



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 1st 2024 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.

The student's rights and obligations associated with these education and examination regulations are formulated in the Student Charter of the Amsterdam University of the Arts. This is available via the intranet of the Academy for Theatre and Dance and the website of the University of the Arts.

Table of contents

GENERAL	3
Article 1: Scope	3
Article 2: Definitions	3
Article 3: General goal of the study programmes.....	4
Article 4: Duration, structure and language of instruction	4
Article 5: Exams.....	5
Article 6: Tests and assessments	5
Article 7: Nonattendance and admission to assessments	7
Article 8: Granting of study credits.....	7
CONTENT, ASSESSMENT AND EXAM	8
Article 9: Admission	9
Article 10: Content masterprogrammes	9
Article 11: Final exam	9
Article 12: Resit final exam	10
Article 13: Results of assessments and the final exam.....	10
OTHER CONDITIONS.....	10
Article 14: Dispensations	10
Article 15: Study progress and study guidance.....	10
Article 16: Temporary study deferment and study termination.....	11
Article 17: Studying with a disability.....	11
Article 18: Fraud and plagiarism	12
Article 19: Manners.....	12
Article 20: Disruptions and possible courses of action.....	13
Article 21: Evaluation of the education offered	13
Article 22: Possibilities for appeal against assessments and exams	13
Article 23: Filing and inspection- and property rights	14
Article 24: Special authority exercised by the exam committee	14
Article 25: Endorsement, announcement and amendment	14
Article 26: Implementation	14

GENERAL

Article 1: Scope

This regulation applies to the education, evaluations and exams of all higher vocational master 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) *Executive Board*: board of the Amsterdam University of the Arts
- d) *study programmes*: a coherent set of education units, aimed at the realisation of objectives defined in the study guide in terms of competences (integrated knowledge, insight and skills) that the person completing the programme should possess;
- 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, unless the study guide of the programme subject clearly indicates otherwise. Where these regulations state semester, this applies everywhere;
- g) *programme component*: a programme component can have different work forms: work lectures, workgroups, training, workshops, projects, internships, achievements, performances, etc.;
- h) *integral assessment*: a review of the competencies of a student at the end of each semester or study year, as well as the results of that review which if positive, will justify granting study credits for the whole semester or year. 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) *assessment of programme components*: result of the formative assessment of a programme component that can take different forms: written, oral, permanent feedback, presentations, achievements, products, etc. These component assessments are included and weighed in the component transcending integral 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, responsible for one or more integral assessments and finalizing the results thereof;
- 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 qualifications validated for a programme by the professional field, integrating knowledge, skills and attitudes. In the study guide or study manual, the competences are listed and further detailed in behavioural indicators;
- 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 study load (contact and self-study hours);
- p) *study guide or study manual*: a guide with specific information of the study programme;
- q) *previously acquired competences*: competences acquired prior to the study programme by means of other study programmes or activities, which may lead to dispensation from units of study within a study programme;
- r) *final exam*: the final integral assessment of the graduation;
- s) *Academy Council and Study Programme Committee*: in compliance with the co-determination regulation of the AHK;
- t) *RIO*: register instellingen en opleidingen.

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 semesters.

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 study manual.
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 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 the study programme with as guidelines level B2 of the European reference framework or comparable in English: IELTS 5.5, TOEFL 72-94 or Cambridge B2.
7. The minimum language level required to commence study is A2 of the European Reference Framework, or comparable IELTS 3.5 or Cambridge B1 First. Programmess may deviate from this and require a higher minimum language level.
8. If, during the admission procedure, it appears that a candidate does not meet the minimum language requirement of the programme, as referred to in paragraph 7, the student must follow a language course and submit a test result showing that the minimum language level of A2 or comparable has been achieved before mid-August of that year. If not, the student cannot be enrolled.
9. Students who have reached level A2 and B1 at the start of their studies will take a language course offered by the academy to improve their language skills in the working language of the programme. This course ends with a language test to determine the level achieved and whether follow-up courses are necessary.

