successfully completed but the integral assessment is positive, the term review meeting may decide to award the 10 study credits for the integral assessment only when those study component(s) have been satisfactorily concluded. In consultation with the teachers in question, the student must complete one or more assignments in the following semester or work specifically on improving certain features.
4. If the result of a semester's integral assessment is negative, it means the student's development is insufficient and they must complete one or more extra learning assignments. These will be evaluated during the next integral assessment.
5. If, as stated in the former paragraph, extra learning assignment(s) are allotted, these must be accompanied by learning goals and conditions regarding results to be achieved. These assignments will be written down so that all teachers know what is expected of a student and what criteria need to be met in order to realize a positive assessment at the next integral assessment meeting.
6. The extra learning assignment(s) will be discussed with the student and communicated to all teachers involved.
7. The student is responsible for scheduling the execution of these extra assignment(s) and showing what progress has been made.
8. If the integral assessment of the following semester in the same academic year and the assessment of the extra learning assignment(s) yields a positive result, 10 study credits will be granted and the student will also receive 10 study credits retrospectively for the integral assessment of the first semester.
9. If the points for attention referred to in paragraph 3 & 4 are not positively reviewed at the end of the academic year, the student must repeat the assignments or the whole study year.
10. Study credits for a semester are granted only once. Participation demands specified in article 7 will apply again if a student repeats the first or subsequent year or a certain semester due to a negative assessment or for other reasons. The student must comply with attendance requirements before they can be assessed.
11. If a student's attendance rate during the first or second semester is insufficient, the term review meeting can, in rare cases and after permission from the exam committee, give the student one or more supplementary assignments to complete. These assignments are tied to clear agreements about the time limit within which they should be completed and assessed. The student will only receive the relevant study credits after a positive assessment has taken place. In the meantime, the student can continue their study.
12. If a student prematurely terminates their student registration, the study credits for active class attendance and study credits obtained in the integral assessment will be granted for the period they followed classes.

#### **Article 8a: Granting of study credits in the masterprogramme DAS Creative producing**

1. At the end of each semester the term review meeting grants study credits according to the following conditions.  
Each semester has a study load of 15 study credits, divided as follows:
  - 10 study credits based on active attendance of classes/education participation;
  - 5 study credits based on a positive result for the integral assessment.How study credits are granted and possible deviations from the above rule are explained in the study guide of the relevant study programme or specialization.
2. Per semester 10 study credits are awarded if a student complies with the attendance and participation demands as specified in article 7 and 5 study credits are given for a positive integral assessment as defined in article 6, paragraph 3.
3. If a certain study component(s) have not yet been successfully completed but the integral assessment is positive, the term review meeting may decide to award the 5 study credits for the integral assessment only when those study component(s) have been satisfactorily concluded. In consultation with the teachers in question, the student must complete one or more assignments in the following semester or work specifically on improving certain features.
4. If the result of a semester's integral assessment is negative, it means the student's development is insufficient and they must complete one or more extra learning assignments. These will be evaluated during the next integral assessment.
5. If, as stated in the former paragraph, extra learning assignment(s) are allotted, these must be accompanied by learning goals and conditions regarding results to be achieved. These assignments will be written down so that all teachers know what is expected of a student and what criteria need to be met in order to realize a positive assessment at the next integral assessment meeting.
6. The extra learning assignment(s) will be discussed with the student and communicated to all teachers involved.
7. The student is responsible for scheduling the execution of these extra assignment(s) and showing what progress has been made.
8. If the integral assessment of the following semester in the same academic year and the assessment of the extra learning assignment(s) yields a positive result on development, 5 study credits will be granted and the student will also receive 5 study credits retrospectively for the integral assessment of the first semester.
9. If the points for attention referred to in paragraph 3 & 4 are not positively reviewed at the end of the academic year, the student must repeat the assignments or the whole study year.
10. Study credits for a semester are granted only once. Participation demands specified in article 7 will apply again if a student repeats the first or subsequent year or a certain semester due to a negative assessment or for other reasons. The student must comply with attendance requirements before they can be assessed.
11. If a student's attendance rate during the first or second semester is insufficient, the term review meeting can, in rare cases and after permission from the exam committee, give the student one or more supplementary assignments to complete. These assignments are tied to clear agreements about the time limit within which they should be completed and assessed. The student will only receive the relevant study credits after a positive assessment has taken place. In the meantime, the student can continue their study.

