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faculteit economie  
en bedrijfskunde

Faculteit Economie en Bedrijfskunde  
Faculty of Economics and Business

Studiegids 2022-2023  
Student Handbook 2022-2023

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## Colofon / Colophon

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## **Voorwoord**

Beste student,

Vanaf maart 2020 heeft het coronavirus een grote impact gehad. We verwachten in dit academische jaar 2022-2023 weer normaal onderwijs te kunnen verzorgen, zonder beperkingen. Als faculteit kijken we daar naar uit. Mochten er echter toch weer beperkingen zijn, dan houden we je via de Student Portal op de hoogte van dergelijke ontwikkelingen. Hier vind je ook antwoorden op actuele vragen. De Student Support Desk in de Plaza van het Duisenberggebouw is ingericht om antwoord op je vragen te geven. De Student Support Desk is ook telefonisch en per e-mail te bereiken.

In deze studiegids vind je informatie om succesvol te studeren bij de Faculteit Economie en Bedrijfskunde. Het beschrijft de organisatie en de diensten waarvan je gebruik kunt maken. Denk hierbij aan inschrijving, studiebegeleiding, loopbaanoriëntatie en studeren in het buitenland. Daarnaast vind je informatie over je opleiding en je belangrijkste rechten en plichten. De studiegids wordt jaarlijks vernieuwd.

Wij willen er alles aan doen om je studie succesvol te maken. Daarnaast is jouw volledige inzet en betrokkenheid nodig, zodat jij als student en alle medewerkers van onze faculteit samen werken aan een goed resultaat.

Ik wens je veel succes en plezier met je studie.

Prof. dr. Peter Verhoef,  
decaan Faculteit Economie en Bedrijfskunde

## **Preface**

Dear student,

Since March 2020, the coronavirus has had a significant impact on us all. We expect to be able to offer regular education, without restrictions, in the academic year 2022-2023. We as a faculty look forward to this. However, should there be restrictions again, we will keep you updated via the Student Portal on such developments. Here you will also find the answers to topical questions. The Student Support Desk in the Plaza of the Duisenberg building is set up to answer your questions. The Student Support Desk can also be reached via email or by phone.

In this student handbook, you will find information to be able to study successfully at the Faculty of Economics and Business. It outlines the organisation and the services that are available to you. This includes information on registration, study progress supervision, career orientation and studying abroad. In addition, you will also find information about your degree programme and your most important rights and obligations. The student handbook is updated annually.

We will do everything in our power to make sure that you are successful in your studies. In addition, your full effort and engagement is needed, so that you as a student and all staff members at our faculty can work together towards a good result.

I wish you much success and pleasure in your studies.

Prof. Peter Verhoef,  
Dean of the Faculty of Economics and Business

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## 1 Algemene informatie

### 1.1 De Faculteit Economie en Bedrijfskunde

#### 1.1.1 Afkortingen en begripsbepaling

BA	Bachelor of Arts
Brightspace	Digitale leeromgeving van de RUG
BSA	Bindend studieadvies
BSc	Bachelor of Science
EBF	Economische en Bedrijfskundige Faculteitsvereniging
EC/ECTS	European Credit Transfer and Accumulation System is de internationale eenheid voor het uitdrukken van de studielast van een vak, waarbij 1 EC/ECTS gelijk staat aan 28 uur studeren
DD	Double-degreeprogramma
FEB	Faculteit Economie en Bedrijfskunde
Mentor	Ouderejaarsstudent die is opgeleid en aangesteld voor de begeleiding van bijeenkomsten van een eerstejaars studiesuccesgroep
MSc	Master of Science
Ocasys	Digitale catalogus voor opleidingen en vakomschrijvingen
OER	Onderwijs- en examenregeling
Pre-master	Programma dat aankomende studenten moeten doorlopen als ze nog niet voldoet aan de eisen om te kunnen worden toegelaten tot een bepaalde master.
Progress	Programma voor vak- en tentameninschrijving en resultaten
RUG	Rijksuniversiteit Groningen
SSC	Studenten Service Centrum van de RUG
SSG	Studiesuccesgroep: eerstejaars mentor-/tutorgroep
Tutor	Docent van de faculteit die individuele gesprekken voert met studenten uit de studiesuccesgroep

#### 1.1.2 Bestuursstructuur

De universiteit is verantwoordelijk voor kwalitatief hoogwaardig academisch onderwijs, voor studeerbare programma's en voor goede onderwijs- en studievoorzieningen. De bevoegdheden en verantwoordelijkheden voor de inrichting en de verzorging van het onderwijs liggen op faculteitsniveau. De bestuursstructuur van FEB kent in dit verband een aantal belangrijke organen, met een nadrukkelijke deelname van studenten.

De faculteit Economie en Bedrijfskunde heeft een faculteitsbestuur dat bestaat uit vier personen, waaraan een student als adviseur is toegevoegd. De medezeggenschap van personeel en studenten is geregeld via de faculteitsraad en ten dele ook via de opleidingscommissies. De faculteitsraad bestaat uit 18 personen: negen worden gekozen uit en door de medewerkers en negen uit en door de studenten.

Voor de opleidingen van de faculteit zijn opleidingsdirecteuren aangesteld. De opleidingsdirecteuren zijn namens het faculteitsbestuur belast met de organisatie, de coördinatie en de bewaking van de kwaliteit van de onderwijsprogramma's. Daarnaast adviseren zij het faculteitsbestuur over de inhoud, de samenstelling en de programmering van de verschillende onderwijsactiviteiten, alsmede over het systeem van kwaliteitszorg. De namen van de opleidingsdirecteuren staan vermeld boven de programmabeschrijvingen van de opleidingen. De meeste opleidingsdirecteuren worden ondersteund door één of meer opleidingscoördinatoren.

Belangrijke commissies op het gebied van het onderwijs zijn de opleidingscommissies. Voor elk van de opleidingen binnen de faculteit is er een dergelijke commissie. Een opleidingscommissie is onderdeel van de medezeggenschapstructuur en heeft daarnaast als taak te adviseren over alle aangelegenheden die het onderwijs betreffen, in het bijzonder de

kwaliteit en de kwaliteitszorg. Elke opleidingscommissie bestaat voor de helft uit studenten.

### 1.1.3 Overzicht opleidingen

Alle bacheloropleidingen van FEB duren drie jaar. Elke bacheloropleiding geeft toegang tot een aantal masteropleidingen, zie het overzicht hieronder. De toelatingscommissie behandelt verzoeken om toelating tot masteropleidingen die niet in het overzicht vermeld staan. In de meeste gevallen heeft een masteropleiding specifieke toegangseisen.

De masteropleidingen duren een jaar, met uitzondering van de MSc Educatie in de Mens- en Maatschappijwetenschappen, track Economie en Bedrijfseconomie en de Research Master in Economics and Business. Deze opleidingen duren twee jaar. De meeste double-degreeprogramma's duren anderhalf of twee jaar.

De tabellen hieronder geven een overzicht van alle bachelor- en masteropleidingen van FEB.

<b>Bacheloropleidingen per 1 september 2022</b>	
<b>Naam bacheloropleiding</b>	<b>Diploma geeft toegang tot</b> <i>(Voor sommige MSc-opleidingen gelden aanvullende toegangseisen, zie de OER)</i>
BSc Bedrijfskunde  Profielen in jaar 2 en 3: <ul style="list-style-type: none"> <li>• Accountancy and Controlling</li> <li>• Business and Management</li> <li>• Technology Management</li> </ul>	<ul style="list-style-type: none"> <li>• MSc Accountancy and Controlling</li> <li>• MSc Business Administration</li> <li>• MSc Economic Development and Globalization</li> <li>• MSc Finance</li> <li>• MSc Human Resource Management</li> <li>• MSc International Business and Management</li> <li>• MSc International Financial Management</li> <li>• MSc Marketing</li> <li>• MSc Supply Chain Management</li> <li>• MSc Technology and Operations Management</li> <li>• MSc Educatie in de Mens- en Maatschappijwetenschappen, track Economie en Bedrijfseconomie</li> <li>• Research Master in Economics and Business</li> </ul>
BSc Econometrics and Operations Research (EOR)	<ul style="list-style-type: none"> <li>• MSc Econometrics, Operations Research and Actuarial Studies</li> <li>• MSc Business Administration</li> <li>• MSc Economics</li> <li>• MSc Economic Development and Globalization</li> <li>• MSc Finance</li> <li>• MSc International Business and Management</li> <li>• MSc Marketing</li> <li>• MSc Supply Chain Management</li> <li>• MSc Technology and Operations Management</li> <li>• MSc Educatie in de Mens- en Maatschappijwetenschappen, track Economie en Bedrijfseconomie</li> <li>• Research Master in Economics and Business</li> </ul>
BSc Economics and Business Economics (E&BE)  Profielen in jaar 2 en 3: <ul style="list-style-type: none"> <li>• Business Economics</li> <li>• Economics</li> <li>• Economic Development and Globalization</li> </ul>	<ul style="list-style-type: none"> <li>• MSc Economics</li> <li>• MSc Economic Development and Globalization</li> <li>• MSc Business Administration</li> <li>• MSc Finance</li> <li>• MSc Human Resource Management</li> <li>• MSc International Business and Management</li> <li>• MSc International Financial Management</li> <li>• MSc Marketing</li> <li>• MSc Supply Chain Management</li> <li>• MSc Technology and Operations Management</li> <li>• MSc Educatie in de Mens- en Maatschappijwetenschappen, track Economie en Bedrijfseconomie</li> <li>• Research Master in Economics and Business</li> </ul>

<b>Bacheloropleidingen per 1 september 2022</b>	
<b>Naam bacheloropleiding</b>	<b>Diploma geeft toegang tot</b> <i>(Voor sommige MSc-opleidingen gelden aanvullende toegangseisen, zie de OER)</i>
BSc International Business (IB)	<ul style="list-style-type: none"> <li>• MSc International Business and Management</li> <li>• MSc Business Administration</li> <li>• MSc Economic Development and Globalization</li> <li>• MSc Finance</li> <li>• MSc Human Resource Management</li> <li>• MSc International Financial Management</li> <li>• MSc Marketing</li> <li>• MSc Supply Chain Management</li> <li>• MSc Technology and Operations Management</li> <li>• MSc Educatie in de Mens- en Maatschappijwetenschappen, track Economie en Bedrijfseconomie</li> <li>• Research Master in Economics and Business</li> </ul>

<b>Masteropleidingen per 1 september 2022</b>		
<b>Naam masteropleiding</b>	<b>FEB-diploma dat toegang geeft tot de opleiding</b> <i>(Voor sommige MSc-opleidingen gelden aanvullende toegangseisen, zie de OER)</i>	<b>Is er een Pre-master programma?</b>
MSc Accountancy and Controlling	<ul style="list-style-type: none"> <li>• BSc Bedrijfskunde - Accountancy and Controlling</li> </ul>	Ja
MSc Business Administration Profielen: <ul style="list-style-type: none"> <li>• Change Management</li> <li>• Health</li> <li>• Management Accounting and Control</li> <li>• Small Business and Entrepreneurship</li> <li>• Strategic Innovation Management</li> </ul>	<ul style="list-style-type: none"> <li>• BSc Bedrijfskunde</li> <li>• BSc Econometrics and Operations Research</li> <li>• BSc Economics and Business Economics</li> <li>• BSc International Business</li> </ul>	Ja
MSc Econometrics, Operations Research and Actuarial Studies	<ul style="list-style-type: none"> <li>• BSc Econometrics and Operations Research</li> </ul>	Ja
MSc Economics	<ul style="list-style-type: none"> <li>• BSc Economics and Business Economics</li> <li>• BSc Econometrics and Operations Research</li> </ul>	Nee
MSc Economic Development & Globalization	<ul style="list-style-type: none"> <li>• BSc Bedrijfskunde</li> <li>• BSc Econometrics and Operations Research</li> <li>• BSc Economics and Business Economics</li> <li>• BSc International Business</li> </ul>	Ja
MSc Finance	<ul style="list-style-type: none"> <li>• BSc Bedrijfskunde</li> <li>• BSc Econometrics and Operations Research</li> <li>• BSc Economics and Business Economics</li> <li>• BSc International Business</li> </ul>	Ja
MSc Human Resource Management	<ul style="list-style-type: none"> <li>• BSc Bedrijfskunde</li> <li>• BSc Economics and Business Economics</li> <li>• BSc International Business</li> </ul>	Ja

<b>Masteropleidingen per 1 september 2022</b>		
<b>Naam masteropleiding</b>	<b>FEB-diploma dat toegang geeft tot de opleiding</b> (Voor sommige MSc-opleidingen gelden aanvullende toegangseisen, zie de OER)	<b>Is er een Pre-master programma?</b>
MSc International Business and Management	<ul style="list-style-type: none"> <li>• BSc Bedrijfskunde</li> <li>• BSc Econometrics and Operations Research</li> <li>• BSc Economics and Business Economics</li> <li>• BSc International Business</li> </ul>	Ja
MSc International Financial Management	<ul style="list-style-type: none"> <li>• BSc Bedrijfskunde</li> <li>• BSc Economics and Business Economics</li> <li>• BSc International Business</li> </ul>	Ja
MSc Marketing Profielen: <ul style="list-style-type: none"> <li>• Marketing Analytics and Data Science</li> <li>• Marketing Management</li> </ul>	<ul style="list-style-type: none"> <li>• BSc Bedrijfskunde</li> <li>• BSc Econometrics and Operations Research</li> <li>• BSc Economics and Business Economics</li> <li>• BSc International Business</li> </ul>	Ja
MSc Supply Chain Management	<ul style="list-style-type: none"> <li>• BSc Bedrijfskunde</li> <li>• BSc Econometrics and Operations Research</li> <li>• BSc Economics and Business Economics</li> <li>• BSc International Business</li> </ul>	Ja
MSc Technology and Operations Management	<ul style="list-style-type: none"> <li>• BSc Bedrijfskunde</li> <li>• BSc Econometrics and Operations Research</li> <li>• BSc Economics and Business Economics</li> <li>• BSc International Business</li> </ul>	Ja
MSc Educatie in de Mens- en Maatschappijwetenschappen, track Economie en Bedrijfseconomie*	<ul style="list-style-type: none"> <li>• elk BSc-diploma van FEB</li> </ul>	Ja
Research Master in Economics and Business	<ul style="list-style-type: none"> <li>• elk BSc-diploma van FEB</li> <li>• daarnaast vindt er selectie plaats op basis van aanvullende eisen</li> </ul>	Nee

\* Aangeboden door de Faculteit Gedrags- en Maatschappijwetenschappen (GMW)

NB De vakkentabellen van de programma's zijn te vinden in Ocasys en in de OER.

#### **1.1.4 Research Driven Education**

De onderwijsvisie van de faculteit is gebaseerd op Research Driven Education (RDE). De RDE-leerlijn is gericht op een zelfstandige, onderzoekende en analytische manier van werken. Dat is zowel nuttig en noodzakelijk voor een carrière in de wetenschap, alsook in het bedrijfsleven en bij de overheid.

Uitgangspunt is dat alle studenten al vroeg in hun opleiding in aanraking komen met alle facetten van wetenschappelijk onderzoek, waarbij ze in toenemende mate een participerende rol krijgen naarmate ze verder vorderen in hun studieprogramma. Een goede training in onderzoeksmethoden, -technieken en -vaardigheden maakt onderdeel uit van deze leerlijn. Ook worden opdrachten gegeven waarbij studenten zelf actief deelnemen aan (een kleinschalig) onderzoek.

Docenten betrekken tevens onderzoek bij hun colleges. De bachelorafstudeeropdracht is tijdens deze fase van de studie het afsluitende product van de RDE-leerlijn. In de masterfase gaan studenten zelfstandig onderzoek uitvoeren (individueel of in groepjes), op basis van opdrachten en in het kader van de masterafstudeeropdracht. De koppeling tussen onderzoek en onderwijs wordt daarmee versterkt.



## **1.2 Organisatie: inschrijving, uitschrijving, onderwijs en toetsing**

### **1.2.1 (Her)inschrijven of uitschrijven voor een opleiding**

Inschrijven en herinschrijven voor een opleiding voor het volgend studiejaar verloopt via Studielink. Dit geldt ook voor inschrijving voor een masteropleiding waartoe je bacheloropleiding rechtstreeks toegang geeft (zie de OER van je opleiding). Toelating tot een masteropleiding waartoe je opleiding niet rechtstreeks toegang geeft, kan alleen na beoordeling en toestemming van de toelatingscommissie.

Wanneer je een masteropleiding wilt volgen die meerdere profielen heeft dan moet je in Progress ook aangeven welk profiel je wilt volgen.

Er is één startmoment voor de bacheloropleidingen, de pre-masterprogramma's en de Double-Degreeprogramma's, namelijk 1 september.

Er zijn twee startmomenten voor de reguliere masteropleidingen, namelijk 1 september en 1 februari. Dat betekent dat de opleiding die toegang geeft tot de masteropleiding van je keuze afgerond moet zijn in respectievelijk augustus of januari.

De uitzondering is de Research Master in Economics and Business heeft één startmoment, namelijk 1 september.

De executive masters hebben andere startmomenten. Zie de Regels en keuzes in deze studiegids van de betreffende executive master voor de startmomenten van de executive masters.

Definitief uitschrijven verloopt ook via Studielink. Het is verstandig contact op te nemen met je studieadviseur voordat je definitief overstapt of je uitschrijft. Laat je voor je uitschrijving goed informeren over de financiële gevolgen. Meer informatie is te verkrijgen bij de afdeling Studenten Informatie en Administratie van de RUG.

### **1.2.2 Overstappen naar een andere opleiding**

#### **Twijfel over je studie**

Het kan voorkomen dat de gekozen opleiding tegenvalt. Misschien blijkt deze toch niet bij je interesses te passen of sluit het niveau niet (voldoende) aan. Bij twijfel kun je contact opnemen met een studieadviseur, die jou kan adviseren bij jouw afwegingen om door te gaan, over te stappen naar een andere opleiding of te stoppen.

#### **Overstappen naar een andere universitaire opleiding**

Als je in de loop van het studiejaar wilt overstappen naar een andere studie binnen of buiten de RUG, is het verstandig contact op te nemen met de studieadviseur of opleidingscoördinator van de opleiding die je wilt gaan volgen. Het is niet altijd mogelijk om halverwege het collegejaar in te stromen. Het kan voorkomen dat je in het kader van een bindend studieadvies of vanwege een numerus fixus niet wordt toegelaten tot een andere opleiding. Inschrijving voor een andere opleiding gaat via Studielink. De inschrijfprocedure die je moet volgen is afhankelijk van de door jou gekozen opleiding en je vooropleiding.

### **1.2.3 Toelating tot en inschrijving voor een masteropleiding**

In de OER van de masteropleidingen van FEB is aangegeven welke bachelordiploma's direct toelating geven tot welke masteropleidingen.

#### **Toelatingseisen <sup>1</sup>**

Je mag starten met een masteropleiding als je in het bezit bent van een bachelordiploma dat rechtstreeks toelating geeft tot de betreffende masteropleiding of indien je het voorbereidende pre-masterprogramma hebt afgerond.

Voor de overige toelatingen geldt een toelatingsprocedure met specifieke toelatingseisen. Als je een niet-aansluitende masteropleiding binnen FEB wilt volgen, dien je de toelating officieel aan te vragen via [transfer.feb@rug.nl](mailto:transfer.feb@rug.nl).

De Research Master en de executive masteropleidingen hebben een selectieve toelating. De criteria voor deze selectie staan beschreven in de OER.

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<sup>1</sup> Vanwege coronabeperkingen is besloten om voor het studiejaar 2022-2023 een aangepaste toelatingsregeling toe te passen. Zie hiervoor de Student Portal.

## **Herinschrijving**

In juni ontvang je via Studielink een e-mailbericht over de herinschrijvingsprocedure voor de bacheloropleiding. In Studielink kun je aangeven welke masteropleiding je in het volgende studiejaar wilt gaan volgen. Wellicht weet je in juni nog niet zeker of je op 1 september aan de toelatingseisen voldoet. Je moet je in dat geval via Studielink inschrijven voor je huidige bacheloropleiding en aanmelden voor de masteropleiding van jouw keuze. Zodra je het bachelordiploma of het bewijs van toelating tot de masteropleiding hebt behaald, word je door de afdeling Studenten Informatie en Administratie definitief ingeschreven voor de masteropleiding.

### **1.2.4 Aanmelding voor vakken en tentamens**

#### **Aanmelding voor vakken**

Als je een vak wilt volgen, dan meld je je hiervoor aan via Progress. Nadat je je hebt aangemeld heb je toegang tot het vak op de Student Portal. Het aanmelden is niet vrijblijvend. Als je je hebt ingeschreven, dan wordt van je verwacht dat je het vak volgt en actief participeert. Uiteraard kun je je gedurende de aanmeldingsperiode weer afmelden voor een vak.

#### **Algemene en vakspecifieke ingangseisen**

Voor de startdatum van het vak moet je hebben voldaan aan eventuele algemene en vakspecifieke ingangseisen, anders mag je niet deelnemen. De algemene eisen staan in het overzicht van Regels en keuzes bij de programmabeschrijving van je opleiding in de studiegids. Vakspecifieke ingangseisen vind je in Ocasys. Het is je eigen verantwoordelijkheid na te gaan of je voldoet aan de ingangseisen van een vak. Je kunt geen rechten ontlenen aan het feit dat de docent je heeft toegelaten tot het vak.

#### **Aanmeldingsperiode**

Je kunt je inschrijven voor vakken tot één week voor de start van het betreffende blok. Na de deadline kun je je soms voor bepaalde vakken nog inschrijven tot en met uiterlijk één week na de start van het blok, maar heb je geen gegarandeerde toegang tot de vakken.

Na de eerste collegeweek van het betreffende blok zijn er geen mogelijkheden meer om je voor vakken aan te melden. Je kunt, afhankelijk van het vak, het volgende semester of volgend jaar het vak weer volgen. Zie voor meer informatie de Student Portal.

Andere faculteiten hanteren mogelijk andere aanmeldingstermijnen en andere procedures.

#### **Tentamenaanmeldingsprocedure**

De tentamenaanmelding is automatisch gekoppeld aan de vakaanmelding. Een voordeel hiervan is dat je niet meer te laat kunt zijn met het aanmelden voor tentamens. In de vijfde collegeweek van elk blok meldt de faculteit je aan voor de tentamens van de vakken waarvoor je bent ingeschreven, mits je aan de ingangseisen voor de vakken voldoan hebt. De faculteit laat je per e-mail weten of je bent aangemeld voor het tentamen of niet. Als je het tentamen niet hebt gehaald, of niet in staat bent geweest aan het tentamen deel te nemen, word je door de faculteit automatisch ingeschreven voor het hertentamen. Als je bent aangemeld voor een tentamen, maar je besluit het tentamen niet te maken, schrijf je je uit voor het tentamen via Progress.

#### **Tentamen maken zonder het vak te volgen**

Indien je niet van plan bent om het vak te volgen, maar alleen tentamen wilt doen, hoef je je niet aan te melden voor het vak. Wel moet je je in de vijfde collegeweek van elk blok zelf aanmelden voor het tentamen. Als je niet bent aangemeld voor het tentamen en je neemt wel deel aan het tentamen, ontvang je geen resultaat.

#### **Tentamenzitting**

Tijdens de tentamenzitting moet je een bewijs van je inschrijving als student (RUGpas) kunnen tonen. Verder word je geacht een print van je tentamenaanmelding bij je te hebben als bewijs dat je bent aangemeld.

### 1.2.5 Collegejaar

Het collegejaarjaar is onderverdeeld in twee semesters, die elk opgesplitst zijn in twee blokken (of halfsemesters). Een blok wordt aangeduid met semester- en bloknummer, bijvoorbeeld 1.2 staat voor het eerste semester en daarvan het tweede blok. Een blok duurt negen of tien weken, waarvan zeven collegeweken en twee of drie tentamenweken. Een blok omvat in het algemeen 15 EC aan vakken.

De meeste vakken worden een keer per jaar aangeboden. Er zijn ook vakken die twee keer per jaar worden aangeboden. De meeste vakken beslaan een blok, enkele vakken duren een heel semester.

Schematisch ziet de jaarindeling van 2022-2023 er als volgt uit:

<b>Indeling collegejaar 2022-2023</b>		
	<b>BSc 1e jaar</b>	<b>BSc 2e en 3e jaar en MSc</b>
05-09 - 28-10	colleges blok 1.1	colleges blok 1.1
31-10 - 11-11	reguliere tentamens blok 1.1	reguliere tentamens blok 1.1
14-11 - 13-01	colleges blok 1.2	colleges blok 1.2
16-01 - 03-02	reguliere tentamens blok 1.2 herhalingstentamens blok 1.1	reguliere tentamens blok 1.2 herhalingstentamens blok 1.1
06-02 - 24-03	colleges blok 2.1	colleges blok 2.1
27-03 - 14-04	reguliere tentamens blok 2.1 herhalingstentamens blok 1.2	reguliere tentamens blok 2.1 herhalingstentamens blok 1.2
17-04 - 09-06	colleges blok 2.2	colleges blok 2.2
12-06 - 30-06	reguliere tentamens blok 2.2 herhalingstentamens blok 2.1 herhalingstentamens blok 2.2	reguliere tentamens blok 2.2 herhalingstentamens blok 2.1
03-07 - 14-07	-	herhalingstentamens blok 2.2

Op de volgende dagen in 2022-2023 is FEB gesloten en zijn er geen colleges en/of tentamens:

26 december t/m 6 januari	Kerstvakantie
7 april	Goede Vrijdag
10 april	Tweede Paasdag
27 april	Koningsdag
5 mei	Bevrijdingsdag
18 mei	Hemelvaartsdag
29 mei	Tweede Pinksterdag

### 1.2.6 Onderwijs- en toetsvormen

De drie volgende onderwijsvormen komen het meest voor:

- In de hoorcolleges legt de docent de stof van het vak uit. Van jou wordt verwacht dat je de stof vooraf bestudeert en tijdens het college actief participeert.
- Tijdens de werkcolleges wordt vaak de collegestof nader uitgelegd en 'in praktijk gebracht' door een docent of een student-assistent. Ook zul je in kleinere groepen actief aan de slag gaan met de collegestof door middel van oefeningen, sommen of andere kleine opdrachten.
- Een practicum is de meest intensieve onderwijsvorm. Onder begeleiding van een docent of student-assistent werk je individueel of in een kleine groep een probleem uit.

Werkcolleges en practica worden meestal in kleine groepen gegeven. Tijd en plaats van de werkcolleges/practicumbijeenkomsten verschillen per groep. Informatie over groepsindelingen vind je op de Student Portal onder de vakinformatie.

De meest gebruikte toetsvormen waarbij kennis, inzicht en vaardigheden worden getoetst zijn:

- Een schriftelijk of digitaal afgenomen (deel)tentamen met open vragen en/of

meerkeuzevragen.

- Een individuele of groepsopdracht zoals papers, cases, huiswerkopdrachten, essays of onderzoeksrapporten.
- Een mondelinge presentatie (individueel of in een groep).
- Een mondeling tentamen zoals een vraag-en-antwoordgesprek (individueel of in een groep).

Soms is verplichte aanwezigheid en actieve deelname aan hoor-/werkcolleges en practica ook onderdeel van de beoordeling van een vak.

Bij de vakbeschrijvingen in Ocasys kun je zien welke onderwijs- en toetsvorm(en) worden gehanteerd.

De colleges en tentamens vinden plaats op verschillende locaties. Het onderwijs wordt over het algemeen gegeven op het Zernikecomplex. De meeste tentamens worden afgenomen in de Aletta Jacobshal of in de MartiniPlaza.

### **1.2.7 Roostering**

FEB stelt voor elk academisch jaar de college- en tentamenroosters op. FEB hanteert daarbij criteria waaraan de roosters moeten voldoen. Echter, in sommige gevallen kan van de criteria worden afgeweken.

De belangrijkste criteria voor het opstellen van de collegeroosters zijn:

- Elke student die in de studie op schema ligt moet in de gelegenheid zijn om zonder roosterproblemen de verplichte vakken binnen een studiejaar te volgen.
- Voor keuzevakken binnen een studiejaar geldt dat ze zoveel mogelijk zonder overlap met verplichte vakken worden geroosterd. Keuzevakken kunnen onderling wel overlappen.
- De collegeweek start op maandag 09.00 uur en loopt door tot vrijdag 19.00 uur. Op maandag tot en met donderdag kunnen ook avondcolleges na 19.00 uur gepland worden.
- Collegeroosters worden per semester op de Student Portal gepubliceerd op of voor de datum waarop de vakinschrijving voor het betreffende semester wordt opengesteld. Groepsindelingen voor werkcolleges en practica worden bekendgemaakt via de Student Portal.

De belangrijkste criteria voor het opstellen van de tentamenroosters zijn:

- Tentamens van verplichte vakken binnen twee opeenvolgende studie jaren na de propedeuse worden zonder overlap geroosterd.
- Tentamens van keuzevakken mogen onderling overlappen en het kan voorkomen dat er overlap is tussen propedeusetentamens en tweedejaartentamens.
- Voor vakken in hetzelfde opleidingsjaar wordt binnen een studiejaar maximaal één tentamen per dag geroosterd.
- Voor vakken in hetzelfde opleidingsjaar volgt er na een avondtentamen de volgende dag geen ochtendtentamen.
- Tentamens starten op vaste tijden (8.30 uur, 11.45 uur, 15.00 uur en 18.15 uur). Een tentamen duurt twee. Tentamens in de avond kunnen drie uur duren. Tentamens kunnen op zaterdag plaatsvinden.
- Tentamenroosters worden per semester gepubliceerd, gelijktijdig met de collegeroosters.

In individuele gevallen (studievertraging, keuzetrajecten) kan het voorkomen dat bovengenoemde punten niet volledig toegepast kunnen worden.

### **1.2.8 Online cursusinformatie**

Informatie over jouw cursussen is online beschikbaar via de tab Today van de Student Portal. Je vindt hier informatie over je rooster, vakken, tentamens, cijfers, cursusevaluaties en andere studieinformatie. Op de tab Today staat onder 'Courses' voor ieder vak een eigen leeromgeving. Docenten plaatsen hier informatie over het vak, en voegen extra mogelijkheden toe, zoals het inleveren van opdrachten of het downloaden van sheets, presentaties, opgenomen colleges en oude tentamens. Je kan soms ook online oefententamens of deoltoetsen maken.

Als je inschrijving voor de opleiding bij Studielink in orde is, ontvang je een gebruikersnaam en wachtwoord voor het gebruik van de digitale toepassingen, waaronder e-mail, Progress (nodig voor het inschrijven voor tentamens en cursussen) en ook de online cursusinformatie.

Je gebruikersnaam is je studentnummer met een 's' ervoor: dus bijvoorbeeld 's123456'. Je gebruikersnaam en studentnummer houd je voor de rest van de studie.

Kort nadat je je voor een cursus hebt ingeschreven in Progress wordt de cursusinformatie via de tab Today van de Student Portal automatisch beschikbaar.