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 the 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 or per study year. The term review meeting appraises the development of the study progress of a student during the semester or year in question by assessing subjects or components (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, or assessment criteria derived therefrom, 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 upon satisfactory development of a student's study progress. This is based on the educational vision that subject-transcending development of a student leads to them mastering the required competencies. Optimal development 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. In the Creative Producing master's programme, a study progress interview takes place mid-year, in which the student receives feedback and feed forward based on the results of the previous semester. The integral assessment and the associated awarding of credits takes place at the end of the academic year.
5. An integral assessment has as its outcome a positive or negative result; a decision of the assessment meeting on the basis of which, in case of a positive result, 30 credits per semester - or in the case of the DAS Creative Producing master's programme per year - can be awarded in accordance with Article 8, paragraph 1.
6. The result is expressed - in addition to the awarding of credits - in feedback: qualitative statements and recommendations in response to the student's performance and development. A written report of this feedback will be added to the student's dossier.
7. If necessary, the 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, paragraph 3 & 4), unless otherwise stated in the assignment.
8. 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

9. 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 and in the Creative Producing master's programme also in the mid-year study progress meeting.
10. 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 as a formative, descriptive assessment. 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. Or the rating is expressed as 'met'/'fulfilled' or similar.
11. 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.
12. If a subject assessment is unsatisfactory, there is one resit opportunity per year, generally this takes the form of completing an additional assignment or partially redoing the assignment as specified in article 8, paragraph 4. However, other arrangements for this can be made with the relevant teacher(s) in consultation with the programme's artistic director.
13. The study guide state whether resitting a written test 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. This also applies to the rules regarding systematically arriving late.
2. If the student has not fulfilled this attendance obligation, the student cannot be assessed and the part cannot be completed.
3. 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 6) to admit the student to the assessment or evaluation on the basis of information supplied by the student in question.
4. 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.
5. The meeting decides whether, and if so how, this backlog can be made up.
6. If a student has a valid reason for not being able to complete an individual subject, the teacher in consultation with the artistic leader will decide how this can be resolved. Personal reasons as described in the paragraph 7 and circumstances beyond one's control qualify as valid reasons.
7. 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. other circumstances that affect the student's performance, as a result of which it is not reasonably possible to assess the student's suitability to complete the study programme;
 - f. membership of the Hogeschoolraad (University Council), Academy Council or Study Programme Committee;
 - 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.
8. 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

1. At the end of each semester or at the master Creative Producing at the end of each year the term review meeting grants study credits according to the following conditions. Each semester/year 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 based on the development of the student's study progress.Possible deviations from the above rule are explained in the study guide or manual of the study programme.

2. The 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. The 20 credits for attendance must be achieved in order to assess the student's progress and award the 10 study progress points.
3. If a certain study component(s) have not yet been successfully completed but the integral assessment is positive, the 10 study credits for the integral assessment are only awarded when those study component(s) have been satisfactorily concluded.
4. If the development the student has shown is assessed as insufficient, the integral assessment has a negative result. The student will not yet receive the 10 credits for the integral assessment. One or more additional learning assignments are formulated as a resit. In principle, these are assessed in the next integral assessment or agreements are made on how and when this assessment will take place in another way.
5. If, as stated in the former paragraph, extra learning assignment(s) are allotted, these must be accompanied by agreements regarding assessment and assessment criteria. These assignments will be written down so that is clear what is expected of a student and what criteria need to be met in order to realize a positive assessment.
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 in the next integral assessment or at another previously agreed upon time 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 previous semester or year.
9. If the assignments referred to in paragraph 4 are not positively reviewed at the end of the academic year, the programme may decide that the student must retake the study year. If the student does not receive these extra assignments until the integral assessment of the second semester of an study year, specific agreements will be made with the student on how to catch up and when and how these will be assessed.
10. Study credits 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 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 of the assignments 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.

CONTENT, ASSESSMENT AND EXAM

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, based on previously acquired competences.
2. Admission occurs on the basis of a selection procedure and a personal study plan.
3. Candidates will be informed in advance of the admission procedure and selection criteria.
4. Admission is valid for the consecutive academic year.