12. If a student prematurely terminates their student registration, the study credits for active class attendance and study credits obtained in the integral assessment will be granted for the period they followed classes.

### **Article 9: Admission**

1. Students can apply for admission if they have a bachelor diploma in a relevant discipline or study field or can demonstrate they possess a similar level of proficiency.
2. Admission occurs on the basis of a selection procedure and a personal study plan.

### **Article 10: Content masterprogrammes**

1. After a student has been admitted to the study programme, they will further work out a written study plan based on the competencies they hope to achieve, the individual learning goals and the free options offered by the study programme.
  - a. The personal study plan can be amended during the course of the study.
  - b. Some components from the personal study plan having a binding character and at a certain time - as specified in the study guide - will be underwritten by the student and the artistic director.
2. The content of the masterprogrammes is written in the study guide or study manual.

### **Article 11: Final exam**

1. At the end of the graduation phase in the last integral assessment, after or during a so-called concluding talk, the term review meeting of the study programme will assess whether the final exam has been successfully completed.
2. In the master DAS Theatre and DAS Choreography, among other issues, the term review meeting will take into consideration the following aspects of which a detailed outline has been given in the study plan:
  - a. observance of agreements recorded in the last version of the personal study plan;
  - b. whether the relevant competencies been mastered, partly on the basis of individual learning goals as stipulated in the study plan.
3. In the master DAS Creative Producing the term review meeting will take into consideration the aspect that were outlined in the masterproof, the end assignment of module 4:
  - a. finishing the final assignment with a positive result;
  - b. whether the relevant competencies been mastered as stipulated in the study guide.
4. If the master degree student has attained 120 study credits, for the master DAS Creative Producing 60 study credits, in accordance with requirements for this ruling, he or she will be awarded the final exam certificate by the exam committee, listing the appropriate degree, Master of Arts.
5. The exam committee will not award the certificate before it is convinced that all appropriate registration conditions have been met.

### **Article 12: Resit final exam**



1. If one or more components of the final exam are assessed and judged to be unsatisfactory, the term review meeting will decide if a student may repeat these study components or to extend the graduation phase.
2. The term review meeting determines the content of the exam the student must repeat or the extension of the graduation phase.
3. When repeating study components, students are offered the same facilities and support as during their first attempt.
4. After this second chance, a student's right to participate in projects, study or thesis assistance elapses unless the head of studies decides otherwise.

### **Article 13: Results of the assessments and the final exam**

1. In principle, the results of the assessments are no later than one week after the term review meeting in question.
2. At the latest, a student will receive written notification or confirmation of their results, four weeks after the last integral assessment (the final exam) has taken place.

### **Article 14: Dispensations**

1. The exam committee can decide to grant dispensations for one or more assessments or one or more components of the programme on the basis of previously acquired competencies, if the student complies with one of the following conditions:
  - a. a successfully completed assessment of a study component, comparable with regard to content and study load, of a similar study programme in or outside the Netherlands, to be evaluated by the study directorate;
  - b. proof of activities undertaken during a number of years in a field relevant to the assessment in question and/or profession resulting in the candidate acquiring similar competencies as if they had followed a comparable study programme or a part thereof, to be considered by the study directorate.
2. A written proposal for dispensation will be submitted by the study directorate to the exam committee, along with supporting documents supplied by the student in question.
3. The exam committee will decide whether or not to grant a dispensation within four weeks at the latest, not including holidays.
4. A dispensation for a certain study component means that the student in question does not follow classes, does not sit exams and is not evaluated with regard to that particular study component. Nor is work from that study component added to the student's dossier. Possible study credits for the study component in question will be awarded without question unless the exam committee decides otherwise.
5. The dispensation policy is outlined in the study guide of the relevant study programme or specialization.
6. The dispensations granted are added to the student file/dossier.