### **1.2.9 Belangrijke mededelingen**

Het is van belang dat je je op de hoogte stelt van het nieuws en de belangrijke mededelingen over colleges, tentamens, voorlichtingen, inschrijvingsdeadlines en andere 'last minute'-informatie voor studenten. Raadpleeg hiervoor dagelijks de volgende communicatiemiddelen:

- de Student Portal; need to know en nice to know pagina's
- je RUG-mail

Als er een mededeling gepubliceerd is via een van deze communicatiekanalen, dan word je geacht op de hoogte te zijn van de inhoud dit bericht.

### **1.2.10 Afwezigheid**

Als je door ziekte of een andere bijzondere omstandigheid niet aanwezig kunt zijn bij een college, practicum of een tutorbijeenkomst waarvoor aanwezigheidsplicht geldt, meld dat dan bij de betreffende docent of de practicumcoördinator voorafgaand aan de betreffende bijeenkomst. Lijkt de afwezigheid consequenties voor je studieresultaten te hebben en/of een lange periode te gaan bestrijken, meld dit dan ook bij je studieadviseur.

### **1.2.11 Adreswijziging**

Het is belangrijk om een adreswijziging en/of wijziging van je telefoonnummer door te geven. Je kunt je adres- en/of telefoongegevens uitsluitend wijzigen via Studielink. Je wijziging wordt dan automatisch aan de studentenadministratie van de faculteit doorgegeven en gaat per direct in. Als dit niet lukt, kun je contact opnemen met de afdeling Studenten Informatie en Administratie (SIA).

## **1.3 Regels, rechten en plichten**

### **1.3.1 Examencommissie**

#### **Wat doet de examencommissie?**

De examencommissie van FEB is belast met de borging van de kwaliteit en procedure van de tentamens en examens van de opleidingen. Kwaliteitsborging is het proces dat nodig is om vooraf te garanderen dat de kwaliteit (van bijvoorbeeld tentamens en tentamenzittingen) aan de verwachtingen voldoet. De examencommissie bestaat uit een aantal leden van de onderwijsstaf en heeft als adviserende leden een studieadviseur, een medewerker van de afdeling Kwaliteitszorg en een medewerker van de afdeling Onderwijsadministratie.

De examencommissie is gebonden aan de OER en de regels en richtlijnen. Lees voordat je een verzoek indient bij de examencommissie eerst wat er over je vraag in deze regelingen staat.

#### **Waarvoor kan ik bij de examencommissie terecht?**

De examencommissie behandelt onder meer de volgende zaken:

- het aanvragen van een buitenregulier tentamen;
- het aanvragen van toestemming om je scriptie in het Nederlands te schrijven binnen een Engelstalige opleiding;
- het aanvragen van toestemming voor geheimhouding van je scriptie;
- het indienen van een verzoek tot toelating tot vakken en tentamens waar je volgens de regels (nog) niet aan mee mag doen;
- melding van vermoedelijke (tentamen)fraude en plagiaat;
- het aanvragen van een individuele afwijking van de bepalingen zoals vastgelegd in de OER of regels en richtlijnen.

*Algemene vragen over je vakken, cijfers en tentamens kun je stellen aan medewerkers van de Student Support Desk.*

#### **Individuele afwijking van regels**

Wanneer je buitenproportionele studievertraging of studiebelemmering ondervindt ten gevolge van overmacht of bijzondere persoonlijke omstandigheden (zoals langdurige ziekte, een handicap, familieomstandigheden, een topsportstatus of bepaalde bestuurswerkzaamheden) dan kun je de examencommissie vragen of je in aanmerking komt voor een individuele afwijking van een regel, zoals:

- afwijking van studievoortgangseisen;
- (individuele) tentaminering buiten de vastgestelde tentamendatum en/of -tijd;
- afwijking van een reguliere tentamenvorm.

In het geval van overlappende tentamens kun je het betreffende aanvraagformulier invullen op de Student Portal. Kijk wel eerst naar de voorwaarden.

Zodra zich persoonlijke omstandigheden voordoen, moet je contact opnemen met de studieadviseur.

Om in aanmerking te komen voor een individuele afwijking van regels moet je kunnen aantonen dat je al het mogelijke hebt gedaan om de vertraging of belemmering te voorkomen. Voor advies kun je terecht bij de studieadviseurs.

#### **Hoe dien ik mijn aanvraag in?**

De volgende verzoeken kunnen worden ingediend via een aanvraagformulier op de Student Portal:

- vrijstelling of vervanging van vakken;
- regeling overlappende tentamens;
- wijziging van keuzevakken;
- kopie van gemaakt tentamen.

Overige verzoeken kunnen per e-mail worden ingediend (examencie.feb@rug.nl). Vermeld je probleem, welke regeling je aanvraagt en motiveer je verzoek. Wanneer er in je verzoek sprake is van bijzondere persoonlijke omstandigheden, zoals ziekte of een sterfgeval, word je gevraagd hiervan schriftelijk bewijs bij te sluiten. Vermeld altijd je naam, je studentnummer en je opleiding.

### **Hoe en wanneer krijg ik antwoord?**

De examencommissie zorgt ervoor dat je binnen zes weken een reactie krijgt. Dit hoeft (nog) geen besluit te zijn, soms wordt er aanvullende informatie gevraagd. De examencommissie reageert per e-mail op een verzoek.

Meer informatie is op de Student Portal te vinden.

#### **1.3.2 Onderwijs- en examenregeling**

In de OER is onder meer de inhoud van alle onderwijsprogramma's van de faculteit vastgelegd en zijn de rechten en plichten van studenten verwoord. De OERen van de bachelor- en masteropleidingen van FEB zijn te vinden op de FEB-website.

#### **1.3.3 Regels en richtlijnen en regeling waardering opdrachten en deeltentamens**

In de regels en richtlijnen van de examencommissie vind je een nadere invulling van de onderwijs- en examenregelingen alsmede aanvullende regels.

In de regeling waardering opdrachten en deeltentamens van de examencommissie vind je een nadere invulling van de wijze waarop de cijfers voor vakken (en hun tentamens en opdrachten) bepaald worden en wat hun geldigheidsduur is.

De regels en richtlijnen en de regeling waardering opdrachten en deeltentamens vind je op de FEB-website.

#### **1.3.4 Tentamenuitslag**

In de blokken 1.1, 1.2 en 2.1 is de termijn voor het publiceren van de resultaten van een tentamen maximaal 10 werkdagen na de dag waarop het tentamen is afgelegd. In blok 2.2 geldt een kortere termijn voor het bekendmaken van tentamenuitslagen. Uitsluitend de door de onderwijsadministratie op Progress gepubliceerde tentamenuitslagen zijn rechtsgeldig vanaf de in de OER vastgestelde termijn.

Uitslagen van tentamens worden gepubliceerd op Progress. Toegang hiertoe krijg je door in te loggen met je studentnummer en persoonlijke wachtwoord.

In verband met de privacywetgeving worden geen mededelingen over tentamenuitslagen per telefoon of aan derden gedaan. Je kunt op elk gewenst moment je studieresultaten op Progress bekijken.

#### **Tentameninzage**

Na bekendmaking van het cijfer in Progress, kun je gemaakte tentamens binnen een termijn van zes weken inzien. Mogelijkheden voor inzage van het tentamen worden via de Student Portal-pagina van het vak bekend gemaakt.

Tot zes weken nadat de tentamenuitslag bekend is gemaakt kan tegen de uitslag beroep worden aangetekend via het Centraal Loket Rechtsbescherming Studenten (CLRS). Voor contactgegevens zie de RUG-website.

#### **1.3.5 Hertentamens**

Hertentamens vinden in beginsel plaats in het eerstvolgende blok nadat het eerste reguliere tentamen is afgenomen. De hertentamens van blok 2.2 vinden plaats in de tweede helft van de tentamenperiode van blok 2.2.

Voor vakken die twee keer per jaar worden aangeboden kunnen afwijkende regels gelden, zie de individuele vakbeschrijvingen zoals die in Ocasys zijn opgenomen.

#### **1.3.6 Vrijstellingen**

Vrijstelling van bepaalde vakken van FEB kan worden verleend op grond van bepaalde vooropleidingen of diploma's. Je kunt een vrijstelling aanvragen door middel van een formulier op de Student Portal.

Een vak waarvoor een vrijstelling wordt verleend, wordt in Progress geregistreerd met 'VR'. Dit staat gelijk aan het cijfer 6. Je kunt geen vrijstelling vragen voor een vak waarvoor je bij de faculteit een resultaat hebt behaald. Als je een tentamen maakt voor een vak waarvoor een vrijstelling is verleend, dan komt de vrijstelling te vervallen.

Met een vrijstelling op je vakkenlijst kun je niet (summa) cum laude afstuderen. Kijk in de OER voor de verdere voorwaarden voor (summa) cum laude.

### 1.3.7 Richtlijnen voor studiebelasting

Voor het berekenen van de studiebelasting wordt uitgegaan van pagina's van ongeveer 300 woorden.

<b>Richtlijnen studiebelasting</b>			
<b>Leerdoelen</b>	<b>Moeilijk</b>	<b>Gemiddeld</b>	<b>Gemakkelijk</b>
<b>Licht</b> Globale kennisname, hoofdpijnen kennen	8 blz. per uur	13 blz. per uur	18 blz. per uur
<b>Middelmatig</b> Beheersen begrippenkader, oefeningen uitvoeren	6 blz. per uur	10 blz. per uur	14 blz. per uur
<b>Zwaar</b> Analyseren, synthetiseren, evalueren	4 blz. per uur	7 blz. per uur	9 blz. per uur

### 1.3.8 Fraude en plagiaat

De faculteit heeft een streng beleid ten aanzien van fraude en plagiaat. Fraude en plagiaat zijn strijdig met de kern van de academische opleiding: de vorming tot een zelfstandig en kritisch denkend persoon.

#### **Fraude**

Onder fraude wordt verstaan een actie, gedrag of handelwijze waardoor het onmogelijk wordt een juist oordeel te vellen over jouw kennis, inzicht en/of vaardigheden. Hieronder valt onder meer:

- het spieken tijdens tentamens; ook degene die gelegenheid biedt tot spieken is medeplichtig aan fraude;
- het bij zich hebben of dragen van hulpmiddelen tijdens tentamens, waarvan de raadpleging niet uitdrukkelijk is toegestaan: voorgeprogrammeerde rekenmachines, mobiele telefoons, smartwatches, smartglasses, boeken, syllabi, aantekeningen, etc.;
- het door anderen laten maken van (delen van) je studieopdracht en het doen voorkomen alsof het je eigen werk is;
- het verzinnen, vervalsen of manipuleren van enquête- of interviewantwoorden of onderzoeksgegevens (datafraude).

#### **Plagiaat**

Onder plagiaat wordt verstaan het gebruik maken van eerder gepubliceerde ideeën en formuleringen van anderen en jezelf zonder correcte bronvermelding. Plagiaat kan betrekking hebben op ideeën en formuleringen van anderen maar ook van jezelf. Er is niet alleen sprake van plagiaat indien je teksten publiceert maar ook als je ze gebruikt in opdrachten, presentaties of afstudeerwerkstukken. Voorbeelden van plagiaat zijn onder meer:

- het overschrijven van de uitwerking van een opdracht van een medestudent;
- het knippen en plakken van stukken tekst van internet zonder te vermelden waar je de tekst vandaan haalt en waar een citaat precies begint en eindigt;
- het meer dan een keer inleveren van een werkstuk;
- het overschrijven van (een deel van) een scriptie, een boek of een artikel en niet duidelijk aangeven waar een citaat precies begint en eindigt;
- het letterlijk vertalen van een passage uit een andere bron naar het Nederlands (of een andere taal) en niet duidelijk aangeven dat het feitelijk een citaat betreft.

Om plagiaat te ontdekken, wordt onder meer gewerkt met een plagiaatscanner. Dit betekent dat alle opdrachten die studenten maken gecontroleerd worden op plagiaat.



### **Verantwoordelijkheid**

Je bent verantwoordelijk voor het werk dat in jouw naam wordt ingeleverd. Dus als jouw naam op een werkstuk staat dat jij samen met anderen hebt gemaakt en plagiaat bevat, dan ben jij medeverantwoordelijk. Dit geldt zelfs wanneer er een verdeling van taken heeft plaatsgevonden en jij niet actief aan het plagiëren hebt deelgenomen. In geval van verdenking van plagiaat moet je kunnen aantonen dat je alles in het werk hebt gesteld om plagiaat te voorkomen.

### **Gevolgen fraude en/of plagiaat**

Als een docent vermoedt dat een student fraude en/of plagiaat heeft gepleegd, wordt dit gemeld bij de examencommissie. De examencommissie doet vervolgens nader onderzoek, waarbij hoor en wederhoor wordt toegepast. Indien fraude en/of plagiaat bewezen wordt geacht, volgen er sancties.

Raadpleeg voor de regelgeving over fraude en plagiaat de regels en richtlijnen van de examencommissie.

### **1.3.9 Beroepsregeling**

Als je het niet eens bent met de uitslag van een toets of met een beslissing van een orgaan van de universiteit (zoals examinatoren, examencommissie, faculteitsbestuur, college van bestuur), dan kun je binnen zes weken nadat het besluit kenbaar is gemaakt beroep aantekenen via het Centraal Loket Rechtsbescherming Studenten.

## **1.4 Het eerste jaar**

### **1.4.1 Facultaire introductie: Get Started**

Om je goed voor te bereiden op je studie is het raadzaam frequent te kijken op de 'Get-Started'-webpagina's. Hier vind je alle nodige informatie over collegeroosters, inschrijving voor vakken en bestelling van boeken, etc. Nieuwe studenten worden aangeraden om het Get Started evenement bij te wonen dat in de week voor de start van het semester plaatsvindt.

De faculteit gaat ervan uit dat je vanaf je eerste collegedag je colleges bijwoont, je studie serieus neemt en voldoende tijd aan je studie besteedt.

### **1.4.2 Studiebegeleiding**

Het eerste jaar van je opleiding is belangrijk:

- Je merkt of je voor de goede opleiding hebt gekozen. Als je in een vroeg stadium ontdekt dat je verkeerd hebt gekozen, kun je nog van studie veranderen zonder veel tijd te verliezen.
- Bij de overgang naar het wetenschappelijk onderwijs kom je voor veel veranderingen te staan en merk je dat je extra aandacht moet besteden aan motivatie, discipline en zelfstudie.

Je hebt de verantwoordelijkheid om je studievoortgang zelf in de gaten te houden, maar de faculteit biedt voldoende begeleidingsfaciliteiten om je te helpen succesvol te studeren:

- Je krijgt in het eerste jaar intensief onderwijs. Dit houdt in dat je regelmatig werkt in kleine groepjes.
- Je kennis en vaardigheden worden frequent getoetst.
- Je neemt deel aan een studiesuccesgroep.
- Je krijgt een eigen mentor en tutor, waar je terecht kunt met je vragen. Je student-mentor en docent-tutor zullen ook zelf contact met je onderhouden.

Als je het eerste jaar goed afsluit, heb je meer tijd om je te concentreren op het vervolg van je opleiding en desgewenst extracurriculaire activiteiten te ontplooiën, zoals bestuurswerk en stage. Daarnaast zorgt een succesvol eerste jaar ervoor dat je studieprogramma studeerbaar blijft.

### **1.4.3 Studiesuccesgroepen**

Bij de start van het eerste studiejaar word je ingedeeld in een zogenaamde studiesuccesgroep (SSG). De SSG bestaat uit 12-15 eerstejaarsstudenten en komt een keer per week bijeen in het eerste blok, onder leiding van een mentor. Dit is een ouderejaars student die speciaal is opgeleid voor deze bijeenkomsten. Tijdens de bijeenkomsten wissel je informatie uit over onder meer effectief studeren, studieplanning, het maken van samenvattingen, voorbereiding van en deelname aan tentamens, praktische zaken en extracurriculaire activiteiten.

Naast de mentor heeft iedere SSG ook een tutor. Dit is een docent van de faculteit. De tutor voert in blok 1.2 een individueel kennismakingsgesprek én een resultaten- en planningsgesprek. Je ontvangt hiervoor een uitnodiging van je tutor. Je studievoortgang en je algemene welzijn staan centraal tijdens de tutorgesprekken. Ook je studieresultaten worden besproken. Als je studieresultaten daar aanleiding toe geven, heb je ook een of twee gesprekken in het tweede semester van het eerste jaar. Het doel van het tutorsysteem is om studenten persoonlijke aandacht en regelmatige en persoonlijke feedback te geven.

### **1.4.4 Bindend studieadvies**

Alle bacheloropleidingen van FEB kennen een bindend studieadvies voor de propedeutische fase. Dit houdt in dat je in het eerste jaar van je opleiding minimaal 45 EC<sup>2</sup> (van de 60 EC waaruit een studiejaar bestaat) moet behalen. Lukt dit niet, dan moet je stoppen met je opleiding. Het is dus belangrijk om vanaf de start toe te werken naar het behalen van 60 EC. Na twee à drie weken heb je al de eerste deeltentamens. Wil je deze succesvol kunnen afronden, dan moet je vanaf het eerste college aan de slag. Dat betekent colleges voorbereiden en bijwonen, huiswerk/opdrachten maken en kritische vragen over de leerstof kunnen beantwoorden.

Je studieresultaten vormen de basis voor de voortgangsadviezen die je na iedere

<sup>2</sup> Kijk voor de regeling en uitzonderingen op de bindend studieadvies (BSA) webpagina van de RUG of op de Student Portal

tentamenperiode ontvangt. De voornaamste functie van tussentijdse voortgangsadvisen is het bevorderen van je eigen oordeelsvorming over je studieaanpak en het al dan niet doorstuderen (zelfselectie). Je ontvangt vier keer per jaar, na elke tentamenperiode, een overzicht van je studieresultaten. Bij het tweede overzicht zit een voorlopig studieadvies om je te helpen het eerste jaar succesvol af te ronden of om een ander programma te overwegen. Het laatste overzicht ontvang je na afloop van de hertentamens van blok 2.2. Hierop volgt een definitief studieadvies. Dit kan positief of negatief zijn. Een negatief studieadvies is bindend.

### Een negatief BSA en dan?

Als je een negatief BSA ontvangt voor je opleiding, word je de volgende twee jaren niet toegelaten tot diezelfde opleiding of een opleiding die tot hetzelfde cluster behoort. Als je een negatief BSA verwacht te krijgen, kun je het beste op tijd op zoek gaan naar een andere studie. De eerste logische stap is contact opnemen met je studieadviseur of je tutor. Als je al weet met welke andere studie je wilt beginnen, neem dan ook contact op met de studieadviseur van die opleiding. Je kunt ook terecht bij het Studenten Service Centrum voor bijvoorbeeld een studiekeuzeworkshop voor o.a. eerste- en tweedejaars studenten. Zie ook de complete BSA-regelgeving in het BSA-handboek, te vinden op de RUG-website.

### Het eerste jaar niet gehaald, maar wel aan BSA-norm voldaan?

Als je het eerste studiejaar na een jaar nog niet gehaald hebt, maar je hebt wel voldaan aan de BSA-norm, wordt vanaf het tweede inschrijvingsjaar vooral aandacht besteed aan tijdige afronding van het eerste jaar. Zo moet je aan het begin van het tweede jaar een studieplanning maken, die je bespreekt met je tutor.

#### 1.4.5 Overzicht begeleiding gedurende de propedeutische fase

Wanneer	Actie
In blok 1.1	Begeleiding door een student-mentor (Studiesuccesgroep). Jouw rol: actieve deelname en voorbereiding van het gesprek.
Na elke tentamenperiode	Schriftelijk bericht en advies m.b.t. je studievoortgang. Jouw rol: neem contact op met de tutor of de studieadviseur als je vragen hebt. Bij persoonlijke omstandigheden die je belemmeren tijdens je studie, dien je binnen vier weken na het ontstaan ervan contact op te nemen met de studieadviseur.
Na blok 1.1	Je tutor nodigt je uit voor een gesprek. Jouw rol: voorbereiden van het gesprek. Je kunt ook zelf een gesprek met je tutor of studieadviseur aanvragen.
Na blok 1.2	Je tutor nodigt je uit voor een gesprek als je studieresultaten hiertoe aanleiding geven. In dit gesprek wordt aandacht besteed aan je resultaten en het voorlopig studieadvies dat je zult ontvangen. Jouw rol: voorbereiden van het gesprek. Je kunt ook zelf een gesprek met je tutor of studieadviseur aanvragen.
Na blok 2.1	Als het waarschijnlijk is dat je een negatief Bindend Studieadvies zult ontvangen nodigt je tutor je uit voor een gesprek. Jouw rol: voorbereiden van het gesprek. Je kunt ook zelf een gesprek met je tutor of studieadviseur aanvragen.
Na de laatste tentamenperiode (juli)	Je ontvangt een schriftelijk studieadvies, dat bindend is als het negatief is. Jouw rol bij een negatief studieadvies: nadenken over de opleiding die bij jouw kwaliteiten past en eventueel een 'exit'-gesprek voeren met de studieadviseur.
Diverse tijdstippen	Keuzevoorlichting over het vervolg van je bachelor in het tweede jaar, studie in het buitenland, honours programma e.d.
Tweede jaar: in blok 1.1	Heb je het eerste jaar nog niet afgerond, maar heb je wel voldaan aan de BSA-norm, dan maak je een studieplanning met de tutor.

## **1.5 Studieadviesing**

### **1.5.1 Studieadviseurs**

Verskillende factoren spelen een rol bij succesvol studeren en het is dan ook niet vreemd als je behoefte hebt aan een objectieve, deskundige gesprekspartner om te kijken of je studie nog op schema ligt en of je wel het maximale uit je studie haalt. Daarom heeft de faculteit een aantal studieadviseurs in dienst.

De studieadviseurs verzorgen vakoverstijgende begeleiding. Zij spelen een belangrijke rol in de studieloopbaanbegeleiding van de faculteit. Vanzelfsprekend wordt alle informatie vertrouwelijk behandeld.

Vraag gericht advies van je studieadviseur over:

- persoonlijke begeleiding van 'start tot finish';
- analyse van je interesses, talenten en ambities;
- keuze van je studierichting, keuzevakken, specialisatie/master, honours traject, tweede studie e.d.;
- keuze van specifieke activiteiten, zoals studie in het buitenland, bestuurswerk en stage;
- verbetering van je studiemethode, tentamenvoorbereiding, planning, scriptie e.d.;
- ondersteuning bij persoonlijke omstandigheden en belemmeringen;
- problemen met de onderwijsorganisatie, ongewenste intimiteiten, problemen met een begeleider e.d.

#### **Persoonlijke omstandigheden**

Je kunt in je studietijd studievertraging oplopen door bijzondere omstandigheden (overmacht) of het beoefenen van topsport. Hierdoor kan het gebeuren dat je meer tijd voor je opleiding nodig hebt dan de periode waarvoor je studiefinanciering krijgt. Het is daarom mogelijk om, onder voorwaarden, financiële ondersteuning uit het Profileringsfonds aan te vragen. De belangrijkste voorwaarde om in aanmerking te komen voor financiële ondersteuning uit het Profileringsfonds is, dat je de bijzondere omstandigheden binnen vier weken na het ontstaan ervan meldt bij je studieadviseur.

Denk je 15 EC of meer studievertraging op te lopen, dan moet je dit ook melden bij de studentendecaan via het Studenten Service Centrum. Een afspraak met een studentendecaan is in dit geval voorwaarde voor je recht op financiële compensatie van je studievertraging. Je bent er als student zelf verantwoordelijk voor dat je je studievertraging op tijd en bij de juiste instantie meldt. Meer informatie over deze regeling vind je in het studentenstatuut.

Soms maken persoonlijke omstandigheden aanpassingen in onderwijs of toetsing noodzakelijk. Het gaat daarbij meestal om:

- bepaalde voorzieningen (extra tentamentijd, aangepast toetsmateriaal);
- afwijkingen van de OER;
- afwijkende tentamentijd en/of -plaats;
- aanpassing van studievoortgangregels.

Samen met de studieadviseur bespreek je voor welke voorzieningen je in aanmerking kan komen, welke afwijkingen van de OER kunnen worden aangevraagd, of het nodig is je studietempo of studieplanning aan te passen, et cetera.

Je kunt een afspraak maken met een studieadviseur via de Student Support Desk.

#### **Andere mogelijkheden voor advies en ondersteuning**

Voor andere vormen van advies en begeleiding kun je terecht bij het Studenten Service Centrum (studentendecanen, studentenpsychologen en cursussen voor studievaardigheden) en de vertrouwenspersoon van de RUG. Kijk voor meer informatie op de Student Portal. Als je andere vragen hebt, kun je contact opnemen met de studieadviseurs of met het Studenten Service Centrum.

### **1.5.2 Voorlichtingsactiviteiten**

Je moet gedurende je studie belangrijke keuzes maken die van invloed zijn op je studieloopbaan en je verdere carrière. Om je hierbij te helpen organiseert FEB diverse voorlichtingsactiviteiten.

### **Pick Your Profile**

Ben je eerstejaarsstudent van de bacheloropleiding Bedrijfskunde of bacheloropleiding Economics and Business Economics en weet je nog niet welk profiel je moet kiezen na het behalen van je propedeuse? Om je hierbij te helpen organiseert FEB samen met EBF Pick Your Profile: een evenement met informatie over de verschillende profielen, lezingen van experts uit het bedrijfsleven en/of workshops. Pick Your Profile wordt elk jaar in april/mei aangeboden.

### **Master's day**

Wil je weten welke masteropleiding past bij je carrièredoelen? Of weet je nog niet welke masteropleidingen je wilt gaan volgen na het behalen van je bacheloropleiding? Of wil je weten wat de ingangseisen zijn voor de masteropleiding? Dit evenement helpt je daarbij. Het evenement biedt presentaties over de verschillende masteropleidingen en een informatiemarkt waar je informatie kunt krijgen van docenten, studieadviseurs en huidige masterstudenten. De mastervoorlichting wordt elk jaar in maart en november aangeboden.

### **1.5.3 Studenten Informatie en Administratie**

De afdeling Studenten Informatie en Administratie (SIA) helpt met vragen over inschrijving, collegegeld, beurzen en immigratie. SIA bestaat uit de volgende afdelingen: de Centrale Studenten Administratie, het Admissions Office, de Immigration Service Desk en de Mobility and Scholarship Desk. Voor meer informatie zie de website van SIA.

### **1.5.4 Studenten Service Centrum**

Als je meer ondersteuning nodig hebt dan de studieadviseurs kunnen geven, kun je terecht bij het Student Service Centrum (SSC).

#### **Informatie, advies en begeleiding**

De studentendecanen van het SSC zijn gespecialiseerd in financiële kwesties en vragen die te maken hebben met je rechtspositie. Zij kunnen je informeren en adviseren over in- en uitschrijven, studiefinanciering, studiekeuze, studeren met een functiebeperking en bezwaar- en beroepsprocedures. Als je studievertraging oploopt door omstandigheden waar je geen invloed op hebt, bijvoorbeeld door ziekte of familieomstandigheden, dan moet je dat niet alleen direct bij je eigen studieadviseur melden. Als de vertraging 15 EC of meer is moet je dit ook bij een studentendecaan melden om in aanmerking te komen voor financiële compensatie uit het Profileringsfonds van de universiteit. Meer hierover vind je op de Student Portal.

#### **Coaching en kortdurende therapie**

Als je studie belemmerd wordt door studiestress, faalangst, concentratieproblemen of psychische klachten bieden de psychologen van het SSC ondersteuning. De ondersteuning bestaat doorgaans uit een intake, gevolgd door een aantal individuele of groeps gesprekken.

#### **Trainingen en workshops**

De trainers van het SSC verzorgen cursussen, trainingen en workshops op het gebied van succesvol studeren en persoonlijke ontwikkeling. Je kunt kiezen uit een breed aanbod dat steeds actueel wordt gehouden. Daarbij kun je bijvoorbeeld denken aan cursussen effectief studeren of het aanpakken van uitstelgedrag.

Kijk voor meer informatie en voor de contactgegevens en openingstijden van het SSC op de Student Portal.

## **1.6 Verbreding en verdieping van je studie**

### **1.6.1 Minoren**

Bij de meeste bacheloropleidingen van FEB dient een minor gevolgd te worden. Een minor omvat 30 EC en wordt in principe in het eerste semester van het derde jaar gevolgd.

Binnen FEB worden drie categorieën minoren onderscheiden:

- Een universitaire minor is een minor die door een andere faculteit van de RUG wordt aangeboden. Een universitaire minor stelt je in staat jouw blikveld te verbreden door over de grenzen van jouw eigen vakgebied heen te kijken. Het aanbod aan universitaire minoren is te vinden op de RUG-website. Studenten van FEB mogen geen universitaire minor kiezen die wordt aangeboden door FEB. Een uitzondering geldt voor de universitaire minor Energy, die wel door FEB-studenten mag worden gevolgd.
- Een facultaire minor geeft jou de gelegenheid je verder te verdiepen in één of meerdere deelgebieden van het bedrijfskundig-economisch vakgebied. In het programmaoverzicht van de eigen opleiding kun je zien welke facultaire minoren gevolgd mogen worden.
- Je kunt ook kiezen voor een buitenlandminor. Dit betekent dat je in het eerste semester van het derde jaar voor 30 EC aan vakken aan een buitenlandse universiteit kunt volgen. FEB heeft hiervoor samenwerkingscontracten afgesloten met een groot aantal universiteiten in het buitenland.
- Het is niet toegestaan delen van verschillende minoren met elkaar te combineren.

De verplichting een minor te volgen geldt niet voor alle opleidingen van FEB. Per opleiding zijn de regels als volgt:

- Studenten van de BSc Bedrijfskunde (m.u.v. het profiel A&C) kunnen kiezen uit alle drie de categorieën minoren.
- Studenten van de BSc Econometrics and Operations Research kunnen kiezen uit alle drie de categorieën minoren.
- Studenten van de BSc E&BE, profiel Business Economics, profiel Economics of profiel Economic Development and Globalization kunnen kiezen uit alle drie de categorieën minoren.
- Studenten van de BSc E&BE, profiel International Economics and Business zijn vanaf 2020-2021 niet langer verplicht een buitenlandminor te volgen. Deze studenten kunnen kiezen uit alle drie de categorieën minoren.
- Studenten van de BSc International Business zijn verplicht een buitenlandminor te volgen.

Meer informatie over de minoren en de toelatingseisen is te vinden op de RUG-website. Voor algemene informatie over de buitenlandminor kun je terecht op de Student Portal.

### **1.6.2 Honours College**

Het Honours College van de Rijksuniversiteit Groningen biedt gemotiveerde studenten de mogelijkheid om buiten hun reguliere studieprogramma's verder te studeren door aanvullende cursussen en activiteiten te volgen in het kader van de bachelor- en master honours-programma's. Het uitgangspunt van beide programma's is studenten te stimuleren hun persoonlijke vaardigheden verder te ontwikkelen en hun ware talent te vinden.

In het bachelor honoursprogramma, dat 45 extra EC omvat, is het de bedoeling dat studenten zich verder verdiepen in hun studiegebied en kennis maken met andere studierichtingen dan economie en bedrijfskunde. Het master honoursprogramma, dat 15 extra EC omvat, is gericht op de ontwikkeling van leiderschapsvaardigheden. In beide honoursprogramma's ligt de nadruk op een interdisciplinaire benadering van wetenschappelijke en maatschappelijke vraagstukken.