Article 10: Content masterprogrammes

1. After a student has been admitted to the study programme, they will 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 will be underwritten by the student and the artistic director.
2. The framework for the content of the master programmes is written in the study guide or study manual.

Article 11: Final exam

1. In the last integral assessment the examiners will assess whether the final exam has been successfully completed.
2. The final concluding talk takes place only when all parts of the graduation agreement have been completed and positively assessed.
3. Those taking part in the concluding talk are, in addition to the artistic director and the student, teachers or supervisors who have advised the student with one or more assignments during the graduation phase. Preferably one of the participants should be an external supervisor, a so-called 'outside eye'.
4. 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, on behalf of the exam committee they will be awarded the final exam certificate. The certificate will state the applicable corresponding degree: Master of Arts.

5. The exam committee only proceeds authorizes to award the certificate if 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 artistic leader will decide, in consultation with the examiners, on how and when the resit(s) of these part(s) should take place, or to extend the graduation phase.
2. When repeating study components, students are offered the same facilities and support as during their first attempt.

Article 13: Results of 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. No later than four weeks after the completion of a part of the graduation plan (as part of the final examination) has taken place, the result will be announced or confirmed in writing.

OTHER CONDITIONS

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 on the intranet of the academy.
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. Students have access to their attained results, online or via the secretariat of the relevant study programme.
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, they 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.
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 7 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. If a student wishes to interrupt their studies for more than 12 months with the permission of the study director, it will be determined in consultation with the study director upon resumption of studies, 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 in consultation with the student counsellor.

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 applicable students are informed by the programme about the rules around fraud and plagiarism and how to act correctly.
2. If the teacher or supervisor suspects any form of fraud in the preparatory phase of an examination or any other form of assessment, they shall give the student a chance to improve.
3. If, during a test or any other form of evaluation, the examiner suspects a student of fraud, they must report it in writing to the exam committee as soon as possible.
4. 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.
5. 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.
6. 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.

Article 19: Manners

1. All users and visitors to the academy's premises are expected to behave with care towards others. Both in direct contact and also in written text, online and on social media.
2. This includes, as stated in the Student charter, that they
 - a. not engage in discrimination, (sexual) harassment, bullying, insults, stalking, blackmail, aggression or violence;
 - b. treat everyone's privacy and confidential information with care and respect;
 - c. treat other people's belongings (from the academy, fellow students, staff, visitors) with care.
 - d. do not make improper use (private or otherwise) of the available facilities and materials;
 - e. do not manipulate data (change, falsify, omit, add, delete) in documents and digital systems;

- f. do not use alcohol or drugs within regular educational situations, nor is under the influence of alcohol or drugs.
3. In addition to the above-mentioned manners, the Code of conduct on social safety also applies to interpersonal contacts of and between staff and students.
4. For more information on the code of conduct, the Student charter and the complaints procedure for undesirable or transgressive behaviour, see the intranet. You can also ask your artistic director or a confidential advisor for further assistance.

Article 20: Disruptions and possible courses of action

1. If students through their behavior, comments or systematic unauthorized absenteeism and systematically arriving late 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 a maximum of 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, optionally after seeking advice from the student counselor, ask the directorate 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 Executive Board 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, the directorate may decide 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. The decision to impose a measure shall be notified in writing by the academy directorate to the student as soon as possible, stating the appeal procedure.
7. Implementing disciplinary action does not affect the Executive Board authority to hold the student responsible for any damage they have caused.

Article 21: Evaluation of the education offered

1. The academy makes use of a PDCA cycle (Plan-Do-Check-Act cycles) to safeguard the quality of education. Education is evaluated annually ATD-wide in various ways according to a system and with instruments described in the academy's Quality Assurance Plan.
2. In addition, education is also evaluated within the programmes with the students mostly orally per component or semester by the teachers and artistic directors.

Article 22: Possibilities for appeal against assessments and exams

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 (BCE or COBEX). The appeal procedures are listed on the intranet.

Article 23: 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 24: 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 25: 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 and after agreement of the participation council.

Article 26: Implementation

1. This regulation is effective from September 1st 2024 taking into consideration those aspects stipulated under article 25.
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, on July 9th 2024.