### **Article 15: Study progress and study guidance**

1. The artistic director is responsible for the registration of the study results. Via the secretariat of the relevant study programme, students have access to their attained results.
2. A dossier of each student is compiled. This 'student dossier' contains among other things, the diploma of the preparatory training the student has followed or similar evidence of the proficiency level attained, the application form, report or survey of the audition results, reports of the integral assessments and the attained study results, the assessments of individual subjects, evaluation by the exam committee regarding the student, graduation plan/agreement.
3. The study programme is responsible for facilitating student study orientation with regard to possible study courses in and outside the study programme. As described in the study guide, artistic directors and mentors offer guidance and help students with study advice.

### **Article 16: Temporary study deferment and study termination**

1. A student may submit a motivated request to the study directorate asking permission to interrupt their study for a certain period. The study directorate will decide whether or not to honour the request.
2. If the study directorate grants the request, it will draw up an agreement with the student prior to the study adjournment, defining the time schedule and conditions according to which the student is authorized to resume their studies. These agreements are recorded in writing and jointly signed by the study directorate and the student and added to the student dossier.
3. A student must deregister as a condition for study deferment.
4. The maximum duration of an authorized study deferment is 12 months.
5. If a student exceeds the time limit of the deferment agreed upon, also if this falls within the maximum period of 12 months, he or she must reapply for admission.
6. To preside over the admission procedure outlined in paragraph 5, the study directorate will appoint a selection committee that decides if, and at what level, the student can renew their studies and which study components from the previous study phase must still be finalized or repeated. This proposal will be submitted to the exam committee for approval.
7. A student who breaks off their study prematurely for more than 12 months without observing the conditions as listed in paragraph 1 & 2 and deregisters, is regarded as a study drop-out.
8. If special, personal circumstances as described in article 7 paragraph 5 (a through d) can be shown to be the cause of a study adjournment which does not exceed 12 months, the student has the right to resume their study. In such a case, the study directorate and the student must make agreements about preconditions for continuing with the study programme.
9. When a student wishes to resume their study after an authorized interruption of longer than 12 months, it will be determined in consultation with the study directorate if previously acquired skills and know-how are still sufficiently up-to-date or if a number of supplementary assignments need to be completed to renew expertise acquired in the past.
10. The regulation for temporary study deferment does not apply to students from outside the EEA (visa compulsory). An individual solution for these students will be sought.

### **Article 17: Studying with a disability**

1. A student with a disability may submit a written request to the examination board via the student counsellor for adjustments in assessment or examination that are adjusted as much as possible to their individual disability, as long as the content of the examination remains unchanged and the competences tested are the same.
2. In the case of a request for the most common adjustments, the dean decides on behalf of the examination committee. Such as: extending the duration of the test/task/examination, allowing the use of certain aids, or doing the test/task/examination in an adapted form (such as orally instead of in writing).
3. In all other cases, in case of doubt or disagreement, the exam committee will decide which adjustments will be allowed. Before deciding, the exam committee may seek professional advice or request a medical certificate (or similar).

### **Article 18: Fraud and plagiarism**

1. If, during a test or any other form of evaluation, the examiner or supervisor suspects a student of fraud, they must report it in writing to the exam committee as soon as possible.
2. The exam committee will decide within two weeks what action to take. The exam committee will not make a decision before hearing the student or before they have been summoned to explain the occurrence. A report will be made of the hearing.
3. The exam committee's decision will be set down in writing and may have as consequence that the student is barred from resitting the component connected with the fraud for a certain time. The decision may also be extended to cover components connected to the same subject.
4. Plagiarism is understood to mean appropriation of images-, sound- or text material without acknowledgements or presenting another person's images, text, information or ideas as your own work. If plagiarism is established, paragraphs 1 through 3 apply.
5. If fraud or plagiarism occurs with the permission and/or aid of a fellow student, they are an accessory and will be held accountable according to the same procedures and sanctions.