Deelname aan deze programma's is mogelijk zonder betaling van extra collegegeld, maar studenten moeten wel een aanvraag indienen en succesvol een selectieprocedure doorlopen in het begin van hun studie om één van deze programma's te mogen volgen.

Meer informatie over beide programma's is beschikbaar op de Student Portal.

### **1.6.3 Focusgebieden binnen masteropleidingen**

FEB heeft binnen de masteropleidingen negen speciale aandachtsgebieden, de zogenoemde focusgebieden. Wanneer je de vakken behorende bij een focusgebied succesvol hebt afgerond

kun je een vermelding hiervan op je diplomasupplement aanvragen. Meer informatie kun je vinden in de OER en op de website van FEB.

### **Focusgebieden binnen één masteropleiding**

De opleiding MSc Economics heeft de volgende focusgebieden:

- Competition and Regulation
- Health Economics
- Monetary Policy

De opleiding MSc Economic Development and Globalization heeft de volgende focusgebieden:

- Globalization, Growth and Development
- International Capital and Globalization

### **Focusgebied gekoppeld aan enkele masteropleidingen**

De opleidingen MSc Business Administration (alle profielen behalve Health), MSc Finance, MSc International Business Management en MSc International Financial Management hebben het volgende focusgebied:

- Sustainable Society

De opleidingen MSc Economics, MSc Finance en MSc International Financial Management hebben het volgende focusgebied:

- Finance and Development

### **Focusgebieden niet gekoppeld aan een specifieke opleiding binnen FEB**

Focusgebieden die niet gekoppeld zijn aan een specifieke opleiding binnen FEB zijn:

- Energy
- Digital Business

Voor studenten van de MSc Supply Chain Management, de MSc International Business and Management en de Research Master is het niet mogelijk om een aantekening van het focusgebied Digital Business te krijgen op hun diplomasupplement.

In sommige gevallen doe je één of meer vakken van het focusgebied extracurriculair. Het is niet in alle gevallen te voorkomen dat de lestijden van sommige vakken van een focusgebied overlappen met vakken van je programma. Let hierop voordat je de keuze voor een bepaald focusgebied maakt.

#### **1.6.4 Loopbaanoriëntatie: FEB Career Services**

Tijdens je studie maak je keuzes die van invloed kunnen zijn op je carrière na je afstuderen. Keuzes zoals je studieprogramma en extracurriculaire activiteiten. FEB Career Services begeleidt je in de overgang van studie naar werk, door

- je te ondersteunen bij het onderzoeken van wat je belangrijk en interessant vindt in je toekomstige loopbaan,
- je te laten zien hoe je je kunt voorbereiden en
- je te verbinden met potentiële werkgevers en alumni.

Dit proces is belangrijk omdat de arbeidsmarkt competitiever is dan ooit en snel verandert onder invloed van flexibilisering, digitalisering en internationalisering. Werkgevers letten niet alleen op kennis, maar ook steeds vaker op vaardigheden en extracurriculaire activiteiten. Ze vinden het belangrijk dat afgestudeerden kunnen laten zien wat hun toegevoegde waarde is naast de formele kwalificaties die bij het diploma horen.

Je kunt daarvoor deelnemen aan activiteiten die passen bij jouw talenten en interesses zoals stages, learning communities, skills- en sollicitatiewerkshops, events en consultancy projecten. De loopbaanadviseurs en het studententeam van FEB Career Services helpen je verder met het beantwoorden van vragen zoals 'Wat wil ik?', 'Wat past bij mij?' en 'Hoe kan ik mij ontwikkelen?'. Zo ontwikkel jij je vaardigheden en zorg je ervoor dat je goed voorbereid begint aan de start van je loopbaan.

Voor meer informatie over de activiteiten en diensten ben je welkom in de FEB Career Service ruimte in de Plaza of op de Student Portal.

## **Alumni als mentor**

Het FEB Alumni Network platform biedt jou de mogelijkheid om gebruik te maken van de waardevolle kennis en ervaring van alumni op de arbeidsmarkt. Op het platform kun je direct contact zoeken met alumni voor vragen over je loopbaan, het werkveld of bijvoorbeeld solliciteren.

Wil je meer informatie over alumni mentoren, mail dan de alumni officer via: febalumni@rug.nl.

### **1.6.5 Studeren in het buitenland**

Een belangrijk kenmerk van het huidige hoger onderwijs is internationalisering. Daarom hebben de universiteit en de faculteit internationalisering tot een speerpunt gemaakt in hun langetermijnstrategie.

Voor studenten is internationalisering een belangrijk onderdeel van hun studie. Het verruimt de blik, niet alleen op academisch niveau, maar ook op het gebied van persoonlijke ontwikkeling. Het draagt er tevens toe bij dat hun inzetbaarheid op de arbeidsmarkt wordt vergroot.

In het studiejaar 2022-2023 zal vanwege coronabeperkingen fysiek studeren in het buitenland wellicht beperkt of niet mogelijk zijn.

### **Uitwisseling**

De faculteit heeft veel bilaterale samenwerkingsovereenkomsten met universiteiten in Europa en daarbuiten. Deze overeenkomsten hebben als doel uitwisseling van studenten te bevorderen.

Het Exchange Office is onderdeel van de afdeling Student Support en verantwoordelijk voor het uitzenden en ontvangen van uitwisselingsstudenten. Naast het promoten en ondersteunen van studentenuitwisseling, vormen het onderhouden van contacten met en het uitbreiden van het aantal partneruniversiteiten belangrijke activiteiten van het Exchange Office.

Je kunt voor informatie over internationalisering ook terecht op de Student Portal.

### **Double-degreeprogramma's (DD-programma's)**

FEB biedt DD-programma's aan op zowel bachelor- als masterniveau. DD-programma's zijn opgezet met partneruniversiteiten in Chili, China, Duitsland, Engeland, Frankrijk, Hongarije, Indonesië, Italië, Noorwegen, Roemenië en Zweden.

DD-programma's geven toegang tot andere vakken en onderzoeksgebieden dan die door de eigen universiteit worden aangeboden. Ze bieden studenten een diepere en/of bredere benadering van hun gekozen onderwerp en een breed scala aan nieuwe keuzevakken. Bovendien bieden deze programma's een niveau van internationale ervaring dat verder gaat dan een traditioneel uitwisselingsprogramma.

Deelname aan een DD-programma biedt een aantal voordelen:

- Je kunt twee geaccrediteerde diploma's behalen van twee opleidingen in minder tijd en/of met minder kosten.
- Je kunt ervaring opdoen met internationale samenwerking en als een fulltime student functioneren in een ander land en tegelijkertijd je taalvaardigheden verbeteren.
- Je kunt je kennis van een vakgebied verdiepen en verbreden in een andere onderzoeks- en academische omgeving.
- Je kunt je internationale netwerk vergroten en academische en professionele contacten leggen in een ander land.
- Je kunt je carrièremogelijkheden verbeteren door alumnus te worden van twee internationaal bekende universiteiten in twee verschillende landen.



## **1.7 Afstuderen**

### **1.7.1 Afronden propedeutische fase**

Heb je de propedeutische fase afgerond en wil je hiervan een bewijs, dan kun je een gewaarmerkte cijferlijst met de vakken en resultaten van je propedeutische fase aanvragen bij de Student Support Desk.

### **1.7.2 Goedkeuring bachelorprogramma**

Het is belangrijk dat je tijdig goedkeuring aanvraagt voor je bachelorprogramma via Progress. Alle programma's dienen goedgekeurd te worden door de examencommissie. Je kunt zelf door middel van de goedkeuringsaanvraag vaststellen of je vakkenpakket zal leiden tot een diploma. Daarbij geeft de goedkeuringsaanvraag inzicht in welke vakken je nog dient af te ronden. Zonder goedkeuring van je bachelorprogramma mag je niet aan je bachelorscriptie beginnen. Dit betekent dat je uiterlijk zes weken voor je met je scriptie gaat beginnen digitaal een aanvraag voor goedkeuring van je vakkenpakket moet indienen bij de examencommissie. Je kunt je goedkeuringsaanvraag uitsluitend indienen via Progress. Meer informatie is te vinden op de Student Portal.

### **1.7.3 Afstuderen en uitreiking bachelordiploma**

Je hebt voldaan aan de eisen voor het verkrijgen van een bachelordiploma wanneer:

- je bachelorprogramma is goedgekeurd in Progress door de examencommissie;
- je alle onderdelen van je bachelorprogramma met een voldoende hebt afgerond en dit in Progress staat geregistreerd;
- je scriptie is geüpload in de Student Portal, onder FEB Thesis evaluation and archiving;
- je ingeschreven staat voor de juiste bacheloropleiding (controleer dit in Studielink).

Daarnaast moet je controleren:

- of de resultaten van de vakken binnen jouw programma die je hebt behaald bij andere faculteiten en/of in het buitenland ook zijn bijgeschreven in Progress;
- of de vakcodes van de vakken die je hebt behaald overeenkomen met de vakcodes van de vakken in jouw bachelorprogramma.

Zodra het laatste studieresultaat is verwerkt en jouw programma is goedgekeurd word je namens de examencommissie door de afdeling Educational Administration geslaagd gemeld. Jouw bachelordiploma wordt daarna automatisch aangemaakt. Het diploma wordt gedateerd op de datum waarop je geslaagd bent verklaard.

Je wordt per e-mail op de hoogte gebracht van jouw geregistreerde afstudeerdatum. Je hebt na deze e-mail twee weken de tijd om jouw afstudeerdatum uit te stellen voordat deze definitief wordt.

Bachelordiploma-uitreikingen vinden twee keer per jaar plaats. Op de Student Portal wordt bekend gemaakt wanneer de diploma-uitreiking plaatsvindt. Je kunt je tot uiterlijk zes weken van tevoren, zolang er plaats is, aanmelden voor een uitreiking via het online aanvraagformulier op de Student Portal. De deelnemers aan de diploma-uitreiking ontvangen een uitnodiging per e-mail waarin de plaats en tijd worden vermeld.

Wanneer je je niet aanmeldt voor de diploma-uitreiking, ontvang je per e-mail een bericht zodra het diploma gereed is en je deze kunt komen afhalen bij de Student Support Desk.

### **1.7.4 Goedkeuring masterprogramma**

Het is belangrijk dat je tijdig goedkeuring aanvraagt voor je masterprogramma via Progress. Alle programma's dienen goedgekeurd te worden door de examencommissie. Je kunt zelf door middel van de goedkeuringsaanvraag vaststellen of je vakkenpakket zal leiden tot een diploma. Daarbij laat de goedkeuringsaanvraag zien welke vakken je nog dient af te ronden. Zonder goedkeuring van je masterprogramma mag je niet aan je masterscriptie beginnen. Dit betekent dat je uiterlijk zes weken voor je met je scriptie gaat beginnen digitaal een aanvraag voor goedkeuring van je vakkenpakket moet indienen bij de examencommissie. Je kunt jouw goedkeuringsaanvraag uitsluitend indienen via Progress. Meer informatie is te vinden op de Student Portal.

### **1.7.5 Afstuderen en uitreiking masterdiploma**

Je hebt voldaan aan de eisen voor het verkrijgen van een masterdiploma wanneer:

- je masterprogramma is goedgekeurd door de examencommissie;
- je alle onderdelen van je bachelorprogramma met een voldoende hebt afgerond en dit in Progress staat geregistreerd;
- je scriptie is geüpload in de Student Portal, onder FEB Thesis evaluation and archiving;
- je ingeschreven staat voor de juiste masteropleiding (controleer dit in Studielink).

Daarnaast moet je controleren:

- of de resultaten van de vakken binnen je masterprogramma die je hebt behaald bij andere faculteiten en/of in het buitenland ook zijn bijgeschreven in Progress;
- of de vakcodes van de vakken die je hebt behaald overeenkomen met de vakcodes van de vakken in je masterprogramma.

Voor de datering van het resultaat voor de masterscriptie wordt standaard de datum van het eindgesprek op het beoordelingsformulier aangehouden. Indien een opleiding geen eindgesprekken houdt, wordt de datum van het inleveren van de definitieve versie van de masterscriptie gehanteerd. Zodra het laatste studieresultaat is verwerkt en jouw programma is goedgekeurd word je namens de examencommissie door de Educational Administration geslaagd gemeld. Jouw masterdiploma wordt daarna automatisch aangemaakt. Het diploma wordt gedateerd op de datum waarop je geslaagd bent verklaard.

Je wordt per e-mail op de hoogte gebracht van je geregistreerde afstudeerdatum. Je hebt na deze e-mail twee weken de tijd om je afstudeerdatum uit te stellen voordat deze definitief wordt.

Masterdiploma-uitreikingen vinden meerdere keren per jaar plaats. Afhankelijk van je opleiding worden er collectieve of individuele uitreikingen gehouden. Op de Student Portal vind je hierover meer informatie, waaronder een lijst met data van uitreikingen. Je kunt je tot uiterlijk vier weken van tevoren aanmelden voor een uitreiking via het online aanvraagformulier op de Student Portal. Als de uitreiking op de datum van je voorkeur vol is, krijg je daar zo spoedig mogelijk bericht over en kun je een andere datum kiezen of ervoor kiezen je diploma op te halen bij de Student Support Desk.

Afhankelijk van het type uitreiking waaraan je kunt deelnemen, dien je van tevoren te overleggen of je afstudeerbegeleider ook aanwezig kan zijn op de dag van je keuze. De deelnemers aan de diploma-uitreiking ontvangen uiterlijk twee weken van tevoren een uitnodiging per e-mail waarin de plaats en tijd van de uitreiking worden vermeld.

Wanneer je je niet aanmeldt voor een diploma-uitreiking, ontvang je per e-mail een bericht zodra het diploma gereed is. Je kun deze daarna afhalen bij de Student Support Desk.

## **1.8 (Studie)financiering**

### **1.8.1 Studiekostenbeleid**

De RUG kent een prijsbeleid studiekosten. Doel van deze regeling is beheersing van de kosten voor studiemateriaal, zodat de component 'studiekosten' in de studiefinanciering niet te boven wordt gegaan. Voor 2022-2023 is het normbedrag € 809,-. Per opleidingsfase geldt een plafondbedrag van het aantal cursusjaren x normbedrag. Zo is het plafondbedrag voor:

- een bacheloropleiding € 2.427,- (3 x € 809,-);
- een éénjarige masteropleiding € 809,-;
- een tweejarige masteropleiding € 1.618,- (2 x € 809,-).

Een enkele keer is het onvermijdelijk dat de kosten hoger zijn dan het plafondbedrag. In dat geval kan de helft van het bedrag dat je meer kwijt bent bij het faculteitsbestuur worden teruggevraagd door middel van het overleggen van aankoopbewijzen.

Je kunt je verzoek tot gedeeltelijke teruggave van studiekosten indienen bij de Financial Shared Service Centre, Cluster Alfa Gamma 2. Vermeld duidelijk je naam, adres met postcode, studentnummer en IBAN-nummer. Sluit bonnen of nota's van alle aangeschafte studiematerialen bij en maak hiervan in een spreadsheet een optelling uitgesplitst naar blok. Hieruit moet blijken dat de daadwerkelijke kosten hoger waren dan het door de minister vastgestelde plafondbedrag. Verzoeken zonder bewijsstukken worden niet in behandeling genomen.

Kosten die je voor je studie in het buitenland hebt gemaakt, vallen niet onder het prijsbeleid studiekosten.

### **1.8.2 Studiefinanciering**

Voor informatie over studiefinanciering kun je terecht bij de Dienst Uitvoering Onderwijs (DUO) of de Studenten Informatie en Administratie van de RUG.

### **1.8.3 1-februarieregeling**

Indien je voor het eerst als HBO- of WO-student staat ingeschreven en de studiefinanciering, inclusief het studentenreisproduct, stopzet voor 1 februari, worden eventuele schulden van je aanvullende beurs en OV-chipkaart van de eerste vijf maanden omgezet in een gift.

Voorwaarde is wel dat je in datzelfde studiejaar niet opnieuw studiefinanciering aanvraagt voor een (andere) opleiding in het Hoger Onderwijs. De omgezette maanden gaan af van het totale recht op studiefinanciering voor het Hoger Onderwijs. Leningen worden niet omgezet in een gift. Je kunt eenmalig gebruik maken van deze regeling.

Neem in geval van vragen contact op met DUO of de Studenten Informatie en Administratie van de RUG.

### **1.8.4 Noodfonds**

Kom je onverwacht voor grote uitgaven te staan? Dreig je hierdoor in een acute financiële noodsituatie terecht te komen? Het Noodfonds biedt hulp bij onvoorziene uitgaven die je draagkracht ver te boven gaan en waartegen je je redelijkerwijs niet had kunnen verzekeren. Meer informatie en het aanvraagformulier vind je op de Student Portal.

## **1.9 Kwaliteitszorg**

### **1.9.1 Kwaliteitszorgsysteem onderwijs**

De faculteit beschikt over een kwaliteitszorgsysteem, waarmee alle aspecten van de opleidingen op een systematische wijze worden gecontroleerd en waar nodig aangepast. Dit systeem draagt bij aan:

- het continu verbeteren van de opleiding;
- kwalitatief goed onderwijs;
- het tijdig signaleren van problemen en/of gebreken bij een opleiding.

Het kwaliteitszorgsysteem omvat onder andere cursus- en curriculumevaluaties. Daarvoor is de bijdrage van studenten essentieel. Jouw feedback kan de faculteit helpen het onderwijs nog verder te verbeteren.

Bij de cursusevaluaties is het uitgangspunt dat jaarlijks alle aangeboden cursussen geëvalueerd worden. Alle studenten die aan een cursus hebben deelgenomen, ontvangen tijdens de tentamenperiode via hun studentmail een link naar een online-vragenlijst. De resultaten van de evaluaties worden gebruikt om cursussen te verbeteren. Je kunt samenvattingen van evaluatierapporten en verbeterplannen inzien op de Student Portal.

Curriculumevaluaties zijn gericht op het vaststellen van de kwaliteit van de onderwijsprogramma's. Dit onderdeel kent twee aspecten: studenttevredenheid en 'peer'-beoordeling.

- Studenten kunnen hun mening kenbaar maken via de vragenlijsten die bij afsluiting van de bachelor of master worden afgenomen.
- Daarnaast vindt door middel van een curriculummonitor een periodieke beoordeling van het curriculum door 'peers' (docenten, onderwijskundigen, opleidingsdirecteuren en vakgenoten) plaats. Een dergelijke peer review is belangrijk als aanvulling op de kwaliteitsbeoordeling door studenten.

Voor alle vragen over onderwijskwaliteit kun je contact opnemen via [eduqua.feb@rug.nl](mailto:eduqua.feb@rug.nl).

### **1.9.2 Klachten**

Als je klachten hebt over het onderwijs, aarzel dan niet om hier direct iets mee te doen. Dit kan op verschillende manieren, afhankelijk van de aard en ernst van de kwestie. In veruit de meeste gevallen is het aan te raden om eerst persoonlijk contact te leggen met de direct betrokkene. Zo kun je voor een klacht over een vak het beste bij de docent of het desbetreffende secretariaat terecht. Betreft jouw klacht de onderwijsorganisatie, bijvoorbeeld roostering, tentamendatum, registratie studieresultaten of buluitreiking, ga dan naar de Student Support Desk.

Het kan voorkomen dat het persoonlijk contact geen oplossing oplevert. In dat geval kun je via de Student Support Desk een klacht indienen. Elke klacht wordt vertrouwelijk behandeld. Je wordt geïnformeerd over de ondernomen acties of afspraken.

Leidt dit niet tot een oplossing, of betreft het meer persoonlijke problematiek, dan kun je het vraagstuk vertrouwelijk voorleggen aan een studieadviseur, de studentendecaan (Studenten Service Centrum), de ombudsfunctionaris of de vertrouwenspersoon van de RUG. Zij kunnen bemiddelen of andere wegen voorstellen.

Het is raadzaam om van tevoren advies in te winnen bij medestudenten. Je kunt ook contact opnemen met Quest, de studentenbelangenvereniging die zich o.a. bezig houdt met de kwaliteit van het onderwijs.

### **1.9.3 Bureau Vertrouwenspersoon**

Wanneer je te maken krijgt met ongewenst gedrag of ongelijke behandeling kun je voor ondersteuning en advies het Bureau Vertrouwenspersoon inschakelen. Meer informatie kun je vinden op de Student Portal.

#### 1.9.4 Ombudsfunctionaris

De ombudsfunctionaris gaat niet zozeer over individuele ondersteuning maar over het signaleren van trends, ongewenste patronen, structurele misstanden en overige knelpunten en het bieden van richting aan het wegnemen, herstellen dan wel voorkomen daarvan. Meer informatie kun je vinden op de Student Portal.

#### 1.10 Voorzieningen

##### 1.10.1 Plaza

De Plaza in de centrale hal van het Duisenberggebouw functioneert als ontmoetingsplaats en verbindt de verschillende onderwijslocaties met elkaar. Hier vind je onder andere de receptie, de Student Support Desk en de EBF shop. Op de eerste verdieping zijn speciale studieruimtes met computers beschikbaar.

##### 1.10.2 Universiteitsbibliotheek

Als student kun je gebruik maken van de Universiteitsbibliotheek Groningen en de Universiteitsbibliotheek Zernike.

De Universiteitsbibliotheek in de binnenstad van Groningen is voor iedere student toegankelijk. Naast de beschikking over diverse collecties heb je daar ook de mogelijkheid om te studeren in één van de studiezalen.

Op de tweede verdieping van het Duisenberggebouw bevindt zich de Universiteitsbibliotheek Zernike. Deze bibliotheek bevat de collecties van de Faculteit Economie en Bedrijfskunde en de Faculteit Ruimtelijke Wetenschappen. Daarnaast beschikt de bibliotheek over een uitgebreide digitale collectie boeken, tijdschriften en databestanden. De bibliotheek heeft studieplekken en computerwerkplaatsen voor studenten beschikbaar. De bibliotheek verzorgt geregeld instructies en workshops ter ondersteuning van het zoeken naar passende en goede literatuur en data bij opdrachten en scripties.

Openingstijden Universiteitsbibliotheek Zernike	
maandag t/m donderdag	09.00-20.00 uur 09.00-17.00 uur tijdens vakanties
vrijdag	09.00-17.00 uur

Op de website van de Universiteitsbibliotheek vind je actuele en praktische informatie over o.a. openingstijden tijdens tentamenperiodes.

##### 1.10.3 Computerfaciliteiten

FEB biedt computerfaciliteiten aan voor studenten. Naast de PC-zalen voor computerpractica voor onderwijs- en cursusdoeleinden zijn er faciliteiten beschikbaar op de eerste verdieping van de Plaza.

Verder is er op de eerste verdieping van het Duisenberggebouw het Business Research Lab, dat geavanceerde ICT-voorzieningen heeft voor studenten die in het kader van hun scriptie computerondersteund onderzoek uitvoeren.

Je hebt alleen recht om gebruik te maken van de opgestelde pc's in de computerzalen als je voldoet aan de volgende voorwaarden:

- je staat ingeschreven als student aan de RUG en je kunt dat met een geldige RUGpas aantonen;
- je volgt een vak bij FEB of de Faculteit Ruimtelijke Wetenschappen;
- je gebruikt de pc voor studieactiviteiten.

Voor sommige vakken worden pc's gereserveerd in een van de computerzalen. In dat geval geldt aanvullend dat je deelnemer aan het betreffende vak moet zijn.

## Computerzalen

Een overzicht van de beschikbare computerzalen is te vinden op de Student Portal. Voor de computerzalen gelden de volgende huisregels:

- Je mag in de pc-zalen niet eten of drinken.
- Je mag niet telefoneren.
- Je laat de werkruimtes netjes achter.

Openingstijden		
Grote computerruimte Theaterzaal	maandag t/m vrijdag	9.00 – 22.00 uur
Computerzalen	maandag t/m vrijdag	9.00 – 22.00 uur, tenzij er colleges, tentamens of practica worden gegeven
Eerste verdieping Studenten Plaza	maandag t/m vrijdag	7.30 – 22.00 uur
In de zomerperiode	maandag t/m vrijdag	9.00 – 20.00 uur

## CIT Servicedesk

Je kunt met je vragen over computergebruik in de pc-zalen terecht bij de servicedesk. Ook als je tijdens cursussen of practica in een van de zalen problemen hebt met de bediening van apparatuur, of als er een storing optreedt, kun je terecht bij de servicedesk. De CIT servicedesk vind je op de begane grond van het Mercatorgebouw, naast de grote computerruimte Theaterzaal.

Contactgegevens CIT Servicedesk	
Openingstijden	maandag t/m vrijdag: 8.30 – 17.00 uur
Telefoonnummer	(050) 3633232

## Computercursussen en software

Naast cursussen in standaardpakketten zoals Word en Excel verzorgt het CIT ook een aantal meer op de universitaire gemeenschap gerichte computercursussen zoals SPSS en RefWorks. De computercursussen vinden plaats in de Smitsborg (Nettelbosje 1). Actuele cursusinformatie wordt vermeld op de Student Portal.

Je kunt tegen gereduceerd tarief software kopen via de internetsite van Surfspot.

### 1.10.4 Readershop

Je kunt de readers bestellen via de online DSF portal en vervolgens ophalen bij de Readershop of laten verzenden naar je huisadres.

### 1.10.5 Boekenverkoop

De EBF organiseert vier maal per jaar een boekenverkoop voor haar leden. De vereniging biedt haar leden de garantie op de laagste prijs voor nieuwe boeken. De verkoop van boeken vindt plaats bij aanvang van ieder blok. Boeken kunnen besteld worden via de website van de EBF. Ruim van tevoren wordt de verkoop via verschillende promotiekanalen aangekondigd. De gekochte boeken kun je terug verkopen aan de EBF via de EBF website. Voor tweedehands boeken (kopen en verkopen) kun je ook elders terecht, zoals op de Facebookgroep FEBbooks for sale.

### 1.10.6 Printen, kopiëren en scannen

De faculteit heeft printers die speciaal zijn bestemd voor studenten. Deze zijn te vinden bij de CIT- desk op de begane grond van het Mercatorgebouw en de studiezaal op de eerste verdieping van het Duisenberggebouw. Je kunt op deze apparaten printen, kopiëren en scannen. Je betaalt met een tegoed op je RUGpas. Je kunt je tegoed op je RUGpas opwaarderen via myprint.rug.nl. Je tegoed is gekoppeld aan je S-nummer. Meer informatie is te vinden op de Student Portal.

### **1.10.7 Studeren met een functiebeperking**

De RUG probeert in haar voorzieningen zoveel mogelijk rekening te houden met studenten met een functiebeperking of chronische ziekte. De belangrijkste gebouwen van de universiteit zijn toegankelijk voor rolstoelgebruikers. In een aantal zalen is een ringleiding aanwezig voor slechthorenden en in de universiteitsbibliotheek zijn voorzieningen voor mensen met een visuele beperking aanwezig.

### **1.11 Studieverenigingen en studentenorganisaties**

#### **1.11.1 Economische en Bedrijfskundige Faculteitsvereniging**

De EBF is de studievereniging voor alle studenten van de Faculteit Economie en Bedrijfskunde van de Rijksuniversiteit Groningen. De EBF telt momenteel ongeveer 5000 leden, waarvan er ruim 190 actief zijn binnen de vereniging. Het doel van de vereniging is het ondersteunen en bevorderen van de academische, professionele en persoonlijke ontwikkeling van haar leden. De EBF wil dit doel bereiken door het organiseren van sociale, studie-, carrière gerelateerde en internationale activiteiten. Daarnaast hebben studenten ook de mogelijkheid om al deze activiteiten zelf te organiseren door zich op te geven voor een commissie.

Enkele door de EBF georganiseerde activiteiten zijn:

- EBF Conference: het grootste tweedaags studentencongres in Nederland met vooraanstaande sprekers, masterclasses en workshops;
- International Business Research: jaarlijkse reizen naar opkomende economieën buiten Europa, met als doel onderzoek doen voor bedrijven, met gelegenheid om daarna in kleine groepjes door het bezochte gebied te reizen;
- European Study Research: jaarlijkse reizen naar steden binnen Europa, met als doel het bezoeken van bedrijven en het ontdekken van andere culturen;
- EBF Socials: maandelijkse borrels voor de informele momenten met je medestudenten;
- Christmas Ball: een groot kerstgala net voor de kerstvakantie;
- Recruitment Days: een jaarlijks evenement waar bedrijven en studenten met elkaar in contact kunnen komen. Dit evenement wordt mede georganiseerd door de Marketing Associatie Rijksuniversiteit Groningen (MARUG);
- Leadership Panel: lezingen gegeven door vooraanstaande sprekers uit het bedrijfsleven of de publieke sector;
- Verkoop van studieboeken en samenvattingen.

Er zijn natuurlijk nog veel meer activiteiten die door de EBF georganiseerd worden. Die vind je op de EBF-website.

De EBF heeft vier onderverenigingen voor studenten die een specifieke studierichting volgen: MARUG, FSG, TeMa en VESTING. De onderverenigingen organiseren gerichte activiteiten die aansluiten bij de betreffende studies. Verder is er nog de studentenbelangenvereniging Quest, waar de EBF regelmatig mee samenwerkt.

#### **MARUG**

De MARUG is de studievereniging voor studenten met interesse in marketing en geeft je de kans om te ervaren hoe marketing in de praktijk is of werkt.

De MARUG biedt o.a. de volgende (recruitment) Marketing-activiteiten:

- MARUG Marketing Conference;
- Recruitment Days;
- International Marketing Experience;
- Commercial Night.

Bij de MARUG kun je commissie-ervaring opdoen door samen met andere studenten (bovenstaande) evenementen te organiseren.

## **FSG**

Financiële Studievereniging Groningen (FSG) is de studievereniging voor de financieel geïnteresseerde student. FSG is opgericht in 2021 en vloeit voort uit de fusie tussen Risk en Pro Memorie. De missie van FSG is om het gat te dichten tussen theorie en praktijk op het gebied van Finance, IFM, Accountancy & Control en Management Accounting & Control. Om dit doel te bereiken organiseert FSG hoogwaardige evenementen voor haar leden. Deze activiteiten variëren van in-house tours tot een jaarlijkse conferentie.

De volgende evenementen zijn een greep uit het portfolio:

- FSG Conference;
- FSG International Financial Program;
- FSG Investment Team;
- FSG Accountancy tours;
- FSG London Banking Tour;
- FSG Dutch Banking Tour;
- FSG Investment & Accountancy Evening.

Benieuwd wat FSG voor je kan betekenen? Aarzel dan niet om contact op te nemen.

## **TeMa**

TeMa is de studievereniging voor de masters Supply Chain Management en Technology and Operations Management en voor het profiel Technologiemanagement van de bachelor Bedrijfskunde.

Het doel van deze studievereniging is de belangen van de studenten van deze opleidingen te behartigen en hen in contact te brengen met bedrijven.

TeMa biedt diverse activiteiten voor een relatief kleine, maar zeer specifieke en unieke groep studenten. Zo organiseert TeMa bedrijfsbezoeken bij vooraanstaande bedrijven, een conference, een buitenlandreis en biedt TeMa contacten met het bedrijfsleven en stageplaatsen aan. Daarnaast worden veel gezellige en sociale activiteiten georganiseerd. Denk hierbij aan feesten, een kerstdiner, batavierenrace en TeMa Dies Natalis. Ook organiseert TeMa elke derde maandag van de maand een T(h)eMa-borrel.

## **VESTING**

VESTING richt zich op studenten van de bachelor Econometrics and Operations Research en de master Econometrics, Operations Research and Actuarial Studies. De vereniging stelt zich ten doel een brug te leggen voor haar leden tussen theorie en praktijk op het gebied van de econometrie en aanverwante terreinen. Verder wil zij het contact tussen haar leden bevorderen. Activiteiten zijn onder andere:

- een jaarlijks congres;
- International Programme;
- informele activiteiten als het VESTING Introductieweekend, een liftwedstrijd en een zeilweekend;
- landelijke activiteiten als de Landelijke Econometristendag;
- boekenverkoop.

VESTING publiceert verder artikelen op de website [www.deeconometrist.nl](http://www.deeconometrist.nl).

### **1.11.2 Quest**

Quest staat voor 'Quality of Education for Students' en is een onafhankelijk orgaan binnen de Faculteit Economie en Bedrijfskunde dat haar studenten vertegenwoordigt. De kwaliteit van het onderwijs is iets dat voor zowel de faculteit als de studenten van belang is en daarom is Quest proactief betrokken bij het toezicht houden en beoordelen van de kwaliteit van het onderwijs aan de faculteit. Dit wordt voornamelijk gedaan door middel van bijeenkomsten van jaarvertegenwoordigers, waar geselecteerde studenten hun ervaringen en die van medestudenten bespreken. Dergelijke bijeenkomsten worden voor alle opleidingen afzonderlijk georganiseerd.

Andere activiteiten van Quest zijn:

- het werven van jaarvertegenwoordigers;
- het nomineren van studentleden voor de opleidingscommissies;
- het assisteren van de Student Assessor bij projecten zoals de nieuwe Forum bijeenkomsten



Daarnaast is Quest betrokken bij andere kwaliteitsverzekerende activiteiten zoals de 'Best Practices in Teaching and Learning' prijs en de tussentijdse evaluaties van vakken.

### **1.11.3 FEB Alumni Network**

Na het succesvol afronden van je bachelor- of masteropleiding ben je FEB-alumnus en behoort je tot de gemeenschap van meer dan 100.000 RUG-alumni over de hele wereld. Het FEB Alumni Network investeert in het opbouwen van duurzame en betekenisvolle relaties met alumni. Je kunt regelmatig deelnemen aan evenementen, levenslange leerervaringen en sociale bijeenkomsten die onze FEB-alumni community samenbrengen.

Het FEB Alumni Network is een online platform met meer dan 5000 leden, allemaal aangesloten bij FEB. Op het platform houden we je op de hoogte van universitaire en facultaire ontwikkelingen, interessante evenementen, recent onderzoek en vacatures. Bovenal is het een platform waar je in contact kunt komen met voormalige studiegenoten, onze wetenschappelijke staf en je netwerk kunt laten groeien.

Als je op dit moment nog student bent, is wellicht vooral de mentorfunctie interessant voor je. Op het FEB Alumni Network platform kunnen huidige FEB studenten in contact komen met FEB-alumni om hun persoonlijke en professionele ontwikkeling te verbeteren door middel van begeleiding en netwerkmogelijkheden.

Als je deel wilt uitmaken van het netwerk of er gebruik van wilt maken kun je je aanmelden bij het FEB Alumni Network platform: [www.febalumninetwork.com](http://www.febalumninetwork.com).

Heb je vragen over het FEB Alumni Network, neem dan contact op met [febalumni@rug.nl](mailto:febalumni@rug.nl).

## 1.12 Adressen

Voor de meest recente informatie over telefoonnummers, e-mailadressen en kamernummers van medewerkers van FEB wordt verwezen naar de website.

### 1.12.1 Algemeen

Bezoekadres	Duisenberggebouw Zernikecomplex Nettelbosje 2 9747 AE Groningen
Postadres	Postbus 800 9700 AV Groningen
Telefoon	(050) 3634624
Website	<a href="https://www.rug.nl/feb/">https://www.rug.nl/feb/</a>

### 1.12.2 Student Support Desk

Openingstijden en telefonische bereikbaarheid	maandag dinsdag woensdag donderdag vrijdag	13.00 - 17.00 uur 13.00 - 17.00 uur 13.00 - 17.00 uur 13.00 - 17.00 uur 13.00 - 17.00 uur
Telefoon	(050) 3638900	
E-mail	<a href="mailto:studentsupport.feb@rug.nl">studentsupport.feb@rug.nl</a>	
Website	<a href="https://student.portal.rug.nl/infonet/studenten/feb/facilities/support/">https://student.portal.rug.nl/infonet/studenten/feb/facilities/support/</a>	

### 1.12.3 Studieadviseurs

Studieadviseurs FEB: <ul style="list-style-type: none"> <li>• Marthe Baas</li> <li>• Rosanne van Bladeren</li> <li>• Ilja van den Broek</li> <li>• Marieke Dubbelboer</li> <li>• Juliette Kars</li> <li>• Morgan Love</li> <li>• Ilona Sporrel</li> </ul>	
Telefoon:	(050) 3638900
Website:	<a href="https://student.portal.rug.nl/infonet/studenten/feb/facilities/study-advisors/">https://student.portal.rug.nl/infonet/studenten/feb/facilities/study-advisors/</a>

### 1.12.4 FEB Career Services

Telefoon	(050) 3633710
E-mail	<a href="mailto:careerservices.feb@rug.nl">careerservices.feb@rug.nl</a>
Website	<a href="https://student.portal.rug.nl/infonet/studenten/feb/career-services/">https://student.portal.rug.nl/infonet/studenten/feb/career-services/</a>
Website FEB Alumni Network	<a href="https://febalumninetwork.com/">https://febalumninetwork.com/</a>

### 1.12.5 Vakgroeps- en opleidingssecretariaten

#### Secretariaat Accountancy and Controlling

Grietje Kok	<a href="mailto:accountancy@rug.nl">accountancy@rug.nl</a> , tel. (050) 3633768
Renske Oosterhoff-Verbruggen	<a href="mailto:accountancy@rug.nl">accountancy@rug.nl</a> , tel. (050) 3633768

**Secretariaat Accounting**

Jessica Bakker	i.j.bakker@rug.nl, tel. (050) 3633535
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**Secretariaat Bedrijfskunde (bacheloropleiding)**

Marian Gorter-Bruinsma	secr.bscbd.k.feb@rug.nl, tel. (050) 3637529
Laura Beekhuis	secr.bscbd.k.feb@rug.nl, tel. (050) 3633679

**Secretariaat Economics, Econometrics and Finance**

Kim Beute	k.beute@rug.nl, tel (050) 3637865
Martine Geerlings-Koolman	m.a.koolman@rug.nl, (050) 3637018
Ellie Jelsema	e.t.jelsema@rug.nl, tel (050) 3633685
Helena Lei	h.lei@rug.nl, (050) 3637018
Grietje Pol	g.pol@rug.nl, (050) 3633685

**Secretariaat Global Economics and Management**

Jenny Hill	gem.feb@rug.nl, tel. (050) 3633458
Herma van der Vleuten	gem.feb@rug.nl, tel. (050) 3633458
Sylvia Luiken	gem.feb@rug.nl, tel. (050) 3633458

**Secretariaat Human Resource Management**

Zedef Karakayali	z.karakayali@rug.nl, tel. (050) 3634288
Alette Faber	a.f.faber@rug.nl, tel. (050) 3634288

**Secretariaat Innovatie Management en Strategie**

Iris Neef-Huizinga	i.b.a.huizinga@rug.nl, tel. (050) 3634111
Jeannette Wiersema	j.m.wiersema@rug.nl, tel. (050) 3636543
Tineke Beuker	t.j.beuker@rug.nl, tel. (050) 3637147

**Secretariaat Marketing**

Bertina Wever	marketing.education@rug.nl, tel. (050) 3637065
Lianne Molog-Kwant	marketing.education@rug.nl, tel. (050) 3633686

**Secretariaat Operations**

Linda Henriquez-Peterson	secr.operations.feb@rug.nl, tel. (050) 3637491
Ellen Flikkema-Spithoff	secr.operations.feb@rug.nl, tel. (050) 3637491
Durkje van Lingen-Elzinga	secr.operations.feb@rug.nl, tel. (050) 3637020

**1.12.6 Examencommissies****Examencommissie FEB**

Voorzitter	Prof. dr. Erik Dietzenbacher
Secretaris	Drs. ing. Frans Bakker en drs. Romke Visser
E-mail	examencie.feb@rug.nl

### 1.12.7 Universiteitsbibliotheek

#### Universiteitsbibliotheek

Bezoekadres	Broerstraat 4, 9712 CP Groningen
Postadres	Postbus 559, 9700 AN Groningen
Telefoon	(050) 3635020
Website	<a href="https://www.rug.nl/library/">https://www.rug.nl/library/</a>

#### Universiteitsbibliotheek Zernike

Bezoekadres	2e verdieping Duisenberggebouw
Postadres	Postbus 800, 9700 AV Groningen
Telefoon	(050) 3633708
E-mail	<a href="mailto:zernike-bibliotheek@rug.nl">zernike-bibliotheek@rug.nl</a>
Website	<a href="https://www.rug.nl/library/">https://www.rug.nl/library/</a>

### 1.12.8 Reproshop en Readershop

Bezoekadres	begane grond Kapteynborg
Openingstijden	maandag t/m vrijdag: 8.00 – 16.30 uur
Telefoon	(050) 3634626
E-mail	<a href="mailto:reprozernike@rug.nl">reprozernike@rug.nl</a>

### 1.12.9 Printers

Locaties	Bij de CIT-desk, begane grond Mercatorgebouw Bij de studiezaal, eerste verdieping Duisenberggebouw bij de bibliotheek.
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### 1.12.10 Financial Shared Service Centre, cluster Alfa Gamma 2

Adres	FSSC Cluster Alfa Gamma 2 Postbus 3 9700 AA Groningen
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### 1.12.11 Centrum voor Informatietechnologie (CIT)

Bezoekadres	Zernikecomplex, Nettelbosje 1, 9747 AJ Groningen
Postadres	Postbus 11044, 9700 CA Groningen
Tel. Servicedesk	(050) 3633232
E-mail Servicedesk	<a href="mailto:citservicedesk@rug.nl">citservicedesk@rug.nl</a>
Tel. Secretariaat	(050) 3639200
E-mail Secretariaat	<a href="mailto:secretariaat-cit@rug.nl">secretariaat-cit@rug.nl</a>
Website	<a href="https://student.portal.rug.nl/infonet/studenten/ict/servicedesk/">https://student.portal.rug.nl/infonet/studenten/ict/servicedesk/</a>

**1.12.12 Centrale organen****Bureau Vertrouwenspersoon**

Adres	Visserstraat 47, 9712 CT Groningen
Telefoon	(050) 3635435
E-mail	<ul style="list-style-type: none"> <li>• m.h.j.renker@rug.nl (vertrouwenspersoon)</li> <li>• secretariaatBVP@rug.nl (secretariaat)</li> </ul>
Website	<a href="https://student.portal.rug.nl/infonet/studenten/regelingen-klacht-inspraak/vertrouwenspersoon">https://student.portal.rug.nl/infonet/studenten/regelingen-klacht-inspraak/vertrouwenspersoon</a>

**Centraal Loket Rechtsbescherming Studenten**

Website	<a href="https://www.rug.nl/education/laws-regulations-complaints/complaintobjectionappeal">https://www.rug.nl/education/laws-regulations-complaints/complaintobjectionappeal</a>
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**Studenten Informatie en Administratie**

Bezoekadres	Broerstraat 5, Groningen
Postadres	Postbus 72, 9700 AB Groningen
Website	<a href="https://www.rug.nl/education/contact/information-services/">https://www.rug.nl/education/contact/information-services/</a>

**Studenten Service Centrum**

Bezoekadres	Uurwerkersgang 10, Groningen
Postadres	Postbus 72, 9700 AB Groningen
Telefoon	(050) 3638066
Website	<a href="https://student.portal.rug.nl/infonet/studenten/voorzieningen/studenten-service-centrum/">https://student.portal.rug.nl/infonet/studenten/voorzieningen/studenten-service-centrum/</a>

## 2 General information

### 2.1 Faculty of Economics and Business

#### 2.1.1 Abbreviations and definitions

BA	Bachelor of Arts
Brightspace	Digital learning environment of the UG
BSA	Binding Study Advice
BSc	Bachelor of Science
EBF	Economic and Business Faculty Association
EC/ECTS	European Credit Transfer and Accumulation System is the international unit expressing student workload and 1 EC/ECTS equals 28 hours of study
DD	Double degree programme
FEB	Faculty of Economics and Business
Mentor	A senior student who is trained and appointed to supervise the meetings of a first year SPAA group
MSc	Master of Science
Ocasys	Digital catalogue of degree programmes and course descriptions
Pre-master	A programme that students have to complete if they do not yet meet the requirements to be admitted to a specific master
Progress	Programme of course and exam enrolment and results
TER	Teaching and examination regulations
SSC	Student Service Centre of the UG
SPAA	First year Study Performance and Academic Attitude group
Tutor	A lecturer of the faculty who will hold individual meetings with students in a SPAA group
UG	University of Groningen

#### 2.1.2 Management structure

The university is responsible for the provision of high-quality academic education, feasible degree programmes, and appropriate teaching and study facilities. The authorization and responsibilities of the organization and implementation of the teaching programmes lie with the faculty. In this context, the management structure of FEB has a number of important bodies, in which students play an important role.

The faculty Economics and Business has a faculty board consisting of four members. In addition, a student-assessor sits on the board. The consultative participation of staff and students is organized via the faculty council and also partially via the programme committees. The faculty council consists of 18 persons: 9 staff members elected by staff and 9 student members elected by students.

Programme directors are appointed for the programmes of the faculty. On behalf of the faculty, they are responsible for the organization, coordination and monitoring of the quality of the degree programmes. In addition, they advise the faculty board on the content, the structure and the programming of the various teaching activities, as well as on the quality control system. The names of the programme directors are listed above the programme descriptions. Most programme directors are supported by one or more programme coordinators.

The programme committees are important bodies in the field of education. Within the faculty, each degree programme has such a committee. A programme committee is part of the consultative participation structure and also advises on all matters concerning a degree programme, in particular quality and quality assurance. Each committee consists of an equal number of student members and staff members.

### 2.1.3 Overview of programmes

The bachelor's programmes at FEB take three years. Each bachelor's programme grants admission to a number of master's programmes; see the overview below. The admissions board deals with applications for admission to master's programmes that are not listed in the overview. In most cases, a master's programme has specific entry requirements.

Master's programmes take one year, with the exception of the MSc Social Sciences and Humanities Educations, track Economics and Business Economics and the Research Master in Economic s and Business. These programmes take two years. Most double degree programmes take 18 months or two years.

The overview below shows all bachelor and master's programmes offered by FEB.

<b>Bachelor's programmes per 1 September 2022</b>	
<b>BSc programme</b>	<b>BSc diploma gives entry to</b> <i>(Some MSc degrees have additional entry requirements, see TER)</i>
BSc Business Administration  Profiles in year 2 and 3: <ul style="list-style-type: none"> <li>• Accountancy and Controlling</li> <li>• Business and Management</li> <li>• Technology Management</li> </ul>	<ul style="list-style-type: none"> <li>• MSc Accountancy and Controlling</li> <li>• MSc Business Administration</li> <li>• MSc Economic Development and Globalization</li> <li>• MSc Finance</li> <li>• MSc Human Resource Management</li> <li>• MSc International Business and Management</li> <li>• MSc International Financial Management</li> <li>• MSc Marketing</li> <li>• MSc Supply Chain Management</li> <li>• MSc Technology and Operations Management</li> <li>• MSc Social Sciences and Humanities Educations, track Economics and Business Economics</li> <li>• Research Master Economics and Business</li> </ul>
BSc Econometrics and Operations Research (EOR)	<ul style="list-style-type: none"> <li>• MSc Econometrics, Operations Research and Actuarial Studies</li> <li>• MSc Business Administration</li> <li>• MSc Economics</li> <li>• MSc Economic Development and Globalization</li> <li>• MSc Finance</li> <li>• MSc International Business and Management</li> <li>• MSc International Financial Management</li> <li>• MSc Marketing</li> <li>• MSc Supply Chain Management</li> <li>• MSc Technology and Operations Management</li> <li>• MSc Social Sciences and Humanities Educations, track Economics and Business Economics</li> <li>• Research Master Economics and Business</li> </ul>
BSc Economics and Business Economics (E&BE)  Profiles in year 2 and 3: <ul style="list-style-type: none"> <li>• Business Economics</li> <li>• Economics</li> <li>• Economic Development and Globalization</li> </ul>	<ul style="list-style-type: none"> <li>• MSc Economics</li> <li>• MSc Economic Development and Globalization</li> <li>• MSc Business Administration</li> <li>• MSc Finance</li> <li>• MSc Human Resource Management</li> <li>• MSc International Business and Management</li> <li>• MSc International Financial Management</li> <li>• MSc Marketing</li> <li>• MSc Supply Chain Management</li> <li>• MSc Technology and Operations Management</li> <li>• MSc Social Sciences and Humanities Educations, track Economics and Business Economics</li> <li>• Research Master Economics and Business</li> </ul>

<b>Bachelor's programmes per 1 September 2022</b>	
<b>BSc programme</b>	<b>BSc diploma gives entry to</b> <i>(Some MSc degrees have additional entry requirements, see TER)</i>
BSc International Business	<ul style="list-style-type: none"> <li>• MSc International Business and Management</li> <li>• MSc Business Administration</li> <li>• MSc Economic Development and Globalization</li> <li>• MSc Finance</li> <li>• MSc Human Resource Management</li> <li>• MSc International Financial Management</li> <li>• MSc Marketing</li> <li>• MSc Supply Chain Management</li> <li>• MSc Technology and Operations Management</li> <li>• MSc Social Sciences and Humanities Educations, track Economics and Business Economics</li> <li>• Research Master Economics and Business</li> </ul>

<b>master's programmes per 1 September 2022</b>		
<b>MSc programme</b>	<b>FEB diploma required for entry to MSc programme</b> <i>(Some MSc degrees have additional entry requirements, see TER)</i>	<b>Pre-master's programme?</b>
MSc Accountancy and Controlling	<ul style="list-style-type: none"> <li>• BSc Business Administration - Accountancy and Controlling</li> </ul>	Yes
MSc Business Administration Profiles: <ul style="list-style-type: none"> <li>• Change Management</li> <li>• Health</li> <li>• Management Accounting and Control</li> <li>• Small Business and Entrepreneurship</li> <li>• Strategic Innovation Management</li> </ul>	<ul style="list-style-type: none"> <li>• BSc Business Administration</li> <li>• BSc Econometrics and Operations Research</li> <li>• BSc Economics and Business Economics</li> <li>• BSc International Business</li> </ul>	Yes
MSc Econometrics, Operations Research and Actuarial Studies	<ul style="list-style-type: none"> <li>• BSc Econometrics and Operations Research</li> </ul>	Yes
MSc Economics	<ul style="list-style-type: none"> <li>• BSc Economics and Business Economics</li> <li>• BSc Econometrics and Operations Research</li> </ul>	No
MSc Economic Development and Globalization	<ul style="list-style-type: none"> <li>• BSc Business Administration</li> <li>• BSc Econometrics and Operations Research</li> <li>• BSc Economics and Business Economics</li> <li>• BSc International Business</li> </ul>	Yes
MSc Finance	<ul style="list-style-type: none"> <li>• BSc Business Administration</li> <li>• BSc Econometrics and Operations Research</li> <li>• BSc Economics and Business Economics</li> <li>• BSc International Business</li> </ul>	Yes
MSc Human Resource Management	<ul style="list-style-type: none"> <li>• BSc Business Administration</li> <li>• BSc Economics and Business Economics</li> <li>• BSc International Business</li> </ul>	Yes
MSc International Business and Management	<ul style="list-style-type: none"> <li>• BSc Business Administration</li> <li>• BSc Econometrics and Operations Research</li> <li>• BSc Economics and Business Economics</li> <li>• BSc International Business</li> </ul>	Yes



<b>master's programmes per 1 September 2022</b>		
<b>MSc programme</b>	<b>FEB diploma required for entry to MSc programme</b> <i>(Some MSc degrees have additional entry requirements, see TER)</i>	<b>Pre-master's programme?</b>
MSc International Financial Management	<ul style="list-style-type: none"> <li>• BSc Business Administration</li> <li>• BSc Econometrics and Operations Research</li> <li>• BSc Economics and Business Economics</li> <li>• BSc International Business</li> </ul>	Yes
MSc Marketing Profiles: <ul style="list-style-type: none"> <li>• Marketing Analytics and Data Science</li> <li>• Marketing Management</li> </ul>	<ul style="list-style-type: none"> <li>• BSc Business Administration</li> <li>• BSc Econometrics and Operations Research</li> <li>• BSc Economics and Business Economics</li> <li>• BSc International Business</li> </ul>	Yes
MSc Supply Chain Management	<ul style="list-style-type: none"> <li>• BSc Business Administration</li> <li>• BSc Econometrics and Operations Research</li> <li>• BSc Economics and Business Economics</li> <li>• BSc International Business</li> </ul>	Yes
MSc Technology and Operations Management	<ul style="list-style-type: none"> <li>• BSc Business Administration</li> <li>• BSc Econometrics and Operations Research</li> <li>• BSc Economics and Business Economics</li> <li>• BSc International Business</li> </ul>	Yes
MSc Social Sciences and Humanities Educations, track Economics and Business Economics*	<ul style="list-style-type: none"> <li>• any BSc diploma of FEB</li> </ul>	Yes
Research Master Economics and Business	<ul style="list-style-type: none"> <li>• any BSc diploma of FEB</li> <li>• additional selection based on additional requirements</li> </ul>	No

\* Offered by the Faculty of Behavioural and Social Sciences.

NB The course tables of the programmes can be found in Ocasys and in the TER document.

#### **2.1.4 Research Driven Education**

The educational vision of the faculty is based on Research Driven Education (RDE). The RDE learning path focuses on an independent, investigative and analytical way of working. That is not only useful and necessary in an academic career, but also in business and government sectors.

The starting point is that all students, early on in their studies, come into contact with all aspects of academic research, and that increasingly they assume a more participating role as they progress in their study programme. Solid training in research methods, research techniques and research skills are all part of this learning pathway. Assignments are also given so that students are actively involved in (small scale) research.

At the same time, lecturers include research in their teaching. The bachelor's thesis rounds off the bachelor RDE learning path. In the master phase students carry out research independently, either in groups or individually, on the basis of assignments and within the context of the master's thesis. This way, the link between research and education is reinforced.

## **2.2 Organization: registration, deregistration, teaching and examination**

### **2.2.1 Registering, reregistering or deregistering for a programme**

Students need to arrange their registration and reregistration for a programme for the next academic year in Studielink. This also applies to master's programmes to which the Bachelor's programme grants direct entry (see the TER for more information). If a (bachelor's) programme does not grant direct entry to the master's programme, admission has to be evaluated and approved by the Admissions Board.

When students want to start a master's programme that has a number of profiles they also have to indicate the chosen profile in Progress.

The bachelor's programmes, pre-master's programmes and double degree programmes start once a year on 1 September.

The regular master's programmes start twice a year, on 1 September and 1 February. This means that the degree that grants admission to the master's programme of choice must be completed in respectively August or January.

For the starting moments of the executive masters, see the Rules and Choices of the respective executive master in this student handbook.

Final deregistration is also done via Studielink. It is advisable for students to contact the study advisor before they decide to transfer or to deregister. When students decide to deregister, they must inform themselves properly about the financial consequences. More information is available at the Student Information and Administration department of the UG.

### **2.2.2 Transferring to another programme**

#### **Doubts about the programme**

It is possible that students are disappointed in their chosen degree programme. Maybe this programme does not match their interests after all or the level of the programme does not match. If students are in doubt, they should contact a study advisor. The study advisor can help them decide whether to continue, transfer to another programme or to stop.

#### **Transferring to another university programme**

If students want to transfer to another degree programme at the UG or at another institution during the academic year, it is wise to contact the study advisor or coordinator of the programme in which they wish to participate. It is not always possible to transfer during the year. It is possible that students are not admitted to another degree programme due to a binding study advice or a fixed intake (numerus fixus). Students need to register for another degree programme in Studielink. The registration procedure students need to follow depends on the chosen degree programme and previous education.

### **2.2.3 Admission to and registration for a master's programme**

The FEB TER for master's programmes specifies which bachelor's degree certificates grant direct entry to which master's programmes.

#### **Admission requirements<sup>3</sup>**

Students may start a master's programme if they have a bachelor's degree that grants direct admission to the master's programme or if they have completed the preparatory Pre-master programme.

In all other cases, an admission procedure with specific entry requirements applies. If students want to follow a master's programme to which their previous education at FEB does not grant direct admission, they should formally request admission through the Educational Administration (transfer.feb@rug.nl).

The Research Master and the executive masters have a selection procedure. The criteria of the selection procedure are specified in the TER.

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<sup>3</sup> Due to Covid-19 restrictions in 2021-2022 the admission requirements are modified for the academic year 2022-2023. For more information see the Student Portal.

## **Reregistration**

In June, students will receive an email via Studielink about the reregistration procedure for the bachelor's programme. In Studielink, students can indicate which master's programme they wish to follow in the next academic year. It is possible that students are not sure yet in June whether or not they will meet the admission requirements by 1 September. If so, students must reregister in Studielink for their current bachelor's programme and register for the future master's programme of their choice. Once students have been awarded the bachelor's degree or meet the entry requirements of the master's programme, the department Student Information and Administration department will formally register them for the master's programme.

### **2.2.4 Enrolling for courses and exams**

#### **Enrolment for courses**

Students must enrol via Progress for a course they intend to take. After enrolling, they get access to the course on the Student Portal. Enrolling for a course comes with obligations. When students have enrolled, they are expected to take the course and participate actively. Of course, it is possible to withdraw from the course within the enrolment period.

#### **General and course-specific requirements**

Students must fulfil general and course-specific entry requirements for a course before it commences, otherwise they will not be allowed to take part. Students can find the general requirements in the overview of 'rules and choices' in the programme information of their degree programme in the student handbook. Course-specific entry requirements can be found in Ocasys. Students are responsible for checking whether or not they meet the entry requirements for a course. Students cannot derive any rights from the fact that a lecturer allows them to participate in a course.

#### **Enrolment period**

Students can enrol for courses up to one week before the start of the respective block. After the deadline, students can sometimes still enrol for certain courses up to and including one week after the beginning of the term, but this will not give guaranteed access to the courses.

After the first lecture week, enrolment for courses is no longer possible. Depending on the course, they can take the course again in the next semester or academic year. For more information see the Student Portal.

Other faculties may have different enrolment periods and regulations.

#### **Procedure for exam enrolment**

Enrolment for a course is automatically linked to the enrolment for the exam. An advantage of this procedure is that students will not be late for the exam enrolment.

In the fifth study week of each block, the faculty will enrol students for the exams of the courses they are enrolled for, provided that they meet the entry requirements of these courses. The faculty will inform students by email whether or not they are enrolled for the exam. If students do not pass the exam or have not been able to sit the exam, the faculty will automatically enrol them for the resit.

If students are enrolled for an exam, but they decide not to take the exam, they can deregister for the exam via Progress themselves.

#### **Attending an exam but not the course**

If students do not intend to participate in the course, but only wish to take the exam, they do not have to enrol for the course. However, they must enrol for the exam in the fifth study week of each block themselves. If students are not enrolled for the exam, but still take the exam, they will not receive a result.

## Attending an exam

When students take an exam, they must be able to show proof of registration as a student (university card). In addition, students should provide a printed copy of their exam enrolment to show that they are enrolled for the exam.

### 2.2.5 Academic year, lecture and exam timetables

The academic year is divided into two semesters, which are subdivided into two blocks (or half semesters). A block is indicated by its semester and block number. e.g. block 1.2 is the first semester and the second block. A block lasts nine or ten weeks, seven of which are teaching weeks and two or three exam weeks. One block is generally consists of 15 ECs in courses.

Most courses are offered once a year. There are also courses that are offered twice a year. Most courses run for half a semester, some courses take a full semester.

The academic year 2022-2023 is divided as follows:

Academic year 2022-2023		
	BSc 1st year	BSc 2nd and 3rd year and MSc
05-09 - 28-10	lectures block 1.1	lectures block 1.1
31-10 - 11-11	exams block 1.1	exams block 1.1
14-11 - 13-01	lecture block 1.2	lectures block 1.2
16-01 - 03-02	exams block 1.2 resits block 1.1	exams block 1.2 resits block 1.1
06-02 - 24-03	lectures block 2.1	lectures block 2.1
27-03 - 14-04	exams block 2.1 resits block 1.2	exams block 2.1 resits block 1.2
17-04 - 09-06	lectures block 2.2	lectures block 2.2
12-06 - 30-06	exams block 2.2 resits block 2.1 resits block 2.2	exams block 2.2 resits block 2.1
03-07 - 14-07	-	resits block 2.2

FEB is closed and there are no lectures and/or exams on the following days in 2022-2023:

26 December to 6 January	Christmas break
7 April	Good Friday
10 April	Easter Monday
27 April	King's Day
5 May	Liberation Day
18 May	Ascension Thursday
29 May	White Monday

### 2.2.6 Teaching and assessment

There three teaching methods that are most commonly used:

- In the lectures the lecturer explains the subject matter. Students are expected to study the course material beforehand and actively participate in the lecture.
- In the tutorials, the lecture material is usually explained in more detail and 'put into practice' by the lecturer or a student-assistant. In addition, students will work in subgroups on the subject(s) through exercises or small assignments.
- A practical is the most intensive teaching method. Under the supervision of a lecturer or a student-assistant, students work on an assignment individually or in a small group.

Tutorials and practicals are usually given in small groups. The time and place of the tutorials or practicals differ per group. Information about groups can be found on the Student Portal under course information.

The most common test forms in which knowledge, insight and skills are tested are:

- A written or digital exam with open and/or multiple choice questions. The exam is sometimes divided into an intermediate exam and a final exam. An intermediate exam will assess a part of the course material and can be scheduled during the teaching weeks.
- Assignments (individual or group) such as papers, cases, homework assignments, essays and research reports.
- Oral presentations, individual or in a group.
- Oral exam (individual or group), such as a 'question-and-answer' session.

Some courses require mandatory attendance and active participation in lectures and/or tutorials as part of the assessment.

The course descriptions in Ocasys lists the teaching methods and assessments that are used in each course.

Lectures and exams take place at different venues. In general lectures are given in the various buildings at Zernike. Most exams are held in the Aletta Jacobs Hall or in the MartiniPlaza.