### **Article 19: Disruptions and possible courses of action.**

1. If students through their behavior, comments or systematic unauthorized absenteeism disrupt the progress of their own learning process and/or that of their fellow students, they will be reprimanded by the study directorate, urged to improve their behavior and continue their study in an accepted manner.
2. If, after talking with the study directorate, the student's attitude and behavior does not improve within one or two weeks, or if the student is repeatedly cautioned about their behavior, comments or systematic unauthorized absenteeism as described in paragraph 1, the study directorate can, after seeking advice from the student counselor, ask the directorate in accordance with the house rules listed in the study guide, to take disciplinary action.
3. If the student does not keep to the conditions of the disciplinary action, the directorate acting on behalf of the Board of Directors, after hearing both sides and possibly obtaining advice from the student counselor, can refuse the student entry to the academy for a certain time.

4. In case of serious disorder, the Board of Directors can decide to permanently refuse a student entry to the school or cancel their registration. Before this decision can be taken, the student in question must be heard (again) or at least invited to explain themselves.
5. In acute situations when serious disruption occurs, it may be decided to deviate from the obligation to hear both sides and with immediate effect deny the student access to the academy until further order. In such cases, the student will be allowed to have their say after initial action has been taken.
6. Implementing disciplinary action does not affect the Board of Directors authority to hold the student responsible for any damage they have caused.

#### **Article 20: Evaluation of the education offered**

1. The education offered is evaluated orally as part of the study programmes by the teachers and artistic directors.
2. Use is also made of a PDCA cycle (Plan-Do-Check-Act) on an academy-wide scale as written in the Quality Assurance Plan. Annually a number of subject evaluations are conducted among students while graduate students are requested to give their views in a programme evaluation. These evaluations take the form of an anonymous written survey which allows students to give their opinion of the education quality and the organization.
3. After the graduated students have filled-in the programme evaluation they have the opportunity to comment further on their estimation of the study programme and give examples during an interview held by a policy adviser. A report will be made of the interview.
4. Policy advisers make an annual analysis of all evaluative data per study programme (including the bi-annual country-wide Nationale Studenten Enquête) which is subsequently discussed with the director and artistic director resulting in a plan of action for the coming year. In turn, the effect of the action plan is discussed the following year.
5. This plan of action is discussed in the study programme by the artistic director with the teachers and students and shared on an academy-wide basis with the Academy Council and the Study Programme Committee.

#### **Article 21: Possibilities for appeal**

Decisions by examiners, the term review meeting or the exam committee, as well as a rejection in connection with a negative binding study recommendation, can be appealed during a period of six weeks through the Board of Appeals for exams.

#### **Article 22: Filing and inspection- and property rights**

1. During their study the student has the right to inspect written assessments.
2. Written reports of projects, theses and assignments made within the scope of the study programme, will be kept for a period of at least seven years after date of origin. This also applies to assessments thereof.
3. Material referred to under paragraph 2 can be used by the study programme for PR purposes or within the scope of education or accreditation.

#### **Article 23: Special authority exercised by the exam committee**

1. The exam committee of the academy is authorized to draw up extra rules with regard to tests and exams as described in this Education and Exam Regulation.
2. The exam committee is authorized to make exceptions in individual cases with regard to the Education and Exam Regulation that benefit the student if there are serious reasons for doing so.

#### **Article 24: Endorsement, announcement and amendment**

1. Amendments to this regulation are established through individual rulings, but not before the proposal has been passed by the Academy Council and Study Programme Committees.
2. The Education and Exam Regulation that currently applies will be made known before the beginning of the academic year.
3. The directorate of academy is responsible for correct publication of this regulation and the rules and guidelines drawn up by the exam committee as well as amendments to these documents.
4. An amendment to the regulation can only apply to the current study year if, reasonably considered, it does not harm the interests of the student.

#### **Article 25: Implementation**

1. This regulation is effective from September 1, 2021 taking into consideration those aspects stipulated under article 24.
2. The previous Education and Exam Regulation of the master study programmes that reside under the Academy of Theatre and Dance is hereby revoked.

Thus adopted by resolution of the directorate of the academy after approval by the Academy Council and Study Programme Committees, 9 July 2021.