### **2.2.7 Timetabling**

FEB draws up the lecture and exam timetables for each academic year. For this, FEB uses criteria that the lecture and exam timetables must meet. However, in some cases the criteria can be deviated from.

The main criteria for drawing up the lecture timetables are:

- Each student who is on schedule in her/his programme must have the opportunity to take the compulsory courses within an academic year without scheduling problems.
- Each student, who is on track, must be able to attend compulsory lectures/practicals, etc. in a particular year (see Ocasys).
- As much as possible, electives in a year are timetabled so that they do not clash with compulsory courses of the same year. Schedules for some electives may, however, clash.
- The lecture week starts at 9.00 AM on Mondays and ends at 7.00 PM on Fridays. Monday through to Thursday lectures may take place after 7.00 PM.
- Each semester, lecture timetables are published on the Student Portal either on or before the date when registration for courses opens. Lists of names for tutorials and practical groups are published on the Student Portal.

The main criteria for drawing up the exam timetables are:

- Exams for compulsory courses within two consecutive years after the propaedeutic year are scheduled so they do not clash.
- Exams for elective courses may overlap and there may be a clash between the propaedeutic exams and the second year exams.
- For courses within the same programme year, exams will be limited to one per day.
- For courses within the same programme year, an evening exam will never be followed by a morning exam the following day.
- Exams begin at fixed times (in the Aletta Jacobs Hall and the MartiniPlaza at 8.30 AM, 12.15 PM, 3.00 PM and 6.45 PM). Exams last two hours. Exams scheduled in the evening or on a Saturday may last three hours.
- Each semester, exam timetables are published on the Student Portal at the same time as lecture timetables.

In individual circumstances such as study delay or a particular elective path, the above-mentioned points may not be fully applicable.

### **2.2.8 Online course information**

Course information is available online via the Today tab of the Student Portal. This includes information related to the weekly timetable, courses, exams, grades, course evaluations and other study information. On the Today tab, under 'Courses' each course has its own learning environment. On these course sites, lecturers place information about the course and other learning-related resources, such as portals for handing in assignments, downloadable presentations, recorded lectures or practice exams. Sometimes students can take mock exams or partial exams online.

If their registration in Studielink for the degree programme is in order, students will receive a username and password to access the digital facilities, including e-mail, Progress (needed to register for exams and course units) and the online course unit information. The username is their student number preceded by 's': e.g. 's123456'. Students keep their username and the student number for the rest of their studies.

Shortly after students enrol in a course in Progress, the related course content becomes automatically available on the Today tab of the Student Portal.

### **2.2.9 Important announcements**

It is important that students take notice of the news and important announcements about lectures, exams, information meetings, registration deadlines, and other 'last-minute' information. It is recommended that students check the following communication channels daily:

- the Student Portal; need to know en nice to know sections
- Student mail account (UG e-mail)

When an announcement has been published via any of these communication channels, students are assumed to have taken notice of the contents of the announcement.

### **2.2.10 Absence**

If students are unable to attend a lecture, a practical, or a tutor meeting due to illness or other special circumstances, and attendance is mandatory, students should notify the lecturer or the coordinator of the practical in advance. If the absence might affect their study progress, and/or students are likely to be absent for an extended period of time, students should also notify the study advisor.

### **2.2.11 Change of address**

It is important to report a change of address and/or telephone number. Students can change their address and/or telephone number via Studielink only. Changes are processed immediately and automatically communicated to the student administration of the faculty. In case this fails, students are recommended to contact the Student Information and Administration department (SIA).

## **2.3 Regulations, rights and duties**

### **2.3.1 The board of examiners**

The board of examiners of FEB is responsible for assuring the quality and procedure of the exams of the programmes. Quality assurance is the process of ensuring in advance that the quality (of, for example, exams and examinations) meets expectations. The board of examiners consists of several members of the teaching staff and the following advisory members: a study advisor, an employee of the Quality Assurance department and an employee of the Educational Administration.

The board of examiners is bound by the TER and the rules and regulations. Before students submit a request to the board of examiners, they are advised to first read what these regulations say about their question.

#### **What to contact the board of examiners for?**

The board of examiners deals with the following issues, among others::

- requests for extracurricular exams
- requests for permission to write a thesis in Dutch in an English degree programme
- requests for permission for confidentiality of the thesis
- requests for admission to courses and exams a student is not (yet) entitled to take
- report cases of suspected (exam) fraud and plagiarism
- request individual deviations from the regulations as laid down in the TER or rules and regulations

*General questions about courses, grades and exams can be asked to the staff members of the Student Support Desk.*

#### **Individual exemptions to the rules**

If students have disproportionate study delay or impediment as a result of circumstances beyond the student's control or of a personal nature (such as a long illness, disability, family circumstances, top sports, certain board and committee work) they can submit a request to the board of examiners to see if they are eligible for an individual exemption from a rule, such as:

- exemptions from study progress requirements, admission requirements for a degree programme or course, etc.
- (individual) exams outside the scheduled exam date and/or time
- exemptions from regular exam methods

In case of overlapping exams students can fill out the relevant application form available on the Student Portal, after taking notice of the conditions.

As soon as personal circumstances occur, students must contact the study advisor.

To be eligible for an individual exemption to a rule students must be able to show that they have made every effort to prevent the delay or impediment. Students may want to contact a study advisor for advice.

#### **How to submit a request**

The following requests can be submitted via an application form on the Student Portal:

- exemption or substitute of courses
- arrangement for overlap in exams
- alterations of elective courses
- copy of the student's exam answers

Other requests can be submitted by email (examencie.feb@rug.nl). The request should include a description of the problem, the rule involved and the reasons for the request. In case a request has to do with special personal circumstances, such as illness or bereavement, a student may be asked to provide written evidence. The student's name, student's number and degree programme should always be stated in the request.

#### **How and when to expect an answer?**

The board of examiners responds within six weeks. The response may not (yet) be a decision;

it may be a request for additional information. The board of examiners responds to requests by e-mail.

More information is available on the Student Portal.

### **2.3.2 Teaching and examination regulations**

The TER set out the content and structure of all FEB study programmes, and also the rights and duties of students. The TER for bachelor and master study programmes at FEB are also available on the FEB website.

### **2.3.3 Rules and regulations and Regulations for Grading Assignments and Partial Exams**

In the rules and regulations of the board of examiners students find further details of the examination regulations as well as additional rules. The rules and regulations are available on the FEB website.

In the regulations for grading assignments and partial exams a more detailed description is given of the way in which the grades for courses (and their exams and assignments) are determined and what their period of validity is.

You can find the rules and regulations as well as the regulation for the grading of assignments and partial exams on the FEB-website.

### **2.3.4 Exam results**

In blocks 1.1, 1.2 and 2.1 exam results must be published no later than ten working days after the day of the exam. In block 2.2 there is a shorter term for publishing exam results. Only results published by the Educational Administration in Progress are legally valid from the time as laid down in the TER.

Exam results will be published in Progress. Students will need their student number and password to access their results. Due to privacy legislation no information can be disclosed by telephone or to third parties. Students can check their results at any time via Progress.

### **Examination inspection**

After the grade has been published in Progress, students can inspect the exams they have taken within a period of six weeks. Details of the inspection procedure are published on the Student Portal page of the course. If students have a question about their results, the Student Support Desk will be able to help.

Up to six weeks after the examination result has been announced, the result can be appealed against via the Central Portal for the Legal Protection of Students (CLRS). For contact details see the UG website.

### **2.3.5 Resits**

In principle, resits will take place in the half semester directly following the first regular exam. The resits of the courses of block 2.2 will take place in the second half of the exams period of block 2.2.

Different rules may apply to courses that are offered twice a year. Details can be found in Ocasys.

### **2.3.6 Exemptions**

Exemption from certain FEB courses can be granted on the basis of certain previous education or diplomas. Students can request an exemption by filling in a form on the Student Portal. They should hand in the form and documentary evidence at the Student Support Desk.

A course for which an exemption is granted is registered in Progress with 'VR'. This is equal to the grade 6. Students cannot request an exemption for a course for which they have obtained a result at the faculty. Taking an exam for a course for which an exemption has been granted will nullify the exemption.

If students have received an exemption, they can no longer graduate (summa) cum laude. See the TER for further conditions for (summa) cum laude.



### 2.3.7 Study load guidelines

One page is taken to consist of approximately 300 words.

Study load guidelines			
Learning objectives	Difficult	Average	Easy
<b>Light</b> General introduction, outline of main points	8 pages per hour	13 pages per hour	18 pages per hour
<b>Average</b> Mastery of conceptual framework, doing assignments	6 pages per hour	10 pages per hour	14 pages per hour
<b>Heavy</b> Analysis, synthesis, evaluation	4 pages per hour	7 pages per hour	9 pages per hour

### 2.3.8 Fraud and plagiarism

FEB has strict regulations concerning fraud and plagiarism. Fraud and plagiarism are in conflict with the core of academic education: forming an independent and critical thinking person.

#### Fraud

Fraud is defined as an activity or conduct that makes it impossible to make a correct assessment of the students' knowledge, insight and/or skills. Fraud includes:

- copying from a fellow student during exams; the fellow student who facilitates copying is also complicit in fraud
- possessing or carrying aids during exams, of which the consultation is explicitly not permitted: pre-programmed calculators, mobile telephones, smart watches, smart glasses, books, syllabi, notes, etc.
- having others write (parts of) a study assignment and making it appear as if it is the students' own work
- making up, falsifying or manipulating survey or interview answers or research data (data fraud)

#### Plagiarism

Plagiarism is defined as the use of previously published ideas and phrases of the student and others without acknowledging the correct source. Plagiarism can refer to ideas and formulations of others but also of the student themselves. Plagiarism occurs not only when texts are published, but also when they are used in assignments, presentations or theses. Examples of plagiarism include:

- reproducing an assignment completed by a fellow student
- 'copy paste' pieces of text from the internet without stating the source and failing to indicate where the quote starts and ends
- submitting the same piece of work more than once
- reproducing (a part of) a thesis, a book or an article and failing to indicate the beginning and the end of a quotation
- translating a passage literally from another source into Dutch (or another language) and failing to clearly indicate that, in fact, it concerns a quotation

Amongst other measures, the faculty uses a plagiarism scanner to detect and combat the problem. This means that all assignments submitted by students will be screened for plagiarism.

#### Responsibility

Students are responsible for the work that is submitted in their name. Therefore, if the name of a student is on a paper that is written in cooperation with other students, and the paper contains plagiarism then the student is jointly responsible. Even if through a distribution of

tasks the student concerned has not actively been involved in plagiarism. If a student is suspected of plagiarism, they must be able to show that they have done everything to prevent plagiarism.

### **Consequences of fraud and/or plagiarism**

If a lecturer suspects that a student is guilty of fraud and/or plagiarism, the Board of Examiners will be notified. The Board of Examiners will then investigate the matter further, applying the principle of hearing both sides, if necessary. If fraud or plagiarism is deemed proven, disciplinary measures will follow.

Further information and the regulations regarding plagiarism can be found in the rules and regulations.

### **2.3.9 Right of appeal**

If students object to the result of an exam or a decision by a University body (for example an examiner, the Board of Examiners, the Faculty Board or the Board of the University), they can lodge an appeal via the Central Portal for the Legal Protection of Students within six weeks after the decision was communicated.

## 2.4 The first year

### 2.4.1 Faculty introduction: Get Started

To prepare well for their studies it is advisable that students frequently check the 'Get Started' web pages. Here, they will find all the necessary information about lecture schedules, enrolment for courses and the ordering of books, etcetera. It is also recommended for new students to attend the Get Started event, which takes place in the week before the start of the semester.

The faculty requires its students to attend lectures from the first lecture onwards, to take the programme seriously and to devote sufficient time to their studies.

### 2.4.2 Supervision

The first year of the programme is important:

- Students will find out whether or not they have chosen the right programme. If, early on, they discover that they have made a wrong choice, they can still switch to another programme without losing too much time.
- In the transition to academic education they will face many changes and they will notice that they need to pay extra attention to motivation, discipline and self-study.

Students are responsible for keeping an eye on their study progress; however, the faculty offers sufficient coaching activities to help students study successfully:

- Students receive intensive education in the first year. This means that students will regularly work in small groups.
- The knowledge and skills of students are frequently tested.
- Students will participate in a study success group.
- Students will have their own mentor and a tutor, whom they can see with questions they may have. Their student-mentor and lecturer-tutor will also keep in touch with them.

If students complete the first year successfully they will have more time to concentrate on the remainder of the programme and they can engage, if wanted, in extra-curricular activities, such as board/committee activities and internships. Moreover, a successful first year ensures that the study programme remains feasible.

### 2.4.3 Mentor-tutor (SPAA) Groups

At the start of the first year students will be assigned to a Study Performance and Academic Attitude group (SPAA). The SPAA consists of 12-15 first year students, who will meet once a week in the first block, under the supervision of a mentor. This is a senior student who is trained specially for these meetings. During these meetings students will exchange information about, among other things, studying effectively, study planning, writing summaries, preparing for and taking exams, practical matters and extra-curricular activities.

Along with a mentor a SPAA also has a tutor. A tutor is a lecturer from the faculty, who will monitor students' individual progress after the first block. In block 1.2 the tutor will invite the students for an individual introductory meeting and a results- and scheduling meeting. The study progress and general well-being of the students are central during these tutor meetings, as well as their study results. If the study results give reason to do so, students also have one or two tutor meetings in the second semester of the first year. The goal of the tutor system is to give students personal attention and regular and personal feedback.

### 2.4.4 Binding study advice (BSA)

All FEB bachelor programmes have a binding study advice in the propaedeutic phase. This means that in the first year of the programme students must get a minimum of 45 ECs (out of the 60 ECs per year)<sup>4</sup>. Should a student not achieve this, then they must de-register from the programme. Therefore, it is important to work, from the very beginning, towards obtaining the 60 ECs. After two or three weeks, students will take their first midterm exams. If students want to round these off successfully they must start working from the first lecture onwards. That means preparing for lectures and attending them, doing homework/assignments and being able to answer critical questions on the teaching materials.

Study results form the basis for advice on progress that students receive after each exam

<sup>4</sup> For the regulations and exceptions, see the Binding Study Advice (BSA) webpage of the University of Groningen or the Student Portal

period. The most important function of the interim advice on progress is to encourage students to evaluate their own study approach and whether or not to continue (self-selection). Students receive an overview of their study results four times a year, after each exam period. Attached to the second overview is a provisional study advice to help them round off the first year successfully or to consider a different programme. Students receive the last overview after the resit exams of block 2.2, followed by a definitive study advice. This can be positive or negative. In case it is negative, it is binding.

### **A negative BSA, now what?**

Receiving a negative BSA means that registering for the same programme or a programme in the same cluster is prohibited for the two following years.

If students expect a negative BSA, it is best for them to look for a different programme at an early stage. The first logical step is to contact their study advisor or tutor. If students already know which other programme they would like to take, they can contact the study advisor of that particular programme as well. The Student Service Centre can also be of assistance here, as this centre offers, for instance, a study choice workshop for first and second year students. Students can also check the entire BSA regulations in the BSA handbook, available on the website of the UG.

### **Propaedeutic phase not completed, but the BSA norm is met?**

If students have failed to pass the propaedeutic phase after one year, but have met the BSA norm, then in the second year of registration special attention is paid to a timely completion of the first year. Therefore, students must draw up a study plan at the beginning of the second year that is discussed with their tutor.

#### **2.4.5 Overview coaching in the propaedeutic phase**

<b>When</b>	<b>Action</b>
In block 1.1	Coaching by a student-mentor (SPAA group) and an initial meeting with the tutor. Student's role: active participation and preparation for the meeting.
After each exam period	Written message and advice on study progress. Student's role: contact the tutor or study advisor in case of questions. In case of personal circumstances impeding studies, students must, within four weeks, of these circumstances contact the study advisor.
After block 1.1	The tutor invites the student to a meeting. Student's role: prepare for the meeting. Students can also ask for a meeting with their tutor or study advisor themselves.
After block 1.2	The tutor invites the student to a meeting if his/her study results give cause to do so. This meeting focuses on results and the provisional study advice that a student will receive. Student's role: prepare for the meeting. Students can also ask for a meeting with their tutor or study advisor themselves.
After block 2.1	If it is likely that a student will receive a negative Binding Study Advice the tutor will invite the student to a meeting. Student's role: prepare for the meeting. Students themselves can also ask for a meeting with their tutor or study advisor.
After the last exam period (July)	Students receive a written study advice that is binding in case it is negative. Student's role in case of a negative study advice: students must think about the programme that matches their qualities and possibly have an 'exit' meeting with the study advisor.
Various times	Information about choice on the continuation of the bachelor in the second year, study abroad, honours programme, etc.
Second year: in block 1.1	Students who failed to round off the propaedeutic phase. but have met the BSA norm, draw up a study plan with the tutor.

## 2.5 Study advice

### 2.5.1. Study advisors

Successful studying depends on different factors, so it is understandable that students sometimes need to consult an impartial expert to discuss obstacles, or to help make sensible decisions in their careers. This is why the faculty employs study advisors. The study advisors offer supra-curricular counselling. They play an important role in academic career counselling offered by the faculty. Naturally, all matters discussed are confidential.

Students can seek specific advice from their study advisor on:

- personal guidance from start to finish
- an analysis of interests, talents and ambitions
- choosing a specialization, optional courses, master's programme/specialization, honours path, second study programme, etc.
- choosing specific activities, e.g. study period abroad, committee membership, internship
- improving study methods, exam preparation, planning, thesis, etc.
- support in the event of personal problems or impediments
- problems with a curriculum, sexual harassment, problems with a supervisor, etc.

#### Personal circumstances

During their studies students may fall behind as a result of extraordinary circumstances (beyond their control) or practising top-level sport and they may extend the period in which they are eligible for student finance. These students can request financial support from the Graduation Fund under certain conditions. The most important condition to be eligible for financial support from the Graduation Fund is that students report their circumstances within four weeks after the onset of the circumstances to their study advisor.

If their study delay represents 15 ECs or more, students must also make an appointment with a student counsellor via the Student Service Centre in order to qualify for financial compensation.

Students themselves are responsible for reporting study delay to the correct department within the specified time, i.e. four weeks. More information about this regulation can be found in the student charter.

Sometimes personal circumstances necessitate adaptations to teaching methods or testing. This usually involves:

- certain facilities (extra exam time, adapted exam material, etc.)
- exemptions from the TER
- different exam time and/or place
- adjustment of rules for study progress

Together with the study advisor, students can discuss what facilities they may be eligible for, which exemptions from the TER could be applied for, whether it is necessary to adapt their study pace or study planning, etc.

Students can make an appointment with a study advisor via the Student Support Desk.

#### Other options for advice or support

For other forms of support and advice students can also turn to the Student Service Centre (student counsellors, student psychologists and courses for improving study skills) and the Confidential Advisor. Please check the Student Portal for more information. If students need other information, they can contact a study advisor or the Student Service Centre.

### 2.5.2 Information activities

During their studies students have to make important choices that have an impact on their study career and their career later. To help them in this respect FEB organises various information activities.

### **Pick your profile**

To help out first-year students BSc Business Administration or BSc Economics and Business Economics who are not sure which profile to choose after getting their propaedeutic certificate, FEB organises, together with the EBF Pick Your Profile, an event with information on the various profiles, talks by experts from the field and/or workshops. Pick Your Profile runs in April/May of each year.

### **Master's day**

For students who want to know which master's programme matches their career objectives, who do not know yet which master's programme they want to take after getting their bachelor diploma, or who want to know the entry requirements for a master's programme, FEB organizes master events. These events offer presentations on the various master's programmes and an information market where students can get information from lecturers, study advisors and current master students. The master information events are held in March and November of each year.

### **2.5.3 Student Information and Administration**

The Student Information and Administration department (SIA) assists students and staff members with questions about registration, tuition fees, scholarships and immigration. SIA consists of the following departments: the Central Student Administration, the Admissions Office, the Immigration Service Desk and Mobility and Scholarship Desk. Please visit the website of SIA for more information.

### **2.5.4 Student Service Centre**

If students need more support than the study advisors can give, they can go to the Student Service Centre (SSC).

#### **Information, advice and counselling**

The SSC student counsellors are specialized in the field of financial matters as well as issues concerning the legal position of students. They can provide students with information and advice with regard to registration and deregistration, student loans, choice of degree programme, studying with a disability, objection and appeals procedures. Please note: if students are incurring study delay due to circumstances beyond their control, for example, illness or family circumstances, they should immediately consult their study advisor. If their delay represents 15 ECs or more they must also report this to a study counsellor, as it is one of the conditions for qualifying for financial support from the UG Graduation Fund. More information can be found on the Student Portal.

#### **Coaching and short-term therapy**

If the study progress is hindered by study stress, fear of failure, concentration or psychological problems the psychologists at the SSC can offer support. Their support usually consists of an intake interview, followed by a number of individual or group counselling sessions.

#### **Training courses and workshops**

The SSC trainers offer courses, training sessions and workshops in the fields of successful studying and personal development. This ranges from courses in effective studying, to dealing with the tendency to procrastinate. The wide range of activities is regularly updated.

For more information, contact details and the opening hours of the SSC, students can check the Student Portal.

## 2.6 Broaden and deepen your study

### 2.6.1 Minors

Most FEB bachelor's degrees programmes require a student to take a minor. A minor comprises 30 ECs and is in principle taken in the first semester of the third year.

FEB distinguishes three categories of minors:

- A university minor is a minor that is offered by another UG faculty. A university minor enables students to broaden their horizon by venturing beyond the borders of their own field of expertise. The range of university minors is available on the university website. FEB students are not allowed to choose a university minor offered by FEB, except for the university minor Energy, which is accessible for FEB students.
- A faculty minor enables students to study one or more subfields of business and economics in-depth. In the programme overview students can find which faculty minors can be taken.
- Students can also choose a foreign minor, also called minor abroad. This means that in the first semester of the third year students can take courses with a study load of 30 ECs at a foreign university. To make this possible, FEB has entered into collaborative agreements with a large number of foreign universities.
- It is not allowed to combine parts of different minors.

The requirement to take a minor does not apply to all FEB programmes. The regulations for each degree are as follows:

- Students of the BSc Business Administration (with the exception of the A&C profile) can choose any of the three categories of minors.
- Students of the BSc Econometrics and Operations Research can choose any of the three categories of minors.
- Students of the BSc E&BE, profile Business Economics, profile Economics or profile Economic Development and Globalization can choose any of the three categories of minors.
- For students of the BSc E&BE, profile International Economics and Business, a foreign minor is no longer compulsory. These students can choose any of the three categories of minors.
- Students of the BSc International Business must take a foreign minor.

More information about the minors and the admission requirements can be found on the university website. For general information concerning a foreign minor please go to the Student Portal.

### 2.6.2 Honours College

The Honours College of the University of Groningen gives the opportunity to motivated students to extend their studies beyond their regular study programmes by following additional courses and activities as part of the bachelor and master honours programmes. The aim of both programmes is to stimulate students to further develop their personal skills and to find their true talents.

In the bachelor honours programme, which involves 45 additional ECs, the aim is to go further in depth in their study area and to introduce students to other areas of study beyond economics and business. The master honours programme, which involves 15 additional ECs, is geared towards the development of leadership skills. In both honours programmes, the emphasis is on an interdisciplinary approach to scientific and social issues.

Participation in these programmes does not involve paying extra tuition fees, but students have to apply and go through a selection procedure at the beginning of their studies in order to follow either programme.

More information about both programmes is available on the Student Portal.

### 2.6.3 Focus areas in master's programmes

FEB has nine fields of interest within the master's programmes, the so called focus areas. When students have successfully completed the courses belonging to a focus area they can apply for an annotation of this on their diploma supplement. More information is available in the teaching and examination regulations and on the website.

### **Focus areas in a single master's programme**

The MSc in Economics has the following focus areas:

- Competition and Regulation
- Health Economics
- Monetary Policy

The MSc in Economic Development and Globalization has the following focus areas:

- Globalization, Growth and Development
- International Capital and Globalization

### **Focus areas linked to multiple master's programmes**

The MSc in Business Administration (all profiles except Health), MSc in Finance, MSc in International Business Management and MSc in International Financial Management have the following focus area:

- Sustainable Society

The MSc in Economics, the MSc in Finance and MSc International Financial Management have the following focus area:

- Finance and Development

### **Focus areas not linked to a particular FEB master's programme**

Focus areas not linked to a particular FEB masters's programme are:

- Energy
- Digital Business

For students from the MSc Supply Chain Management, the MSc International Business and Management and the Research Master it is not possible to have the focus area Digital Business mentioned on their diploma supplement.

In some cases one or several courses of a focus area are extracurricular. It is not always possible to prevent an overlap in the schedule for focus area courses and degree programme courses. Students should be mindful of this before making the choice for a certain focus area.

#### **2.6.4 Career orientation: FEB Career Services**

During their study students make choices that can affect their career after graduation. Choices such as their study programme and the extracurricular activities that they engage in. FEB Career Services guide them in their transition from education to employment, by

- supporting them in finding out what their talents and interests are;
- showing them how to prepare for their future career, and
- connecting them to prospective employers and alumni.

This is an important process since the job market is more competitive than ever, and rapidly changing under the influence of flexibilisation, digitalisation and internationalisation. Employers do not only pay attention to knowledge, but increasingly also to skills and extracurricular activities. They find it important that graduates can show what their added value is beyond the formal qualifications that come with the degree.

To this end, students can participate in activities that match their talents and interests, such as internships, learning communities, skills and application workshops, events and consultancy projects. The career advisors and student team of FEB Career Services will help students answer questions such as 'What do I want?', 'What suits me?' and 'How can I develop myself?'. This way students will develop their skills and make sure they are well prepared to start their career.

For more information about the activities and services students can be found in the FEB Career Service area in the Plaza or on the Student Portal.

#### **Alumni as a mentor**

The FEB Alumni Network platform offers students the opportunity to use the valuable knowledge and experience of alumni in the job market. On the platform, students can directly contact alumni with questions about their career, the field, or applying for a job.

For more information about alumni mentors, please email the alumni officer at febalumni@rug.nl.



### 2.6.5 Studying Abroad

To be 'international' is a defining characteristic of a modern institution of higher education. Consequently, both the university and the faculty have made internationalization one of the main aims of their long-term strategy.

For students, internationalization is an important aspect of their education. It broadens their mind, not only in their academic but also in their personal development. It also adds to their employability.

In the academic year 2022-2023, physical study abroad could be limited or not possible due to Covid-19 restrictions.

#### Exchange

FEB has many bilateral cooperation agreements with universities both inside and outside Europe. The aim of these agreements is to promote the exchange of students.

The Exchange Office is part of the Student Support Office and responsible for sending students abroad and receiving exchange students from partner universities around the world. In addition to promoting and facilitating student and staff exchange, another important activity of the Exchange Office is to maintain existing relationships and extend the number of partner universities.

More information is available on the Student Portal.

#### Double degree programmes

FEB offers DD programmes at both undergraduate and graduate level. DD programmes have been established with partner universities in Chile, China, England, France, Germany, Hungary, Indonesia, Italy, Norway, Romania and Sweden.

DD programmes give participating students access to different courses and research areas from those offered at their home institution. They provide students with a deeper and/or broader approach to their chosen field and a wide range of new electives. Additionally, the programmes offer a level of international exposure that extends beyond the traditional exchange programme.

Students participating in a DD programme:

- earn two accredited degrees of two degree programmes from two internationally renowned universities
- expand international networks by establishing academic and professional links in two countries
- obtain practical experience by collaborating in diverse teams - while also improving foreign language skills
- deepen and broaden knowledge in areas of study in diverse research and teaching environments
- enhance career opportunities through alumni and career services in two corporately-linked programs

## **2.7 Graduating**

### **2.7.1 Finishing the propaedeutic phase**

When students have completed the propaedeutic phase and wish to receive proof of this, they can request a certified list of grades of the propaedeutic phase at the Student Support Desk.

### **2.7.2 Approval of the bachelor's programme**

It is important that students apply for approval of their bachelor's programme via Progress in time. All programmes need to be approved by the Board of Examiners. The application for approval is a check for students to see if the courses they are following will lead to a diploma. Furthermore, it shows which courses they still need to finish. Moreover, students may not start their bachelor's thesis without approval of their bachelor's programme. This means that students must submit a digital application for the approval of their study programme to the Board of Examiners at least six weeks before they start on their thesis. Students can only submit their application for approval via Progress. More information can be found on the Student Portal.

### **2.7.3 Graduating and the bachelor's degree ceremony**

Students will have satisfied the requirements for a bachelor's degree when:

- their bachelor's programme has been approved in Progress by the Board of Examiners
- they have passed all the courses of their bachelor's programme and this is registered in Progress
- their thesis has been uploaded onto the Student Portal, under FEB Thesis evaluation and archiving
- they are registered for the correct bachelor's programme (students need to check this in Studielink)

In addition, students must check:

- if any results of courses from their bachelor's programme obtained at other faculties and/or abroad are also registered in Progress
- if the course codes of the courses they have completed are the same as the course codes of the courses in their bachelor's programme

After the last result has been registered, and their programme has been approved, students will be registered as graduated by the Educational Administration on behalf of the Board of Examiners. Their bachelor's degree certificate will then be generated automatically. The degree certificate will be dated on the date on which a student has been registered as graduated.

Students will be informed about their registered graduation date by email. After this notification they have two weeks to consider their date of graduation before it will be finalized.

There are two bachelor's degree ceremonies per year. The date of the ceremony will be announced via the Student Portal. It is possible to register for a degree ceremony, depending on availability, up to six weeks in advance via the online registration form on the Student Portal. Participants in the ceremony will receive an invitation by e-mail stating the time and place of the ceremony.

If students do not apply for a graduation ceremony, they will receive an email as soon as the degree certificate is ready to be collected from the Student Support Desk.

### **2.7.4 Approval of the master's programme**

It is important that students apply for approval of their master's programme via Progress in time. All programmes need to be approved by the Board of Examiners. The application for approval is a check for students to see if the courses they are following will lead to a diploma. Furthermore, it shows students which courses they still need to finish. Moreover, students may not start their master's thesis without approval of their master's programme. This means that students must submit a digital application form for the approval of their study programme to the Board of Examiners at least six weeks before they start their thesis. Students can only submit their application for approval via Progress. More information can be found on the Student Portal.

### 2.7.5 Graduating and the master's degree ceremony

Students will have satisfied the requirements for a master's degree when:

- their master programme has been approved by the Board of Examiners
- they have passed all the courses of their master's programme and this is registered in Progress
- their thesis has been uploaded onto the Student Portal, under FEB Thesis evaluation archiving
- they are registered for the correct master's programme (students need to check this in Studielink)

In addition, students must check:

- if any results of courses from their master's programme obtained at other faculties and/or abroad are also registered in Progress
- if the course codes of the courses they have finished, are the same as the course codes of the courses in their master's programme

The default date for the result of the master's thesis is the date of the thesis defence on the assessment form. If the master's programme does not have a thesis defence, the date of the submission of the final version of the master's thesis applies. After the last result has been registered and their programme has been approved, students will be registered as graduated by the Educational Administration on behalf of the Board of Examiners. Their master's degree certificate will then be generated automatically. The degree certificate will be dated on the date on which a student has been registered as graduated.

Students will be informed about their registered graduation date by email. After his notification they have two weeks to consider their date of graduation before it will be finalized.

There are a number of master's degree ceremonies per year. Depending on the master's programme, students can participate in a collective or individual graduation ceremony. More information, including a list of dates of graduation ceremonies, is available on the Student Portal. Students can register for a graduation ceremony via the online registration form on the Student Portal up to four weeks in advance. If the date of choice is fully booked, students will be informed about this as soon as possible, so they can choose another date or they can choose to collect the degree certificate at the Student Support Desk.

Depending on the type of graduation ceremony, students need to discuss in advance whether their thesis supervisor is able to attend on the preferred date. Participants in the graduation ceremony will receive an invitation by e-mail two weeks in advance, stating the place and time of the ceremony.

If students do not apply for a graduation ceremony, they will receive an email as soon as the degree certificate is ready to be collected from the Student Support Desk.

## **2.8 Student finance and other money matters**

### **2.8.1 Study costs policy**

The UG has a policy on study costs. The policy aims to control the costs for required study materials so that the component 'study costs' in the student finance will not be exceeded. The standard sum for 2022-2023 is € 809.-. Each degree phase has a cost maximum (length of programme x standard sum):

- a bachelor's programme is € 2,427.- (3 x € 809.-)
- a one-year master's programme is € 809.-
- a two-year master's programme is € 1,618.- (2 x € 809.-)

Sometimes it is not possible to avoid costs exceeding these limits. In such cases it is possible to apply to the faculty board for reimbursement of half of the extra expenditure.

Students can submit their request for partial reimbursement of study costs to the Financial Shared Service Centre, cluster Alpha Gamma 2. They will need to provide their name, address (including the postal code), student number and IBAN account number. Receipts for all study materials should be enclosed, and the details entered on a spread sheet (including the total) for each block. The figures must show that actual expenditure exceeds the maximum amount set by the government. Applications without receipts, etc. will not be processed.

Costs for studying abroad are not included in the study costs policy.

### **2.8.2 Student loans**

Information on student loans is available from Dienst Uitvoering Onderwijs (DUO) and the university Student Information and Administration.

### **2.8.3 February 1st rule**

If students have registered for the first time in higher education and have cancelled their (Dutch) student finance, including the student travel product, before February 1st, any debts of their supplementary grant and OV-chipcard will be converted into a gift the first five months. The condition is that they may not re-apply for a higher education student finance in the same academic year. The converted months are deducted from the total entitlement to student finance for higher education. Loans are not converted into a gift. A student can only make use of the February 1st rule once.

For further information students can consult DUO or the university Student Information and Administration.

### **2.8.4 Emergency Fund**

Students may face unexpected major expenses which may result in an acute financial emergency. The Emergency Fund offers help in the event of unexpected expenses that students cannot afford and against which they could not have reasonably insured themselves.

More information and the application form can be found on the Student Portal.

## **2.9 Quality assurance**

### **2.9.1 System of quality assurance - teaching**

The faculty has a quality assurance system, that ensures that all aspects of the degree programmes are systematically checked and amended when necessary. This system contributes to:

- continuous improvement of programmes
- high standard education
- identification of problems/deficiencies in a degree programme at an early stage

Among other things, the quality assurance system comprises course and curriculum evaluations. For these evaluations the contribution of students is essential. The contribution can help the faculty to continuously improve courses and programmes.

The starting point of the course evaluations is that all courses offered will annually be evaluated. All students who have taken a course will be sent a link to an online questionnaire via their student email. This will be done in the examination period. The results of the evaluations will be used to improve the courses. Summaries of evaluation reports and improvement plans are available on the Student Portal.

The object of the curriculum evaluation is to measure the quality of the degree programmes. The evaluation has two elements:

- Students can make their opinions known by means of the curriculum evaluation questionnaires distributed at the end of the bachelor and master's programmes.
- In addition, a curriculum monitor will provide a periodical evaluation conducted by peers (lecturers, educationalists, programme directors and content specialists). The peer review is important because it adds relevant information that may not be obtained through student evaluations alone.

Students can send an email to [eduqua.feb@rug.nl](mailto:eduqua.feb@rug.nl) for any question about the quality of teaching.

### **2.9.2 Complaints**

If students have any complaints about education, they should not hesitate to contact the faculty promptly. There are several ways to do so, depending on the nature and severity of the issue.

In the vast majority of cases it is advisable that they first make personal contact with the person directly involved. For example, for a complaint about a course, they can best contact the lecturer or the relevant secretary. If their complaint concerns the educational organization, such as scheduling, exam dates, registration of study results or the graduation ceremony, they can go to the Student Support Desk.

It is possible that this personal contact does not provide a solution. In that case, students can submit a complaint via the Student Support Desk. Every complaint is treated confidentially. Students will be informed about the actions taken or agreements made.

If this does not lead to a solution, or if it concerns more personal problems, then students can submit the issue confidentially to a study advisor, the student counsellor (Student Service Centre), the ombudsperson or the confidential advisor of the UG. They can mediate or suggest other solutions.

It is advisable to seek advice from fellow students beforehand. Students can also contact Quest, the association representing students that, amongst other things, monitors and assesses the quality of teaching.

### **2.9.3 Confidential Advisor**

If students experience unwanted conduct or unfair treatment, they can contact the Confidential Advisor for support and advice. Further information is available on the Student Portal.

### 2.9.4 Ombudsperson

The ombudsperson does not necessarily offer individual support, but focusses more on identifying trends, unacceptable patterns, structural wrongdoings, and overall difficulties, as well as about providing directions for removing, remedying, or preventing them. More information can be found on the Student Portal.

## 2.10 Facilities

### 2.10.1 Plaza

The Plaza, the central hall in the Duisenberg Building, is a meeting place and connects various teaching locations. Here students can find the reception desk, the Student Support Desk and the EBF shop. The first floor has special study areas with computers.

### 2.10.2 University Library

Students can use the University Library and the University Library Zernike.

The University Library in the centre of Groningen is open to all UG students. In addition to the availability of various collections, students also have the opportunity to study in one of the study rooms.

The University Library Zernike is located on the second floor of the Duisenberg Building. This library holds the collections of the Faculty of Economics and Business and the Faculty of Spatial Sciences. In addition, the library has an extensive digital collection of books, journals and databases.

The library has study places and computer work places available for students.

On a regular basis, the library provides instruction meetings and workshops on how to find appropriate and good literature and data for assignments and theses.

<b>Opening hours University Library Zernike</b>	
Monday to Thursday	9.00 AM - 8.00 PM 9.00 AM - 5.00 PM during holidays
Friday	9.00 AM - 5.00 PM

Students can find current and practical information on the website of the University Library, i.e. opening hours during exam periods.

### 2.10.3 Computer facilities

FEB offers computer facilities for students. In addition to the PC rooms for computer practicals for teaching and course-related purposes, facilities are available on the first floor of the Plaza. The Business Research Lab, on the first floor of the Duisenberg Building, offers advanced ICT facilities to students who conduct computer-assisted research for their thesis.

Only students who meet all of the following requirements may use the PCs in the computer rooms:

- they must be registered as a student (and have a valid university card) at the university
- they must be taking a course at FEB or the Faculty of Spatial Sciences
- they must use the PCs for study-related purposes only

For some specific courses a number of PCs are reserved in one of the computer rooms. In that case the additional requirement for the student is to be a participant of that specific course.

### Computer rooms

Students can find an overview of available computer rooms on the Student Portal.

The following house rules apply to the computer rooms:

- Eating and drinking are prohibited in the computer rooms.
- Phone calls are not allowed.
- Work areas should be left clean and tidy for the next user.

<b>Opening hours computer rooms</b>		
Main computer room Theaterzaal	Monday to Friday	9.00 AM- 10.00 PM
Computer rooms	Monday to Friday	9.00 AM - 10.00 PM unless required for lectures, exams or practicals
Student Plaza, first floor	Monday to Friday	7.30 AM – 10.00 PM
Summer period	Monday to Friday	9.00AM - 8.00 PM

### **CIT Service Desk**

Staff at the service desk can answer questions about computer use in the computer rooms. The service desk can also provide assistance if students have problems using a computer in one of the rooms during a course or practical. The service desk is located on the ground floor of the Mercator Building, opposite the main computer room Theaterzaal.

<b>Contact CIT Service Desk</b>	
Opening hours	Monday to Friday: 8.30 AM - 5.00 PM
Telephone	(050) 3633232

### **Computer courses and software**

In addition to courses in standard applications such as Word and Excel, a few CIT courses specifically cater for the university community, such as SPSS and RefWorks. The computer courses are taught in the Smitsborg (Nettelbosje 1). Up-to-date course information is listed on the Student Portal.

Students can buy software at reduced rates via the Surfspot website.

#### **2.10.4 Reader Shop**

Students can order readers via the online DSF portal and collect them at the Reader Shop or have them sent to their home address.

#### **2.10.5 Book sales**

The EBF organizes book sales for its members four times a year. The association guarantees the lowest price on new books to its members. Book sales take place at the start of each block. Books can be ordered through the EBF website. Students are informed well in advance about the details of book sales. Books can be sold back to the EBF via the EBF website. Second-hand books can also be bought (or sold) on the Facebook group FEBbooks for Sale.

#### **2.10.6 Printing, copying and scanning**

The faculty has printers that are specially designated for students for printing, copying and scanning. These printers can be found at the CIT- desk on the ground floor of the Mercator building and the study hall of the first floor of the Duisenberg building. Students pay with a credit on their university card. Students can top-up the credit on their university card via myprint.rug.nl. The credit is linked to the S-number. More information is available on the Student Portal.

#### **2.10.7 Studying with functional impairment**

The university makes every effort to cater to the needs of students with an impairment or chronic illness. The main university buildings all have wheelchair access. A number of lecture rooms have an induction loop for the for students with a hearing impairment, and the university library has facilities for students with a visual impairment.

## **2.11 Student organizations and societies**

### **2.11.1 Economics and Business Faculty Association**

The EBF is the study association for students at the Faculty of Economics and Business of the University of Groningen. Currently, the EBF has approximately 5000 members, of which over 190 play an active role in the association. The EBF aims to support and promote the academic, professional and personal development of its members. To this end, the EBF organizes social, study, career related and international activities. Additionally, students have the opportunity to organize these events themselves by joining a committee.

A few examples of activities organized by the EBF are:

- EBF Conference: the largest, two-day student conference in the Netherlands with prominent speakers, master classes and workshops
- International Business Research: annual trips to emerging markets outside Europe, with the aim of doing research for companies, after which there is time to travel the visited area in small groups
- European Study Research: annual trips to European cities, with the aim of visiting companies and enjoying other cultures
- EBF Socials: every first Monday of the month, the EBF organizes a get-together where you can meet your fellow students.
- Christmas ball: just before the Christmas break a large Christmas ball
- Recruitment Days: an annual event where companies and students can meet, match and connect. This event is co-organized by the Association of Marketing University of Groningen (MARUG)
- Leadership Panel: lectures given by prominent speakers from the business world or the public sector
- Book and summaries sales

Of course, there are many more activities organized by the EBF. These can be found on the EBF website.

EBF has four sub-associations for students within a specific field of study: MARUG, FSG, TeMa and VESTING. These sub-associations organize activities that are linked to the specific degree programmes. Furthermore, there is the association representing students Quest with whom the EBF cooperates.

#### **MARUG**

MARUG is a student association for students interested in marketing that gives them the chance to experience marketing in practice.

Among others, MARUG offers the following (recruitment) Marketing activities:

- MARUG Marketing Conference
- Recruitment Days
- International Marketing Experience
- Commercial Night

At the MARUG, students can gain committee experience by organizing events (mentioned above) with other students.

#### **FSG**

Financële Studievereniging Groningen (FSG; Financial Student Association Groningen) is the study association for students interested in finance. FSG was founded in 2021 and is the result of the merger between RISK and Pro Memorie. FSG's mission is to close the gap between theory and practice in Finance, IFM, Accountancy & Control and Management Accounting & Control. To achieve this goal, FSG organizes high-quality events for its members. These activities range from in-house tours to an annual conference.

The following events are a selection from the portfolio:

- FSG Conference
- FSG International Financial Program
- FSG Investment Team
- FSG Accountancy tours
- FSG London Banking Tour
- FSG Dutch Banking Tour
- FSG Investment & Accountancy Evening

Students who are curious what FSG can do for them, should not hesitate to contact FSG.



## TeMa

TeMa is the student association for the masters Supply Chain Management and Technology and Operations Management and for the profile Technology Management of the bachelor Business Administration.

The aim of the association is to promote the interests of the students of these degree programmes and to bring them into contact with companies.

TeMa offers several activities for a comparatively small, but specific and unique group of students. Among other activities, TeMa organizes visits to leading companies, organizes a conference, a study trip abroad, offers contacts with the business community and offers internships. Furthermore, TeMa organizes social activities, such as parties, a Christmas dinner, the 'batavierenrace' and the TeMa Dies Natalis. Additionally, TeMa organizes T(h)eMa (theme) drinks every third Monday of the month.

## VESTING

VESTING is the association for students of the bachelor Econometrics and Operations Research and the master Econometrics, Operations Research and Actuarial Studies. VESTING aims to bridge the gap between theory and practice in the field of econometrics and related fields. It also aims to promote contact between its members. Amongst others, activities are:

- an annual conference
- International Programme
- informal activities such as the VESTING Introduction Weekend, Hitchhiking Competition and Sailing Weekend
- national activities such as the National Econometricians Day
- book sales

VESTING publishes articles on the website [www.deeconometrist.nl](http://www.deeconometrist.nl).

### 2.11.2 Quest

Quest stands for 'Quality of Education for Students' and it is an independent body within the Faculty of Economics and Business that represents its students. Quest's aim is to identify and address issues that need improvement, in addition to being involved in other general educational improvements.

Quality of education is something that concerns both the faculty and the students, thus Quest is proactively involved in monitoring and assessing the quality of education. The main instrument in this are Year Representative meetings where selected students express their and their peers' experiences on the courses. Such meetings are organized for all programmes separately.

Other activities of Quest are:

- recruiting year representatives
- nominating programme committee student members
- assisting the Student Assessor with projects such as the new Forum meetings

Additionally, Quest is involved in other quality assurance activities, such as the Best Practices in Teaching and Learning Award and midterm evaluations.

### 2.11.3 FEB Alumni Network

After successfully completing their bachelor or master programme, students will become an FEB alumnus and belong to the community of more than 100,000 RUG alumni all over the world. The FEB Alumni Network invests in building sustainable and meaningful relationships with alumni. Alumni can regularly participate in events, lifelong learning experiences and social gatherings that bring our FEB alumni community together.

The FEB Alumni Network is an online platform with more than 5000 members, all affiliated with FEB. On the platform we keep alumni informed about university and faculty developments, interesting events, recent research and vacancies. Above all, it is a platform where alumni can connect with former fellow students, our academic staff and grow their network.

For students the mentor function could be interesting. On the FEB Alumni Network platform current FEB students can get in touch with FEB alumni to enhance their personal and professional development through mentoring and networking opportunities.

To become part of, or make use of the network, sign up via the FEB Alumni Network platform:  
[www.febalumninetwork.com](http://www.febalumninetwork.com).  
For more information about the FEB Alumni Network, please contact [febalumni@rug.nl](mailto:febalumni@rug.nl).

## 2.12 Addresses

The most up-to-date information on telephone numbers, e-mail addresses and room numbers of staff at FEB can be found on the website.

### 2.12.1 General

Visiting address	Duisenberg Building Zernikecomplex Nettelbosje 2 9747 AE Groningen, The Netherlands
Postal address	P.O. Box 800 9700 AV Groningen, The Netherlands
Telephone	(050) 3634624
Website	<a href="https://www.rug.nl/feb/">https://www.rug.nl/feb/</a>

### 2.12.2 Student Support Desk

Opening hours and telephone contact	Monday Tuesday Wednesday Thursday Friday	01.00 PM - 05.00 PM 01.00 PM - 05.00 PM 01.00 PM - 05.00 PM 01.00 PM - 05.00 PM 01.00 PM - 05.00 PM
Telephone	(050) 3638900	
E-mail	<a href="mailto:studentsupport.feb@rug.nl">studentsupport.feb@rug.nl</a>	
Questions/information via	<a href="https://student.portal.rug.nl/infonet/studenten/feb/facilities/support/">https://student.portal.rug.nl/infonet/studenten/feb/facilities/support/</a>	

### 2.12.3 Study advisors

Study advisors FEB:	<ul style="list-style-type: none"> <li>• Marthe Baas</li> <li>• Rosanne van Bladeren</li> <li>• Ilja van den Broek</li> <li>• Marieke Dubbelboer</li> <li>• Juliette Kars</li> <li>• Morgan Love</li> <li>• Ilona Sporrel</li> </ul>
Telephone	(050) 3638900
Website:	<a href="https://student.portal.rug.nl/infonet/studenten/feb/facilities/study-advisors/">https://student.portal.rug.nl/infonet/studenten/feb/facilities/study-advisors/</a>

### 2.12.4 FEB Career Services

Telephone	(050) 3633710
E-mail	<a href="mailto:careerservices.feb@rug.nl">careerservices.feb@rug.nl</a>
Website	<a href="https://student.portal.rug.nl/infonet/studenten/feb/career-services/">https://student.portal.rug.nl/infonet/studenten/feb/career-services/</a>
Website FEB Alumni Network	<a href="https://febalumninetwork.com/">https://febalumninetwork.com/</a>

### 2.12.5 Departmental and programme secretariats

#### Accountancy and Controlling Secretariat

Grietje Kok	<a href="mailto:accountancy@rug.nl">accountancy@rug.nl</a> , (050) 3633768
Renske Oosterhoff-Verbruggen	<a href="mailto:accountancy@rug.nl">accountancy@rug.nl</a> , (050) 3633768

### Accounting Secretariat

Jessica Bakker	i.j.bakker@rug.nl, (050) 3633535
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### Business Administration (bachelor's programme) Secretariat

Marian Gorter-Bruinsma	secr.bscbdk.feb@rug.nl, (050) 3637529
Laura Beekhuis	secr.bscbdk.feb@rug.nl, (050) 3633679

### Economics, Econometrics and Finance Secretariat

Kim Beute	k.beute@rug.nl, (050) 3637865
Martine Geerlings-Koolman	m.a.koolman@rug.nl, (050) 3637018
Ellie Jelsema	e.t.jelsema@rug.nl, (050) 3633685
Helena Lei	h.lei@rug.nl, (050) 3637018
Grietje Pol	g.pol@rug.nl, (050) 3633685

### Global Economics and Management Secretariat

Jenny Hill	gem.feb@rug.nl, (050) 3633458
Herma van der Vleuten	gem.feb@rug.nl, (050) 3633458
Sylvia Luiken	gem.feb@rug.nl, (050) 3633458

### Human Resource Management Secretariat

Zedef Karakayali	z.karakayali@rug.nl, (050) 3634288
Alette Faber	a.f.faber@rug.nl, (050) 3634288

### Innovation Management and Strategy Secretariat

Iris Neef-Huizinga	i.b.a.huizinga@rug.nl, (050) 3634111
Jeannette Wiersema	j.m.wiersema@rug.nl, (050) 3636543
Tineke Beuker	t.j.beuker@rug.nl, (050) 3637147

### Marketing Secretariat

Bertina Wever	marketing.education@rug.nl, tel. (050) 3637065
Lianne Molog-Kwant	marketing.education@rug.nl, tel. (050) 3633686

### Operations Secretariat

Linda Henriquez-Peterson	secr.operations.feb@rug.nl, tel. (050) 3637491
Ellen Flikkema-Spithoff	secr.operations.feb@rug.nl, tel. (050) 3637491
Durkje van Lingen-Elzinga	secr.operations.feb@rug.nl, tel. (050) 363720

## 2.12.6 Board of Examiners

### Board of Examiners

Chair	Prof. Erik Dietzenbacher
Secretary	Ing. drs Frans Bakker and drs Romke Visser
Email	examencie.feb@rug.nl

**2.12.7 University Library****University Library**

Visiting address	Broerstraat 4, 9712 CP Groningen
Postal address	P.O. Box 559, 9700 AN Groningen
Telephone	(050) 3635020
Website	<a href="https://www.rug.nl/library/">https://www.rug.nl/library/</a>

**University Library Zernike**

Visiting address	2nd floor of Duisenberg Building
Postal address	P.O. Box 800, 9700 AV Groningen
Telephone	(050) 3633708
E-mail	<a href="mailto:zernike-bibliotheek@rug.nl">zernike-bibliotheek@rug.nl</a>
Website	<a href="https://www.rug.nl/library/">https://www.rug.nl/library/</a>

**2.12.8 Repro Shop and Reader Shop**

Visiting address	ground floor of the Kapteynborg
Opening hours	Monday to Friday: 8.30 AM - 4.30 PM
Telephone	(050) 3634626
E-mail	<a href="mailto:reprozernike@rug.nl">reprozernike@rug.nl</a>

**2.12.9 Printers**

Locations	At the CIT-desk, ground floor of the Mercator building
	At the study hall, first floor of the Duisenberg building near the library.

**2.12.10 Financial Shared Service Centre, cluster Alpha Gamma 2**

Address	FSSC Cluster Alpha Gamma 2 P.O. Box 3 9700 AA Groningen
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**2.12.11 Center for Information Technology (CIT)**

Visiting address	Zernikecomplex, Nettelbosje 1, 9747 AJ Groningen
Postal address	P.O. Box 11044, 9700 CA Groningen.
Telephone Service Desk	(050) 363 3232
E-mail Service Desk	<a href="mailto:citservicedesk@rug.nl">citservicedesk@rug.nl</a>
Telephone Secretariat	(050) 3639200
E-mail Secretariat	<a href="mailto:secretariaat-cit@rug.nl">secretariaat-cit@rug.nl</a>
Website	<a href="https://student.portal.rug.nl/infonet/studenten/ict/servicedesk">https://student.portal.rug.nl/infonet/studenten/ict/servicedesk</a>

**2.12.12 Central Bodies****Legal Protection of Student Rights**

Postal address	P.O. Box 72, 9700 AB Groningen
Website	<a href="https://www.rug.nl/education/laws-regulations-complaints/complaintobjectionappeal">https://www.rug.nl/education/laws-regulations-complaints/complaintobjectionappeal</a>

### UG Confidential Advisor

Address	Visserstraat 47, 9712 CT Groningen
Telephone	(050) 3635435
E-mail	<ul style="list-style-type: none"> <li>• m.h.j.renker@rug.nl (confidential advisor)</li> <li>• secretariaatBVP@rug.nl (secretariat)</li> </ul>
Website	<a href="https://student.portal.rug.nl/infonet/studenten/regelingen-klacht-inspraak/vertrouwenspersoon">https://student.portal.rug.nl/infonet/studenten/regelingen-klacht-inspraak/vertrouwenspersoon</a>

### Student Information and Administration

Visiting address	Broerstraat 5, Groningen
Postal address	Postbus 72, 9700 AB Groningen
Website	<a href="https://www.rug.nl/education/contact/information-services/">https://www.rug.nl/education/contact/information-services/</a>

### Student Service Centre

Visiting address	Uurwerkersgang 10, Groningen
Postal address	P.O. Box 72, 9700 AB Groningen
Telephone	(050) 3638066
Website	<a href="https://student.portal.rug.nl/infonet/studenten/voorzieningen/studenten-service-centrum/">https://student.portal.rug.nl/infonet/studenten/voorzieningen/studenten-service-centrum/</a>

### 3 Bachelorprogramma's / Bachelor's programmes

#### 3.1 BSc Bedrijfskunde

##### 3.1.1 Programmabeschrijving

Opleidingsdirecteur:	Dr. Liane Voerman, j.a.voerman@rug.nl, (050) 3637069
Opleidingscoördinator:	<ul style="list-style-type: none"> <li>Bachelor Bedrijfskunde en profiel Technology Management: Dr. Gwenny Ruël, g.c.ruel@rug.nl, (050) 3637314</li> <li>Profiel Accountancy &amp; Controlling: Drs. Feikje van der Hoek, f.h.van.der.hoek@rug.nl, (050) 3633767</li> <li>Profiel Business &amp; Management: Dr. Oskar Roemeling, o.p.roemeling@rug.nl, (050) 3638562</li> </ul>
Secretariaat:	<ul style="list-style-type: none"> <li>Marian Gorter-Bruinsma, secr.bscbd.feb@rug.nl, (050) 3637529 en</li> <li>Laura Beekhuis, secr.bscbd.feb@rug.nl, (050) 3633679</li> </ul>
Taal:	Nederlands

#### Inhoud

De BSc Bedrijfskunde is een interdisciplinaire, wetenschappelijke en praktijkgerichte opleiding met ruime aandacht voor vaardigheden die in de beroepspraktijk van belang zijn. De bachelor stelt studenten in de gelegenheid om een brede academische vorming op te doen met betrekking tot het functioneren van en het ingrijpen in organisaties.

De bachelor biedt in de eerste plaats een kennismaking met de bedrijfswetenschappelijke disciplines en de belangrijkste functionele gebieden. Inzicht in de samenhang tussen deze gebieden, een integratieve benadering, de relatie van de organisatie met de externe omgeving (inclusief de klanten) en aandacht voor technologische, financiële en organisatorische (veranderings)processen zijn daarbij belangrijke aandachtspunten. Binnen de BSc Bedrijfskunde wordt daarnaast veel aandacht besteed aan het toepassen van wetenschappelijke kennis bij het oplossen van organisatievraagstukken. Hierbij hoort ook het versterken van sociale en communicatieve vaardigheden van studenten. De afgestudeerde bachelor is in de eerste plaats een bedrijfskundige professional die beschikt over een wetenschappelijke houding en die probleem- en oplossingsgericht werkt.

#### Opbouw van het programma

De BSc Bedrijfskunde heeft een driejarig studieprogramma dat is opgebouwd uit een propedeutische fase (het eerste studiejaar) en een postpropedeutische fase (het tweede en derde studiejaar). De propedeutische fase heeft een oriënterende functie met als uitgangspunt de verschillende bedrijfsprocessen. Bedrijfskundige gebieden waarmee de student kennis maakt zijn onder meer: organisatiekunde, marketing, financial accounting, gedrag in organisaties, informatiemanagement en supply chain operations. Het eerstejaarsprogramma kent daarnaast vakken waarin wetenschappelijke methoden en technieken worden aangeleerd en vaardigheden worden getraind.

In het tweede en derde studiejaar worden de studieonderdelen die in het eerste jaar zijn aangeboden verdiept en in samenhang toegepast. Naast een algemeen verplicht deel van 90 EC (inclusief propedeutische fase), heeft de BSc Bedrijfskunde drie profielen van ieder 90 EC. In het tweede studiejaar dient dan ook een keuze gemaakt te worden uit één van de volgende profielen: Accountancy en Controlling, Business en Management of Technology Management. Middels het volgen van één van deze drie profielen worden studenten in staat gesteld zich verder te specialiseren in één van de deelgebieden binnen de bedrijfskunde.

- Het profiel **Accountancy & Controlling (A&C)** richt zich op de betrouwbaarheid van informatie voor de besturing van organisaties en voor het afleggen van verantwoording over het gevoerde beleid aan interne en externe stakeholders. Naast algemeen bedrijfskundige vakken zijn de vakken binnen het profiel A&C erop gericht om studenten wetenschappelijke kennis van, inzicht in en vaardigheden op het gebied van accountancy

en controlling bij te brengen. Naast de grondslagen van onder meer internal control, auditing en corporate governance, biedt het profiel een verdieping op het gebied van management accounting, financial accounting, en financiering. Het profiel A&C biedt primair de basis voor een masteropleiding Accountancy of Controlling en de daarop aansluitende (theoretische) executive master voor registeraccountant respectievelijk registercontroller.

- Binnen het profiel **Business & Management (B&M)** wordt naast een verdieping in de verschillende bedrijfswetenschappelijke disciplines speciale aandacht besteed aan sociale processen binnen organisaties en de verhouding van de organisatie met haar omgeving. Studenten die het profiel B&M hebben gevolgd zijn in staat om complexe bedrijfsprocessen te doorgronden en kunnen deze koppelen aan sociale (veranderings) processen binnen een organisatie.
- Het profiel **Technology Management (TM)** combineert een gedegen inzicht in de bedrijfswetenschappen met een verdieping in technologische vraagstukken. Daardoor ontstaat een goede basis voor het verrichten van onderzoek naar het functioneren en verbeteren van processen in organisaties. De vakken binnen het profiel TM richten zich op het raakvlak van management en techniek. Studenten die het profiel TM gevolgd hebben, kunnen complexe bedrijfsproblemen waar techniek een belangrijke rol speelt modelleren, analyseren; oplossingen aandragen en deze realiseren.

Het derde studiejaar van het programma staat, afhankelijk van het profiel dat gevolgd wordt, in het teken van integratie en individuele professionalisering middels een minor van 30 EC:

- Studenten die het profiel B&M of TM volgen kunnen kiezen voor een universitaire (verbredende) minor, een facultaire (verdiepende) minor of een buitenlandminor.
- Studenten die het profiel A&C volgen, hebben niet de mogelijkheid om een minor te volgen, maar volgen verdiepende vakken op het gebied van accountancy en controlling. Indien gewenst kan een student die het profiel A&C volgt een minor extracurriculair opvoeren.

Zie voor meer informatie over de minoren de paragraaf 3.1.2 van deze gids en de handleiding 'Minoren Bachelor Bedrijfskunde'.

Het derde studiejaar wordt bij elk profiel afgesloten met het schrijven van een bachelor afstudeerwerkstuk, waarin de student laat zien op een zelfstandige en wetenschappelijk verantwoorde wijze een bedrijfskundig onderzoek te kunnen uitvoeren.

Gedetailleerde informatie over de BSc Bedrijfskunde staat op de Student Portal (onder 'Organizations').

### Carrièreperspectieven

De overgrote meerderheid van studenten die de BSc Bedrijfskunde afrondt, besluit een aansluitende masteropleiding te volgen. Afhankelijk van de masteropleiding, komen afgestudeerde bedrijfskundigen na het behalen van een masterdiploma in zeer uiteenlopende functies terecht. Hierbij kun je denken aan functies op het gebied van human resource management, marketing, financieel beleid, productie en logistiek, kwaliteitsmanagement, organisatieadvies en accountancy & controlling.

#### 3.1.2 Regels en keuzes

<b>Regels en keuzes BSc Bedrijfskunde</b>	
Eerstejaars voorlichting	Kijk op de Student Portal voor het eerstvolgende evenement.
Toelatingseis post-propedeuse	Afgerond propedeutisch programma BSc Bedrijfskunde.
Eisen voor voorlopige toelating tot (het eerste jaar van) de post-propedeuse, tijdens het tweede jaar van inschrijving.	Voldoen aan de BSA-norm. Voor meer informatie over het bindend studieadvies (BSA): zie de BSc-OER en/of par. 1.4.4 van het algemene deel van deze studiegids en/of de RUG website.



Overstap naar de postpropedeuse vanuit de propedeuse van een andere opleiding	<p>Vanuit de propedeuses van de BSc E&amp;BE en de BSc IB is toelating tot de postpropedeuse van de BSc Bedrijfskunde mogelijk nadat is voldaan aan aanvullende eisen. Zie de BSc-OER.</p> <p>Studenten die willen overstappen naar de postpropedeuse van de BSc Bedrijfskunde wordt aangeraden ingeschreven te blijven bij de opleiding waar zij hun propedeuse hebben behaald, totdat zij aan de aanvullende eisen hebben voldaan. Wie toch eerder wil overstappen naar de BSc Bedrijfskunde, moet zich inschrijven als propedeusestudent bij de BSc Bedrijfskunde. Neem bij twijfel contact op met FEB onderwijsadministratie (transfer.feb@rug.nl).</p>
Ingangseisen bachelorvakken	Zie de vakbeschrijvingen in Ocasys.
Inhoud van de buitenlandminor	<p>De buitenlandminor moet in totaal 30 EC bedragen,</p> <ul style="list-style-type: none"> <li>• bestaande uit postpropedeutische vakken zonder overlap met de eigen opleiding en/of</li> <li>• bestaan uit stages in het land van de buitenlandse partneruniversiteit.</li> </ul> <p>De buitenlandminor mag <math>\leq 15</math> EC aan niet-economische of niet-bedrijfskundige cursussen omvatten, waaronder <math>\leq 6</math> EC aan taalcursussen in de officiële taal of talen van het gastland.</p>
Ingangseisen bachelorafstudeerwerkstuk	<ul style="list-style-type: none"> <li>• Definitieve toelating tot de postpropedeuse en</li> <li>• het bachelorprogramma is goedgekeurd en</li> <li>• <math>\geq 120</math> EC aan goedgekeurde vakken (inclusief propedeuse en vrijstellingen) is behaald.</li> </ul> <p>Deze regeling is van toepassing op alle studenten die staan ingeschreven voor de opleiding.</p>
Goedkeuring vakkenpakket	Aanvragen via Progress, uiterlijk 6 weken vóór de start van het bachelorafstudeerwerkstuk.
Mastervoorlichting	Kijk op de Student Portal voor het eerstvolgende evenement.
Doorstroommasters	<ul style="list-style-type: none"> <li>• MSc Accountancy and Controlling (alleen voor Bedrijfskunde - profiel A&amp;C)</li> <li>• MSc Business Administration</li> <li>• MSc Economic Development and Globalization</li> <li>• MSc Finance</li> <li>• MSc Human Resource Management</li> <li>• MSc International Business and Management</li> <li>• MSc International Financial Management</li> <li>• MSc Marketing</li> <li>• MSc Supply Chain Management</li> <li>• MSc Technology and Operations Management</li> <li>• MSc Educatie in de Mens- en Maatschappijwetenschappen, track Economie en Bedrijfseconomie</li> </ul>

Toelatingseisen doorstroommasters	<ul style="list-style-type: none"> <li>• BSc Bedrijfskunde en             <ul style="list-style-type: none"> <li>◦ voor de Engelstalige masteropleidingen: voldoende kennis van het Engels</li> <li>◦ alleen voor de MSc Finance: afgeronde minor Finance</li> <li>◦ alleen voor de MSc Economic Development and Globalization: een afgeronde minor ED&amp;G</li> <li>◦ alleen voor de MSc Educatie in de Mens- en Maatschappijwetenschappen, track Economie en Bedrijfseconomie: een afgeronde minor Algemene Economie voor de Lerarenopleiding</li> </ul> </li> </ul>
Instroommoment(en) doorstroommasters	1 september en 1 februari.
Wijzigingen	Wijzigingen die van invloed zijn op de regels en keuzes zullen in de OER (Onderwijs- en Examenregeling) of in de errata/addenda worden gepubliceerd.

## 3.2 BSc Econometrics and Operations Research

### 3.2.1 Programme description

Programme director:	Dr Agnieszka Postepska a.postepska@rug.nl, (050) 3637018
Programme coordinator:	Dr Bram de Jonge b.de.jonge@rug.nl, (050) 3633723
Secretary:	Martine Geerlings-Koolman, m.a.koolman@rug.nl, (050) 3637018
Language:	English

#### Content

The BSc Econometrics and Operations Research (BSc EOR) focuses on the modelling approach to the description and analysis of issues in the areas of economics, management and related fields. The main objectives of the programme are acquiring knowledge of the most important models presently in use, the necessary background in mathematics and statistics and developing a research-oriented attitude. Training of the ability to translate the findings of this modelling approach into results relevant for the application area is an integrated part of the programme.

To achieve these objectives, in the first year and in the first part of the second year the focus is on mathematics and statistics. Other subjects in the first two years are introductory courses into the main areas of EOR, and into economics, finance and programming. The mainstream subjects of the programme are dealt with in the second and third year: operations research, actuarial science, econometrics and mathematical economics. In the first semester of the third year EOR students choose a minor. The in-depth minor EOR is recommended for students who aim to continue their studies at master level in one of the main areas of EOR or a related area. This minor contains courses that prepare students for one of the profiles of the master's programme Econometrics, Operations Research and Actuarial Studies, and it helps students to choose a topic for their bachelor's thesis. It is also possible to choose another FEB faculty minor, a broadening university minor, the minor education mathematics, or to study abroad at another university (foreign minor). The second semester of the third year includes the bachelor's thesis in completion of the bachelor's programme. During the third year, elective courses offer the opportunity to broaden knowledge of the economic and business application areas.

To establish a connection between the scientific nature of the programme and the working environment of the BSc EOR, assignments and case studies play an important role in the programme. The programme aims at both Dutch and foreign students. The language of instruction is English. Throughout the programme, support is provided to ensure that academic writing and English language skills reach the required level.

#### Double degree programme

See section 7.1.

#### Career prospects

Almost all BSc EOR graduates continue their studies at master level. Consequently, there is only limited information on job perspectives for BSc EOR graduates. Sources suggest that job perspectives for BSc EOR graduates are very good. Banks, insurance companies and consultancy firms offer good prospects. In addition, more traditional employers such as the CBS and the government continue to hire BSc EOR graduates. A BSc EOR degree followed by a master's degree in this field is a solid foundation for a career as a data scientist. Furthermore, through further study and specialization, students can aim for a more research-oriented career, for instance as a PhD student. This does not have to be restricted to a subject in the area of econometrics, operations research, actuarial science, mathematical economics or statistics, but it could also be in economics, management, logistics or one of the social sciences.

### 3.2.2 Rules and choices

<b>Rules and Choices BSc Econometrics and Operations Research</b>	
First-year information day	Check the Student Portal for the next event.
Entry requirements for the postpropaedeutic phase	Having completed the propaedeutic programme of BSc in Econometrics and Operations Research.
Provisional entry requirements for (the first year of) the postpropaedeutic phase, during the second year of registration.	Students must have passed the BSA threshold during the first year of registration in the propaedeutic phase. For more information about the binding study advice (BSA): the BSc TER and/or section 2.4.4 of the General Information part of this student handbook and/or the RUG website
Entry requirements for bachelor courses	Consult the course descriptions in Ocasys.
Content of the foreign minor	The foreign minor (study abroad) can contain $\leq 15$ ECs in non-economic and non-business courses, including no more than one languages courses in the language of the foreign university of $\leq 6$ ECs. The courses of the foreign minor should be postpropaedeutic and should not have a substantial overlap with other taken courses, or courses that will be taken in the BSc EOR programme. Additionally, students must have completed the first year of the E&BE programme before enrolment at the partner university can take place. It is strongly recommended to complete most of the second year before leaving.
Entry requirements for the bachelor's thesis	<ul style="list-style-type: none"> <li>• Definitive admission to the postpropaedeutic phase and</li> <li>• the bachelor's programme has been approved and</li> <li>• <math>\geq 120</math> ECs from the approved courses (including propaedeutic courses and exemptions) have been earned.</li> </ul> <p>This regulation applies to all students registered for the degree programme.</p>
Approval of the bachelor's programme	Apply via Progress, no later than 6 weeks before starting the bachelor's thesis.
Master information days	Check the Student Portal for the next event.
Follow-on master's programmes	<ul style="list-style-type: none"> <li>• MSc Econometrics, Operations and Actuarial Studies (EORAS)</li> <li>• MSc Business Administration</li> <li>• MSc Economic Development and Globalization</li> <li>• MSc Economics</li> <li>• MSc Finance</li> <li>• MSc International Business and Management</li> <li>• MSc International Financial Management</li> <li>• MSc Marketing</li> <li>• MSc Supply Chain Management</li> <li>• MSc Technology and Operations Management</li> <li>• MSc Social Sciences and Humanities Education, track Economics and Business Economics (in Dutch)</li> </ul>

<p>Entry requirements for the follow-on master's programmes</p>	<ul style="list-style-type: none"> <li>• Bachelor's degree in Econometrics and Operations Research and             <ul style="list-style-type: none"> <li>◦ for MSc in Finance: Intermediate Corporate Finance (EBB079B05) must be completed.</li> </ul> </li> </ul> <p>For admission to other master's programmes: submit an application to the Admissions Board.</p>
<p>Starting dates for the follow-on master's programmes</p>	<p>1 September (recommended) and 1 February.</p>
<p>Changes</p>	<p>Changes that affect the rules and choices will be published in the TER (Teaching and Examination Regulations) or in the errata/addenda.</p>

### 3.3 BSc Economics and Business Economics

#### 3.3.1 Programme description

Programme director:	<ul style="list-style-type: none"> <li>• Dr Marc Kramer, m.m.kramer@rug.nl, (050) 3634532</li> </ul>
Programme coordinators:	<ul style="list-style-type: none"> <li>• E&amp;BE first year, Economic Development and Globalization profile: Dr Juliette de Wit; juliette.de.wit@rug.nl, (050) 3633821</li> <li>• Business Economics profile: Dr David Peng; y.peng@rug.nl, (050) 3638139</li> <li>• Economics profile: Dr Pim Heijnen; p.heijnen@rug.nl, (050) 3632317</li> </ul>
Secretary:	<ul style="list-style-type: none"> <li>• E&amp;BE first year and Economic Development and Globalization profile: Secretariat GEM, secr.gem.feb@rug.nl, (050) 3633458</li> <li>• Business Economics profile: Grietje Pol, g.pol@rug.nl, (050) 3633685</li> <li>• Economics profile: Kim Beute, k.beute@rug.nl, (050) 3637018</li> </ul>
Language:	English

#### Content

The BSc Economics and Business Economics (BSc E&BE) aims to provide a solid academic and internationally oriented training, combining insights from business economics, economics, and international economics and development, developing a research-oriented attitude and reaching an advanced level of English language skills. The scientific domain of the BSc E&BE consists of the fields of business economics (with an emphasis on finance) economic theory and policy, as well as the related fields of the theory of international economics and economic development.

In the second year, BSc E&BE students choose a profile in either Business Economics, Economics, or Economic Development and Globalization. Depending on the choice made, graduates will be able to demonstrate relevant knowledge and understanding of:

- **Business Economics** - this encompasses the economic functioning of individual organizations (both profit and non-profit) and the behaviour of people in those organizations. Topics considered include financial and accounting decisions of organizations and the relation between these decisions and the functioning of financial markets, as well as problems related to marketing, operations and logistics management and human resource management.
- **Economics** -this encompasses a wide range of factors related to human choice under conditions of scarcity. These include economic, technological, environmental and political factors, together with their effects on local, national and international economic and monetary policy and upon strategy and behaviour of firms in markets.
- **Economic Development and Globalization** - this encompasses the process of economic development which to a large extent is driven by country-specific economic-policies, -resources and -institutions. These economic conditions affect the location and investment decisions of firms in the globalized international economy. Topics considered include growth and economic development, (environmental) sustainability and globalization, international financial markets and crises, trade and institutions, and technological development.

In all three profiles in-depth training will be given in mathematics, statistics, applied econometrics and research skills. The training in these subjects will enable students to conduct individual academic research in (business) economics. In addition, students will be trained thoroughly in academic writing. Training and practice in this area take the form of

writing several (empirical) papers leading to a bachelor's thesis. Writing a bachelor's thesis will promote further development of analytical and communication skills (taught and practised in tutorials, in which a student learns how to present, argue and defend points of view and to give feedback).

From a professional perspective, requirements of the programme are relatively broad and general, both in terms of content and in terms of academic skills and attitude. As part of the programme, guest lecturers are regularly invited to discuss their professional experiences and to explain how their work is related to the specific course topics.

Graduates can participate in various, mostly extra-curricular activities to become familiar with aspects of professional practice. In particular, the student association EBF is very active in organizing workshops, excursions, guest lectures, congresses, projects, etc. In addition, students may come into contact with the profession through FEB Career Services that offers a large portfolio of career related activities.

Upon completion of the BSc E&BE (all three profiles), graduates can access the master's programmes that are closely related to the bachelor's programme: MSc Finance, MSc Economics and MSc Economic Development and Globalization. The MSc Finance has specific entry requirements, see section 5.10. Graduates also have access to a number of other master's programmes offered by FEB. Given the level and study load of the E&BE programme, it also allows access to other related (inter)national master's programmes.

### **Business Economics profile**

The Business Economics profile (BE profile) offers a high-quality theoretical and practical foundation for any profession in the field. The focus is on core subjects of business economics, such as finance, accounting, marketing, operations and logistics management and human resource management. In addition, students are taught solid general economic theory, which is essential in the field of business economics. Via this combination of business economics and economics courses, students learn to view the functioning of organizations from an analytic, microeconomic point of view in a macroeconomic and international economic context.

In the third year, students take two core courses in financial markets (asset pricing) and corporate finance leading to upper intermediate academic knowledge of this aspect of business economics. Accordingly, after graduation with a BE profile graduates are especially able to apply the acquired knowledge in these areas.

### **Economics profile**

The Economics profile offers a high-quality theoretical and practical foundation, preparing students for any profession in this field. Most fundamentally, the Economics profile deals with individual consumer and producer behaviour, the performance of and degree of competition on markets, as well as characteristics of national economies. In addition, topics such as banking, the origins of economic growth, the functioning of the labour market, the interaction between the political and economic system, and a broad range of public and monetary policy issues are dealt with.

Students are taught high-level general economic theory, which is essential for a professional in the field of economic policy or research. In the third year students take core courses in both macroeconomics and microeconomics at an upper intermediate academic level. The curriculum also focuses on the application of theory to practice and economic policy, e.g. in the bachelor's thesis.

### **Economic Development and Globalization profile**

The Economic Development and Globalization profile (ED&G profile) offers thorough academic training with a focus on development economics, international economics and sustainability problems related to globalization. Development economics deals with the theories, policies and patterns underlying economic development that in recent decades have lifted many people out of poverty in developing countries. It also analyses why some regions of the world have managed to develop successfully, while other regions are struggling. International economics deals with the global economy in which multinational firms operate, e.g.: the determinants and consequences of international patterns of trade and specialization, the effects of trade policy, theories of exchange rates and balance-of-payments, international capital flows and financial globalization. In the third-year, students take core courses at an upper intermediate academic level that focus on economic development, globalization and (environmental) sustainability. The profile focuses on the application of theories.

### Study period abroad at a foreign university

To enhance the international profile of BSc E&BE, the third year of the BSc programme includes (the opportunity of) a study period abroad at another university. Students can make use of the extended exchange network of the faculty with several European and non-European universities. Students can select courses offered by the host university in consultation with the E&BE coordinators. Because of compulsory courses in the second semester, the study abroad period for students studying E&BE is in the first semester of the third year. Students need to take the initiative in making their own arrangements. It is strongly recommended to start planning well ahead of time. Students need to apply in advance for approval of the subjects they wish to study abroad.

To be eligible for one of the faculty's exchange programmes for studying abroad, students must have completed all first year courses. It is strongly recommended that students have also completed (most of) the second year at the time they are leaving in order to be able to take courses at the required level during the semester abroad.

Please note: if students wish to study at a university that does not offer courses in English, the preparation to attain the required language skills should be started well in advance.

As stated above, students can only be selected for a 'study abroad' place if they have completed their first year of study. For most universities the first selection is in January, in block 1.2 (but for some universities the selection is much earlier). A final selection round for remaining 'study abroad' positions takes place after the exams of block 2.1.

This means that if second-year students have not completed the 1st year courses of block 2.2 (including Academic English for E&BE and Research Paper for E&BE) in the previous year, they are not eligible for studying abroad in the third year of their studies, as there are no more exams or resits for these courses before the final selection round starts. Note that these students might experience serious study delay. Study progress and grades will be taken into account in the selection procedure.

In all cases, the programme of the 'study abroad' has to be approved in advance by the E&BE programme coordinators.

If students would like to know more about the opportunities for studying abroad, they are welcome to come to the Student Support Desk, visit the website or look on the BSc E&BE community on the Student Portal.

### Double degree programmes

See section 7.2.

### Career prospects

Although graduates have the option to enter the labour market in junior staff functions in firms and governmental organizations after graduation from the BSc E&BE, the vast majority of graduates, however, choose to pursue a relevant master.

#### 3.3.2 Rules and choices

<b>Rules and Choices BSc Economics and Business Economics</b>	
First-year information day	Check the Student Portal for the next event.
Entry requirements for the postpropaedeutic phase	Having completed the propaedeutic programme of the BSc in Economics and Business Economics.
Provisional entry requirements for (the first year of) the postpropaedeutic phase, during the second year of registration.	Students must have passed the BSA threshold. For more information about the binding study advice (BSA): the BSc TER and/or section 2.4.4 of the General Information part of this student handbook and/or the RUG website.



<p>Entry requirements for the postpropaedeutic phase for students with a completed propaedeutic phase within another programme</p>	<p>It is also possible to be admitted to the postpropaedeutic phase after having completed the propaedeutic phase of the</p> <ul style="list-style-type: none"> <li>• BSc Business Administration</li> <li>• BSc Econometrics and Operations Research</li> <li>• BSc International Business</li> </ul> <p>once additional requirements (see the BSc TER) have been met. In case of doubt or questions, please contact the Educational Office (transfer.feb@rug.nl).</p>
<p>Entry requirements for bachelor courses</p>	<p>Consult the course descriptions in Ocasys.</p>
<p>Content of the foreign minor</p>	<p>The foreign minor (study abroad) can contain <math>\leq 15</math> ECs in non-economic and non-business courses, including no more than one language course in the language of the foreign university of <math>\leq 6</math> ECs. The courses of the foreign minor should be postpropaedeutic and must not have a substantial overlap with other courses taken in the E&amp;BE programme.</p> <p>Additionally, students must have completed the first year of the propaedeutic phase before enrolment at the partner university can take place. It is strongly recommended to complete most of the second year before leaving.</p>
<p>Entry requirements for the bachelor's thesis</p>	<ul style="list-style-type: none"> <li>• Definitive admission to the postpropaedeutic phase and</li> <li>• the bachelor's programme has been approved and</li> <li>• <math>\geq 120</math> ECs from the approved courses (including propaedeutic courses and exemptions) have been earned.</li> </ul> <p>This regulation applies to all students registered for the degree programme.</p>
<p>Approval of the bachelor's programme</p>	<p>Apply via Progress, no later than 6 weeks before starting the bachelor's thesis.</p>
<p>Master information days</p>	<p>Check the Student Portal for the next event.</p>
<p>Follow-on master's programmes</p>	<ul style="list-style-type: none"> <li>• MSc Business Administration</li> <li>• MSc Finance (preferably with E&amp;BE-BE).</li> <li>• MSc Economic Development and Globalization (preferably with E&amp;BE-ED&amp;G)</li> <li>• MSc Economics (preferably with E&amp;BE-Economics)</li> <li>• MSc Human Resource Management</li> <li>• MSc International Business and Management</li> <li>• MSc International Financial Management</li> <li>• MSc Marketing</li> <li>• MSc Supply Chain Management</li> <li>• MSc Technology and Operations Management</li> <li>• MSc Social Sciences and Humanities Education, track Economics and Business Economics (in Dutch)</li> </ul>

<p>Entry requirements for the follow-on master's programmes</p>	<ul style="list-style-type: none"> <li>• Bachelor's degree in E&amp;BE and             <ul style="list-style-type: none"> <li>◦ for MSc Finance: Intermediate Corporate Finance (EBB079B05) and Intermediate Asset Pricing (EBB084A05) must be completed.</li> </ul> </li> </ul> <p>For admission to other master's programmes: submit an application to the Admissions Board.</p>
<p>Starting dates for the follow-on master's programmes</p>	<p>1 September and 1 February.</p>
<p>Changes</p>	<p>Changes that affect the rules and choices will be published in the TER (Teaching and Examination Regulations) or in the errata/addenda.</p>

### 3-4 BSc International Business

#### 3-4.1 Programme description

Programme director:	Prof. Alan Muller, a.r.muller@rug.nl, (050) 3632665
Programme coordinator:	Dr Rudi de Vries, r.w.de.vries@rug.nl, (050) 363 3843
Information:	Ineke van Est, r.van.est@rug.nl, (050) 3636692
Secretary:	Global Economics and Management, gem.feb@rug.nl, (050) 3633458
Language:	English

#### Content

The BSc International Business (BSc IB) is an interdisciplinary academic programme with a focus on international issues. It aims to provide a solid academic grounding in the functioning of and interventions in organizations that operate in various countries and cultures. Students learn to combine general business management knowledge and skills within the international context of the organizations. They gain knowledge and understanding of general business and management, the main areas of international business and management and research methodology. Students also learn to apply an interdisciplinary and integral approach in defining, analysing and solving problems in multinational organizations. In addition, students learn how to conduct research that complies with academic standards in management and academia. Students are also taught the language and social communication skills that are necessary for operating in an international and intercultural context.

#### First and second year

The BSc IB provides an introduction into elementary theories and concepts that are relevant in the field. In general, seven areas in which students need basic knowledge and skills are distinguished. These are:

- Organization theory: an introduction into theories and concepts of organization structures and processes. Students learn to consider organizational design and organizational change both in local companies as well as in multinational companies. Students are introduced to scientific theories about these issues and are trained to apply concepts to practical situations.
- International management and economics: multinational companies have to constantly consider business opportunities and related strategic choices. Students are introduced to the basics of (international) economics in such a manner that they understand the relevant economic concepts of the international environment. Additionally, by studying relevant concepts within the area of strategic management, students will learn how companies are able to operate in this context.
- International finance and accounting: students study the financial aspects of organizing and related aspects of accounting and control, with special attention to the additional complexity of these issues within multinational enterprises.
- International business law: in their international endeavours, companies often run into complicated legal problems on different levels. Basic knowledge of such issues is essential.
- Research methodology and statistics: students learn to conduct research that complies with scientific rules both in management and in academia. Courses in this cluster teach them how to think systematically and draw scientifically sound conclusions on the issues that they have studied. This is a must if they have ambitions in management and consultancy as well as in academia.
- Language and intercultural communication skills: language and communication skills are very important for people who intend to operate in the international arena. In the first year an English language course improves the written, oral communication and presentation skills. During the study abroad in the third year students can choose a second foreign language.
- Ethics: students learn numerous ways to actively engage with ethical issues and dilemmas.

Additionally, there is a set of courses dealing with more functional areas such as international marketing and information systems management.

### Preparing study abroad in the first and second year

During the second bachelor year, students need to prepare for their foreign minor (study abroad) in the third year. To enrol at a foreign university, students must have completed their first year. Please, read the relevant parts in this student handbook about the rules and regulations on study abroad carefully. In the first year a workshop is organized to give information about the study abroad programme.

### Third year

BSc IB students spend one semester of the third year of their programme abroad<sup>5</sup>. The programme in the third year during the 'home' semester consists of core courses. Additionally, students write their bachelor's thesis in this semester.

As indicated above, to be eligible to apply for one of the faculty's exchange programmes, students must have completed the first year. It is strongly recommended that (most of) the second year has also been completed by the time they leave in order to be able to take courses at the required level during their study abroad. Please note that, if students want to study at a university that does not offer courses in English, the preparation to attain the required language skills (e.g. French, German or Spanish) will exceed the credits of the compulsory courses of the first and/or second year. Please refer to the FEB Student Portal for further details.

If students have participated in higher education outside the Netherlands before starting their studies in IB, they can apply for an exemption from the study abroad period at the Board of Examiners. If granted, students must contact the programme coordinator for IB to agree on a substitute programme.

### Double degree programmes

See sections 7.3, 7.4, 7.5 and 7.6.

### Career prospects

When students have completed the BSc IB, they have all the tools they need to continue in a master's degree or to develop in a wide range of business management careers in international companies. Many companies and organizations offer traineeships and junior positions which introduce graduates to the different types of activities. The specific direction chosen varies according to interests and includes positions with an obvious international dimension such as export manager, international marketer, or international sales manager.

Furthermore, positions such as product manager, treasury manager, human resource manager and management development officer are important options. The programme also provides the skills, knowledge and expertise appropriate to a management career in a non-profit organization setting, such as the health-care industry, the cultural and entertainment sector or non-governmental organizations.

Finally, graduates could consider continuing their career within the academic field and pursue a Research Master, given their training in the latest developments in this area.

### 3.4.2 Rules and choices

<b>Rules and choices BSc International Business</b>	
First-year information day	Check the Student Portal for the next event.
Entry requirements for the postpropaedeutic phase	Having completed the propaedeutic programme of the BSc International Business.
Provisional entry requirements for the postpropaedeutic phase, during the second year of registration	Students must have passed the BSA threshold during the first year of registration in the propaedeutic phase. For more information about the binding study advice (BSA): the BSc TER and/or section 2.4.4 of the General Information part of this student handbook and/or the RUG website

<sup>5</sup> Due to Covid-19 measures, students have the possibility to do a replacement minor.

<p>Entry requirements for the postpropaedeutic phase for students with a propaedeutic certificate from another degree programme</p>	<p>It is also possible to be admitted to the postpropaedeutic phase after having completed the propaedeutic phase of the</p> <ul style="list-style-type: none"> <li>• BSc Business Administration</li> <li>• BSc Economics and Business Economics once additional requirements have been met. See the BSc TER.</li> </ul> <p>Students who want to transfer to the postpropaedeutic phase of the BSc IB are advised to stay registered in the degree programme where they completed their first (propaedeutic) year, until they have satisfied the additional requirements. Those wishing to transfer sooner to IB must register as a propaedeutic student in the BSc IB. In case of doubt or questions, please contact the Educational Office (transfer.feb@rug.nl).</p>
<p>Entry requirements for bachelor courses</p>	<p>See the course descriptions in Ocasys.</p>
<p>Content of the foreign minor</p>	<p>The foreign minor (study abroad) can contain <math>\leq 15</math> ECs in non-economic and non-business courses, including 10 ECs of language courses. Additionally, students must have completed the first year (propedeuse) before enrolment at the partner university can take place. It is strongly recommended to complete most of the second year before leaving.</p>
<p>Entry requirements for the bachelor's thesis</p>	<ul style="list-style-type: none"> <li>• Definitive admission to the postpropaedeutic phase and</li> <li>• the bachelor's programme has been approved and</li> <li>• <math>\geq 120</math> ECs from the approved courses (including propaedeutic courses and exemptions) have been earned.</li> </ul> <p>For students who take part in the KEDGE Business School, the 90 ECs DD with Universitas Gadjah Mada or Universitas Indonesia the entry requirements are:</p> <ul style="list-style-type: none"> <li>• the bachelor's programme has been approved and</li> <li>• <math>\geq 40</math> ECs from the compulsory courses in Groningen (including exemptions) have been earned.</li> </ul> <p>For students who take part in the 120 EC DD with Universitas Indonesia the entry requirements are:</p> <ul style="list-style-type: none"> <li>• the bachelor's programme has been approved</li> <li>• and</li> <li>• <math>\geq 60</math> ECs from the compulsory courses in Groningen (including exemptions) have been earned.</li> </ul>
<p>Approval of the bachelor's programme</p>	<p>Apply via Progress, no later than 6 weeks before starting the bachelor's thesis.</p>
<p>Master information days</p>	<p>Check the Student Portal for the next event.</p>

Follow-on master's programmes	<ul style="list-style-type: none"> <li>• MSc Business Administration</li> <li>• MSc Economic Development and Globalization</li> <li>• MSc Finance</li> <li>• MSc Human Resource Management</li> <li>• MSc International Business and Management</li> <li>• MSc International Financial Management</li> <li>• MSc Marketing</li> <li>• MSc Supply Chain Management</li> <li>• MSc Technology and Operations Management</li> <li>• MSc Social Sciences and Humanities Education, track Economics and Business Economics (in Dutch)</li> </ul>
Entry requirements for the follow-on master's programmes	<ul style="list-style-type: none"> <li>• Bachelor's degree in International Business and             <ul style="list-style-type: none"> <li>◦ for MSc Finance: minor Finance.</li> <li>◦ for MSc in Social Sciences and Humanities Education, track Economics and Business Economics: minor Algemene Economie voor de Lerarenopleiding. This minor cannot be included in the BSc IB programme and is therefore extra-curricular for BSc IB students.</li> </ul> </li> </ul> <p>For admission to other master's programmes: submit an application to the Admissions Board.</p>
Starting dates for the follow-on master's programmes	1 September and 1 February.
Changes	Changes that affect the rules and choices will be published in the TER (Teaching and Examination Regulations) or in the errata/addenda.

### **3.5 University minor Energy**

A university minor is a minor offered by another UG faculty than FEB. It introduces students to a different academic field and helps them to gain an understanding of the knowledge, methodologies and applications used there.

As an exception to the rule, the university minor Energy is also accessible to FEB students who follow a bachelor programme with the option of choosing a university minor.

## 4 Pre-MSc programmes

### 4.1 Pre-MSc programmes FEB

#### 4.1.1 Programme description

Programme director:	Dr Maryse Brand, m.j.brand@rug.nl, (050) 3637492
Programme coordinator:	Dr Edin Smailhodzic, e.smailhodzic@rug.nl, (050) 3633985
Language:	English

#### Content

FEB offers the following 30/45 ECs standard Pre-MSc programmes in preparation for the follow-on master's programmes of FEB:

- Business Administration, profile Change Management
- Business Administration, profile Health
- Business Administration, profile Management Accounting and Control
- Business Administration, profile Small Business and Entrepreneurship
- Business Administration, profile Strategic Innovation Management
- Marketing

The 30/45 ECs Pre-MSc programmes are intended for students with a bachelor's degree of one of the NVAO accredited HBO programmes. The Pre-MSc programmes are also open to students with an accredited academic bachelor's degree, who do not immediately qualify for one of these MSc programmes, either from the Netherlands or abroad. Students with a related HBO programme follow the 30 ECs version.

Students with an unrelated HBO programme and students with an accredited academic bachelor's degree, who do not immediately qualify for one of these MSc programmes, either from the Netherlands or abroad follow the 45 ECs version.

After passing a 30/45 ECs Pre-MSc programme, graduates will have the right to be admitted to the Master of Science that belongs to the chosen Pre-MSc programme, under the condition of proof of Mathematics VWO-A level before the start of the corresponding Master.

FEB offers the following 60 ECs standard Pre-MSc programmes in preparation for the follow-on master's programmes of FEB:

- Accountancy and Controlling
- Algemene Economie voor de Lerarenopleiding
- Econometrics, Operations Research and Actuarial Studies
- Economic Development and Globalization
- Finance
- Human Resource Management
- International Business and Management
- International Financial Management
- Supply Chain Management
- Technology and Operations Management

The 60 ECs Pre-MSc programmes are especially intended for students with a bachelor's degree of one of the NVAO accredited HBO programmes. The Pre-MSc programmes are also open to students with an accredited academic bachelor's degree, who do not immediately qualify for one of these MSc programmes, either from the Netherlands or abroad.

FEB offers the following 30/60 ECs non standard Pre-MSc programmes in preparation for the follow-on master's programme of FEB:

- Accountancy and Controlling

More information about the two Pre-MSc programmes Accountancy and Controlling that have been specifically designed for HBO-AC, HBO-BE and HBO Finance & Control graduates can be found in section 4.2

After passing a 60 ECs Pre-MSc programme, graduates will have the right to be admitted to the Master of Science that belongs to the chosen Pre-MSc programme.



Students who have not completed the full programme at the end of the academic year, but have obtained at least 25 ECs of a 30 ECs programme, at least 40 ECs of a 45 ECs programme and at least 50 ECs of a 60 ECs programme, may continue the Pre-MSc in the following year. After they have finished the remaining course(s) successfully, they will be admitted to the master's programme.

Students who have not completed the full programme at the end of the academic year, and have obtained less than 25 ECs of a 30 ECs programme, less than 40 ECs of a 45 ECs programme and less than 50 ECs of a 60 ECs programme, are not allowed to continue the Pre-MSc in the following year. If they still want to take the MSc (profile), then they will have to register for the related FEB bachelor's degree. Pre-MSc students may then request for exemptions from the board of examiners based on the courses that they did pass during their Pre-MSc year.

#### 4.1.2 Rules and choices

<b>Rules and choices Pre-MSc programmes</b>	
Entry requirements for the Pre-MSc programmes	See the website or the BSc TER.
Validity of admission to the Pre-MSc programmes	Admission to the Pre-MSc programmes is valid for one year and is only granted once. It will only be extended - for a maximum of one year - if $\geq 25$ ECs from a 30 ECs Pre-MSc programme, $\geq 40$ ECs from a 45 ECs programme or $\geq 50$ ECs from a 60 ECs programme have been obtained.
Entry requirements for the research papers for: <ul style="list-style-type: none"> <li>• Pre-MSc BA-CM</li> <li>• Pre-MSc BA-Health</li> <li>• Pre-MSc BA-MAC</li> <li>• Pre-MSc BA-SB&amp;E</li> <li>• Pre-MSc BA-SIM</li> </ul>	<ul style="list-style-type: none"> <li>• Students have passed Research Skills for Pre-MSc (EBS026A05)</li> </ul>
Entry requirements for the research paper for: <ul style="list-style-type: none"> <li>• Pre-MSc Marketing</li> </ul>	Students have passed Research Skills for Pre-MSc (EBS026A05) and Statistics for Pre-MSc (EBS027A05)
Entry requirements for the research papers for: <ul style="list-style-type: none"> <li>• Pre-MSc A&amp;C</li> <li>• Pre-MSc EORAS</li> <li>• Pre-MSc ED&amp;G</li> <li>• Pre-MSc Finance</li> <li>• Pre-MSc HRM</li> <li>• Pre-MSc IB&amp;M</li> <li>• Pre-MSc IFM</li> <li>• Pre-MSc SCM</li> <li>• Pre-MSc TOM</li> </ul>	Students have passed Mathematics for Pre-MSc (EBS002A05), and Business Research Methods for Pre-MSc (EBS001A10).
Entry requirements for the research paper for MSc EORAS	Students have passed Macroeconomics for EOR (EBS020A05), Matrices, Graphs and Convexity (EBB073A05) and Statistical Interference (EBB075A05)
Master information days	Check the Student Portal for the next event.
Follow-on master's programmes	Dependent on the choice of Pre-MSc programme.
Entry requirements for the follow-on master's programmes	Completion of the Pre-MSc programme and for 30/45 ECs programmes (except for the 30 EC A&C Pre-MSc programme) a proof of Mathematics VWO-A level before the start of the corresponding Master.
Starting dates for the follow-on master's programmes	1 September and 1 February.

Changes	Changes that affect the rules and choices will be published in the TER (Teaching and Examination Regulations) or in the errata/addenda.
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## 4.2 Pre-MSc Accountancy and Controlling for HBO-AC and HBO-BE/ HBO Finance & Control

### 4.2.1 Programme description

Programme director:	Dr Sandra Tillema, s.tillema@rug.nl, (050) 3634539
Programme coordinator	Ingrid Luttmer-Noest, i.m.luttmer-noest@rug.nl, (050) 3633768
Secretariat:	Grietje Kok and Renske Oosterhoff-Verbruggen, accountancy@rug.nl, (050) 3633768
Language:	English and Dutch

### Content

Two Pre-MSc programmes Accountancy and Controlling (Pre-MSc A&C) have been specifically designed for HBO-AC and HBO-Finance & Control (or Bedrijfseconomie) graduates, respectively. These programmes are:

- a programme of 30 ECs for students with a HBO Accountancy diploma (including Overall Test)
- a programme of 60 ECs for students with a HBO Finance & Control (or Bedrijfseconomie) diploma

The Pre-MSc programme for students with other backgrounds can be found in section 4.1.

Both Pre-MSc programmes comprise A&C-specific courses (for instance, financial statement analysis, management control and corporate governance), and a more general course in research methods, called 'Business Research Methods for Pre-MSc'.

After passing their Pre-MSc programme, graduates will have the right to be admitted to the Master of Science in Accountancy and Controlling.

Students who have not completed the full programme at the end of the academic year, but have obtained at least 20 ECs (HBO-AC) or 50 ECs (HBO-F&C) of the programme, may continue their Pre-MSc in the following year. After they have finished the remaining course(s) successfully, they will be admitted to the master's programme.

Students who have not completed the full programme at the end of the academic year, and have obtained less than 20 ECs (HBO-AC) or 50 ECs (HBO-F&C) of the programme, cannot continue the Pre-MSc in the following year. If they still want to take the MSc Accountancy and Controlling, then they will have to register for the FEB bachelor's programme in Business Administration, and take its A&C profile. In that case, former Pre-MSc students may request exemptions from the board of examiners on the basis of earlier training and/or the courses that they did pass during their Pre-MSc year.

### 4.2.2 Rules and choices

<b>Rules and choices Pre-MSc programmes Accountancy and Controlling</b>	
Entry requirements Pre-MSc programmes	<ul style="list-style-type: none"> <li>• For Pre-MSc programme A&amp;C for HBO-AC (30 ECs): diploma HBO Accountancy plus sufficient result in the Overall Test (OAT).</li> <li>• For Pre-MSc programme A&amp;C for HBO-BE and HBO-Finance &amp; Control (60 ECs): diploma HBO Bedrijfseconomie, HBO Finance &amp; Control or diploma HBO Accountancy without the Overall Test (OAT).</li> </ul> <p>For entry requirements with other bachelor's degrees, see the MSc TER.</p>

<p>Period of validity of entry to Pre-MSc programmes</p>	<ul style="list-style-type: none"> <li>• For Pre-MSc programme A&amp;C for HBO-AC (30 ECs): 1 year (can possibly be extended by 1 year maximum if in the first year 20 ECs of the programme are completed.</li> <li>• For Pre-MSc programme A&amp;C for HBO BE and HBO Finance &amp; Control (60 ECs): 1 year (can possibly be extended by 1 year maximum if in the first year <math>\geq</math> 50 ECs of the programme are completed.</li> <li>• For Pre-MSc programmes A&amp;C for other HBO diplomas (60 ECs): 1 year (can possibly be extended by 1 year maximum if in the first year <math>\geq</math> 50 ECs of the programme are completed.</li> </ul> <p>See also the BSc-TER.</p>
<p>Approval combination of courses</p>	<p>Apply via Progress, no later than 6 weeks prior to the presumed date of completion of the programme.</p>
<p>Master information</p>	<p>Check the Student Portal for the next event.</p>
<p>Follow-on master</p>	<p>MSc Accountancy and Controlling.</p>
<p>Entry requirement follow-on master</p>	<p>Completed Pre-MSc Accountancy and Controlling.</p>
<p>Intake(s) follow-on master</p>	<p>1 September and 1 February.</p>
<p>Changes</p>	<p>Changes that affect the rules and choices will be published in the TER (Teaching and Examination Regulations) or in the errata/addenda.</p>

## 5 Masteropleidingen / Master's programmes

### 5.1 MSc Accountancy and Controlling

#### 5.1.1 Programme description

Programme director:	Dr Sandra Tillema, s.tillema@rug.nl, (050) 3634539
Programme coordinator:	Dr Martijn van der Steen, m.p.van.der.steen@rug.nl, (050) 3633993
Secretary:	Grietje Kok and Renske Oosterhoff-Verbruggen, accountancy@rug.nl, (050) 3633768
Language:	English

#### Content

In today's world, high-quality information is crucial for all kinds of decisions. For instance, shareholders have to decide whether to continue their investment in particular companies, and managers need to decide which strategy to follow for their company to remain successful. These and other decisions require relevant, reliable and timely information.

In the MSc Accountancy and Controlling (MSc A&C), students will learn how to design information systems that produce such information, and how to assess the quality of existing systems. The emphasis will be on the future role of auditors and controllers/management accountants in society. Therefore, much attention will be paid to the opportunities and threats which arise due to innovations in information technology. Similarly, the current trend of reporting about sustainability issues, and its implications for information systems, will receive ample attention. Of course, also more traditional topics, such as ways to detect fraud, will be discussed at length. Many graduates of the MSc A&C further specialize by obtaining a professional qualification and/or following an executive master programme.

The programme has two profiles to choose from:

- The **Accountancy profile** focuses on the information needs of external stakeholders, such as shareholders, and includes courses on Auditing (10 EC in total) and Financial Accounting (10 EC). Much attention will be paid to a firm's external reporting and the investigation of the quality of information systems and external reports.
- The **Controlling profile** emphasizes the information needs of managers and other internal stakeholders. This emphasis is realized in courses on Management Accounting / Management Control (15 EC) and Financial Management (5 EC). Therefore, the provision of information for decision making and control will be the main interest.

The MSc A&C starts twice a year: September and February.

#### Double degree programme

See section 8.4.

#### Career perspectives

The programme is a good basis for many positions in both the private and the public sector, including the positions of auditor and controller (sometimes called management accountant). Also becoming a consultant in related areas is an option.

Many auditors start their career at one of the Big Four auditing firms: KPMG, PwC, Deloitte and EY. Auditors examine a company's information systems and test the reliability of these systems by conducting random sample checks and data analyses.

Controllers are employed by regular companies, where they prepare budgets and reports, make cost price calculations, assess investment proposals and design performance measurement systems. Strategic decision-making, IT solutions and risk management are also examples of subjects a controller deals with.

## Executive master's programmes

To become an auditor, professionals usually need an additional qualification as a Chartered Certified Accountant. As a controller, professionals may want to pursue a Chartered Management Accountant qualification (optional). After completing the master with the Accountancy profile, professionals can combine their job with the Executive Master of Accountancy (EMA) programme. This programme lasts one and a half years and is combined with a three-year practical internship. On completion, they carry the title 'Executive Master' and the Dutch equivalent 'registeraccountant'.

Alternatively, and irrespective of the completed profile, professionals can follow the Executive Master of Finance and Control (EMFC). This part-time programme lasts two years, and upon completion professionals hold the title 'Executive Master in Finance and Control' and the Dutch equivalent 'registercontroller'.

More information about these executive master's can be found in chapter 6 of this Student Handbook.

### 5.1.2 Rules and choices

<b>Rules and choices MSc Accountancy and Controlling</b>	
Master information days	Check the Student Portal for the next event.
Entry requirements for the master's programme	<p>Bachelor's degree in</p> <ul style="list-style-type: none"> <li>• BSc Bedrijfskunde, profile A&amp;C or</li> <li>• HBO-Accountancy and a completed Pre-MSc programme A&amp;C for HBO-AC or</li> <li>• HBO-Business Economics/Finance &amp; Control and a completed Pre-MSc programme A&amp;C for HBO-BE and HBO-Finance &amp; Control or</li> <li>• HBO degree certificate and a completed Pre-MSc programme A&amp;C</li> </ul> <p>For entry requirements with other bachelor's degrees, see the MSc TER.</p>
Starting dates for the master's programme	1 September and 1 February.
Entry requirements for master courses	See the course descriptions in Ocasys.
Entry requirements for the master's thesis	<ul style="list-style-type: none"> <li>• The master's programme has been approved, and</li> <li>• <math>\geq 20</math> ECs from the master's programme have been obtained.</li> </ul>
Approval of the master's programme	Apply via Progress, no later than 6 weeks before starting the Master's Thesis.
Post-initial follow-on masters	<p>For the Accountancy profile:</p> <ul style="list-style-type: none"> <li>• Executive Master of Accountancy (EMA), leads (with the compulsory practice internship) to the title of Registeraccountant (RA).</li> </ul> <p>For the Controlling profile:</p> <ul style="list-style-type: none"> <li>• Executive Master of Finance and Control (EMFC), leads to the title of Registercontroller (RC).</li> </ul> <p>For both profiles:</p> <ul style="list-style-type: none"> <li>• Executive MBA (EMBA).</li> <li>• Executive Master of Mergers &amp; Acquisition and Valuation (EMMAV).</li> </ul> <p>For more information: see the MSc TER.</p>
Changes	Changes that affect the rules and choices will be published in the TER (Teaching and Examination Regulations) or in the errata/addenda.

## 5.2 MSc BA-Change Management

### 5.2.1 Programme description

Programme director:	Prof. Florian Noseleit, f.noseleit@rug.nl, (050) 3638564
Programme coordinator:	Dr Isabel Estrada Vaquero, i.estrada.vaquero@rug.nl, (050) 3633453
Secretary:	Jeannette Wiersema, j.m.wiersema@rug.nl, (050) 3636543
Language:	English

#### Content

Change that is responding to technological market and other developments tends to be essential for the survival of today's organizations. To organize is to change and to change is to organize. In the past, change management was a subject only addressed incidentally: once an organization had been through a process of change, it was time for a period of consolidation. However, nowadays change is a crucial and permanently topical matter for organizations. This, in turn, creates a need for change management experts, who know how to design and how to manage change processes that simultaneously take place in areas such as business processes, information technology, strategy, leadership style and human resource management.

As participants in this programme students gain insight into the processes behind change, the impacts that changes may have on an organization and its members and the role change experts (line managers or internal or external consultants) may play in this. More specifically, students will learn about different change strategies that have been developed, including intervention tools that are helpful for implementing those strategies. They will also acquire the communication and social skills needed to manage change processes, at the individual, group as well as organization levels. Furthermore, they will learn how to conduct research into change management related subjects.

Students will train and develop their academic, communication and social skills and form an academic attitude. A combination of teaching methods is used, including lectures, seminars, tutorials, case studies and projects. Assessment is through essays, exams, reports, case studies, industry-based assignments, presentations and a master's thesis.

The MSc BA-CM starts twice a year: in September and February.

#### Double degree programme

See section 8.4.

#### Career prospects

Having completed the master's degree, graduates are able to work independently as a change expert, professional or manager within organizations. They are flexible and can develop in many directions, for example through consultancy projects. They can start working as a management trainee, an internal consultant, a policy consultant or as a member of a project team in firms as well as non-profit organizations. A quarter of all graduates of Business Administration find jobs in consultancy. Graduates of MSc BA-CM are particularly well equipped for this.

### 5.2.2 Rules and choices

<b>Rules and choices MSc BA-Change Management</b>	
Master information days	Check the Student Portal for the next event.
Entry requirements for the master's programme	<ul style="list-style-type: none"> <li>• Bachelor's degree in                             <ul style="list-style-type: none"> <li>◦ Business Administration, or</li> <li>◦ Econometrics and Operations Research, or</li> <li>◦ Economics and Business Economics, or</li> <li>◦ International Business or</li> <li>◦ completed Pre-MSc BA CM programme, and</li> </ul> </li> <li>• sufficient command of English.</li> </ul> For entry requirements with other bachelor's degrees, see the MSc TER.
Starting dates for the master's programme	1 September and 1 February.
Entry requirements for master courses	See the course descriptions in Ocasys.
Entry requirements for the master's thesis	<ul style="list-style-type: none"> <li>• The master's programme has been approved and</li> <li>• <math>\geq 20</math> ECs from the master's programme have been obtained.</li> </ul>
Approval of the master's programme	Apply via Progress, no later than 6 weeks before starting the master's thesis.
Post-initial follow-on masters	<ul style="list-style-type: none"> <li>• Executive MBA (EMBA)</li> <li>• Executive Master of Mergers and Acquisition and Valuation (EMMAV)</li> </ul> For more information: see MSc TER.
Changes	Changes that affect the rules and choices will be published in the TER (Teaching and Examination Regulations) or in the errata/addenda.



### 5.3 MSc BA-Health

#### 5.3.1 Programme description

Programme director:	Prof. Florian Noseleit, f.noseleit@rug.nl, (050) 3638564
Programme coordinator:	Dr Marjolein van Offenbeek, m.a.g.van.offenbeek@rug.nl, (050) 3637198
Secretariat:	Iris Neef-Huizinga, i.b.a.neef@rug.nl, (050) 3634111
Language:	English

#### Content

The MSc Business Administration-Health (MSc BA-Health) focuses on health economics and health care management. Students will receive academic training to gain a comprehensive understanding of the health system and the ability to reflect critically on issues involved in organizing health care. The course offerings combine healthcare management and health economics, within which students can opt for a more managerial or a more economic focus.

The emphasis of the MSc BA-Health is on how health care delivery can be organized and improved within the institutional and economic conditions of a health system. Students learn to strategize on how to optimize performance in terms of improving clients' care experience and the population's health, while containing the per capita cost. Dependent on a student's chosen focus, this can be on the level of health care organizations and networks, or on the level of the health system of a nation or region. To understand the multi-layered, multi-actor health care context, students also learn to identify and analyse the perspectives and roles of important stakeholders like clients, clinicians, carers, government, health insurers, and health-related businesses. Finally, students will learn to evaluate healthcare operations and innovations from an economic perspective.

During the programme students train and develop their academic, social and communication skills and form an academic attitude. A combination of teaching methods is used, including lectures, seminars, tutorials, case studies and projects. Assessment consists of essays, exams, reports, case studies, industry-based assignments, presentations and a master's thesis. MSc BA Health students learn to apply a variety of qualitative and quantitative research methods.

The MSc BA-Health starts twice a year: in September and February.

#### Double degree programme

See section 8.4.

#### Career prospects

Having completed the MSc BA-Health, graduates will understand the complexities and dynamics involved in the health sector. They will have the academic skills needed to analyse and intervene in the organisation of both preventive and curative care and issue advice about its economic environment. They can come up with relevant policy and managerial recommendations to enhance the health system and organizing of health care. Future employment opportunities may include (inter)national healthcare organisations, consultancy or research agencies, insurance companies, or (semi-)governmental organisations.

### 5.3.2 Rules and choices

<b>Rules and choices MSc BA-Health</b>	
Master information days	Check the Student Portal for the next event.
Entry requirements for the master's programme	<ul style="list-style-type: none"> <li>• Bachelor's degree in                             <ul style="list-style-type: none"> <li>◦ Business Administration, or</li> <li>◦ Econometrics and Operations Research, or</li> <li>◦ Economics and Business Economics, or</li> <li>◦ International Business or</li> <li>◦ completed Pre-MSc BA Health programme, and</li> </ul> </li> <li>• sufficient command of English.</li> </ul> For entry requirements with other bachelor's degrees, see the MSc TER.
Starting dates for the master's programme	1 September and 1 February.
Entry requirements for master courses	See the course descriptions in Ocasys.
Entry requirements for the master's thesis	<ul style="list-style-type: none"> <li>• The master's programme has been approved and</li> <li>• <math>\geq 20</math> ECs from the master's programme have been obtained.</li> </ul>
Approval of the master's programme	Apply via Progress, no later than 6 weeks before starting the master's thesis.
Post-initial follow-on masters	<ul style="list-style-type: none"> <li>• Executive MBA (EMBA)</li> <li>• Executive Master of Mergers &amp; Acquisition and Valuation (EMMAV)</li> </ul> For more information: see MSc TER.
Changes	Changes that affect the rules and choices will be published in the TER (Teaching and Examination Regulations) or in the errata/addenda.

## 5-4 MSc BA-Management Accounting and Control

### 5-4.1 Programme description

Programme director:	Prof. Florian Noseleit, f.noseleit@rug.nl, (050) 3638564
Programme coordinator:	Dr Sebastian Firk, s.firk@rug.nl, (050) 3633535
Secretariat:	Jessica Bakker MA, i.j.bakker@rug.nl, (050) 3633535
Language:	English

#### Content

The Management Accounting and Control profile of the MSc Business Administration (MSc BA-MAC) concentrates on enabling managers to achieve organizational goals. During this programme, students will explore subjects like management accounting, financial management, management control and management of change. They will gain knowledge about management accounting and financial management techniques. These techniques are used to provide (non-)financial information for decision-making and to develop planning and control systems. Students will also develop the skills needed to communicate the information in an effective manner. The techniques will be placed in a context of broader issues, such as strategy, human behaviour and culture, and special attention will be paid to changes in accounting systems. Finally, students will have ample opportunities to broaden their scope in a way that fits their personal interests and career plans, by selecting electives from a large set of business administration courses (including courses in digital business, energy, sustainability, healthcare, HRM, marketing and innovation). A combination of teaching and assessment methods is used.

The MSc BA-MAC starts twice a year: in September and February.

#### Double degree programme

See section 8.4.

#### Career prospects

Graduates of the MSc BA-MAC profile are qualified for various types of jobs. They find work in national and international companies, non-profit organizations or government institutions. This includes positions as: (business) controller, management consultant, manager, management trainee, project manager and researcher. Employers value Management Accounting and Control students because of their analytical and communicative skills, and their ability to combine an understanding of management accounting and control issues with knowledge of the business.

### 5-4.2 Rules and choices

<b>Rules and choices MSc BA-Management Accounting and Control</b>	
Master information days	Check the Student Portal for the next event.
Entry requirements for the master's programme	<ul style="list-style-type: none"> <li>• Bachelor's degree in               <ul style="list-style-type: none"> <li>◦ Business Administration, or</li> <li>◦ Econometrics and Operations Research, or</li> <li>◦ Economics and Business Economics, or</li> <li>◦ International Business, or</li> <li>◦ completed Pre-MSc BA MAC programme, and</li> </ul> </li> <li>• sufficient command of English.</li> </ul> For entry requirements with other bachelor's degrees, see the MSc TER.
Starting dates for the master's programme	1 September and 1 February.

Entry requirements for master courses	See the course descriptions in Ocasys.
Entry requirements for the master's thesis	<ul style="list-style-type: none"> <li>• The master's programme has been approved, and</li> <li>• <math>\geq 20</math> ECs from the master's programme have been obtained.</li> </ul>
Approval of the master's programme	Apply via Progress, no later than 6 weeks before starting the master's thesis.
Post-initial follow-on masters	<ul style="list-style-type: none"> <li>• Executive MBA (EMBA)</li> <li>• Executive Master of Mergers &amp; Acquisition and Valuation (EMMAV)</li> </ul> <p>For more information: see MSc TER.</p>
Changes	Changes that affect the rules and choices will be published in the TER (Teaching and Examination Regulations) or in the errata/addenda.

## 5.5 MSc BA-Small Business and Entrepreneurship

### 5.5.1 Programme description

Programme director:	Prof. Florian Noseleit, f.noseleit@rug.nl, (050) 3638564
Programme coordinator:	Dr. Michael Wyrwich, m.wyrwich@rug.nl, (050) 3636909
Secretariat:	Tineke Beuker, t.j.beuker@rug.nl, (050) 3637147
Language:	English

#### Content

The MSc Business Administration-Small Business and Entrepreneurship (MSc BA-SB&E) focuses on small and medium sized enterprises (SMEs) and entrepreneurship. Students receive academic training to gain a comprehensive understanding of theories on SMEs and entrepreneurship at different but interrelated levels of analysis, namely the micro, meso and macro level.

At the micro level students learn about the strategic and managerial issues of SMEs and entrepreneurial firms, and how these affect firm performance. Moreover, students gain an insight into how the individual characteristics of small business owners and entrepreneurs (such as motivations, goals and traits) affect strategy, management and ultimately performance of their firms. At the meso level students focus on managing the competitive position of SMEs and entrepreneurial firms within an industry, for example, by analysing the business environment and conducting an extensive resource analysis. Finally, at the macro level, students learn about the role of SMEs and entrepreneurship in different societies and implications for policy making.

Having completed this programme graduates will have acquired relevant theoretical knowledge on SMEs and entrepreneurship at different levels, but the programme also provides students with opportunities to apply their knowledge to practice, for example, by doing assignments at companies and attending guest lectures. Students have to be aware that the main focus of the programme is on acquiring academic knowledge.

The MSc BA-SB&E starts twice a year: in September and February.

#### Double degree programme

See section 8.4.

#### Career prospects

The MSc BA-SB&E profile is a good preparation for various career paths. First, the programme is highly relevant for students who want to become active in the SME sector, either as an independent entrepreneur, small business owner or manager. This may include taking over a (family) business. Second, the programme prepares for jobs within larger organizations that have SMEs or entrepreneurs as important stakeholders, such as consultancy firms, investors, banks, insurance firms, governmental organizations, or franchise organizations. A third possible career path is becoming an entrepreneurial employee within a larger organization that wants to renew, innovate and/or start corporate ventures (corporate entrepreneurship).

### 5.5.2 Rules and choices

<b>Rules and choices MSc BA-Small Business and Entrepreneurship</b>	
Master information days	Check the Student Portal for the next event.
Entry requirements for the master's programme	<ul style="list-style-type: none"> <li>• Bachelor's degree in                             <ul style="list-style-type: none"> <li>◦ Business Administration, or</li> <li>◦ Econometrics and Operations Research, or</li> <li>◦ Economics and Business Economics, or</li> <li>◦ International Business, or</li> <li>◦ completed Pre-MSc BA SB&amp;E programme, and</li> </ul> </li> <li>• sufficient command of English.</li> </ul> For entry requirements with other bachelor's degrees, see the MSc TER.
Starting dates for the master's programme	1 September and 1 February.
Entry requirements for master courses	See the course descriptions in Ocasys.
Entry requirements for the master's thesis	<ul style="list-style-type: none"> <li>• The master's programme has been approved, and</li> <li>• <math>\geq 20</math> ECs from the master's programme have been obtained.</li> </ul>
Approval of the master's programme	Apply via Progress, no later than 6 weeks before starting the master's thesis.
Post-initial follow-on masters	<ul style="list-style-type: none"> <li>• Executive MBA (EMBA)</li> <li>• Executive Master of Mergers &amp; Acquisition and Valuation (EMMAV)</li> </ul> For more information: see MSc TER.
Changes	Changes that affect the rules and choices will be published in the TER (Teaching and Examination Regulations) or in the errata/addenda.

## 5.6 MSc BA-Strategic Innovation Management

### 5.6.1 Programme description

Programme director:	Prof. Florian Noseleit, f.noseleit@rug.nl, (050) 3638564
Programme coordinator:	Dr Killian McCarthy, k.j.mccarthy@rug.nl, (050) 3636810
Secretariat:	Tineke Beuker, t.j.beuker@rug.nl, (050) 3634303
Language:	English

#### Content

The MSc Business Administration-Strategic Innovation Management (MSc BA-SIM) focuses on the strategic management of innovation. Students will receive academic training to gain a comprehensive understanding of the strategic aspects of managing innovations - from the early development phase (idea generation, resource garnering, formation of strategic alliances) until the commercialization phase (launch, obtaining legitimacy, protecting and capturing value from innovations). In particular, they learn about the variety and importance of innovation, the complexity of organizing and managing innovations, the strategies to obtain early success and appropriate value from innovations.

The emphasis of MSc BA-SIM is on how organizations can successfully manage innovations within the organization, organization and collaboration of (cross-functional) teams (intra-level) and between organizations, organization and collaboration between organizations and networks (inter-level). To understand the context in which organizations have to strategically operate, students also learn about the influence of market characteristics and the role of competitors, consumers and institutional actors (regulators/policy makers and gatekeepers) in shaping innovation success. Finally, they will learn how internal capabilities and resources can be coupled with strategies to influence innovation success.

During the programme students train and develop their academic, social and communication skills and form an academic attitude. A combination of teaching methods is used, including lectures, seminars, tutorials, case studies and projects. Assessment consists of essays, exams, reports, case studies, industry-based assignments, presentations and a master's thesis. SIM students learn to apply a variety of qualitative and quantitative research methods.

The MSc BA-SIM starts twice a year: in September and February.

#### Double degree programme

See section 8.4.

#### Career prospects

Having completed the MSc BA-SIM, graduates will understand the complex and unpredictable nature of managing innovations and they are able to apply acquired knowledge and research techniques to come up with relevant recommendations for strategic management to enhance an organization's innovation success. Future job opportunities are in the field of strategic management, innovation management, business development, consultancy and research, in both private and public sectors.

### 5.6.2 Rules and choices

<b>Rules and choices MSc BA-Strategic Innovation Management</b>	
Master information days	Check the Student Portal for the next event.
Entry requirements for the master's programme	<ul style="list-style-type: none"> <li>• Bachelor's degree in                             <ul style="list-style-type: none"> <li>◦ Business Administration, or</li> <li>◦ Econometrics and Operations Research, or</li> <li>◦ Economics and Business Economics, or</li> <li>◦ International Business, or</li> <li>◦ completed Pre-MSc BA SIM programme, and</li> </ul> </li> <li>• sufficient command of English.</li> </ul> For entry requirements with other bachelor's degrees, see the MSc TER.
Starting dates for the master's programme	1 September and 1 February.
Entry requirements for master courses	See the course descriptions in Ocasys.
Entry requirements for the master's thesis	<ul style="list-style-type: none"> <li>• The master's programme has been approved,</li> <li>• and</li> <li>• <math>\geq 20</math> ECs from the master's programme have been obtained.</li> </ul>
Approval of the master's programme	Apply via Progress, no later than 6 weeks before starting the master's thesis.
Post-initial follow-on masters	<ul style="list-style-type: none"> <li>• Executive MBA (EMBA)</li> <li>• Executive Master of Mergers &amp; Acquisition and Valuation (EMMAV)</li> </ul> For more information: see MSc TER.
Changes	Changes that affect the rules and choices will be published in the TER (Teaching and Examination Regulations) or in the errata /addenda.



## 5.7 MSc Econometrics, Operations Research and Actuarial Studies

### 5.7.1 Programme description

Programme director:	Prof. Ruud H. Koning, r.h.koning@rug.nl, (050) 3637192
Programme coordinator:	Dr Nicky van Foreest n.d.van.foreest@rug.nl, (050) 3635178
Secretariat:	Martine Geerlings-Koolman, m.a.koolman@rug.nl, (050) 3637018
Language:	English

#### Content

The MSc EORAS programme uses mathematical and statistical models to analyse problems in business, economics, finance, insurance, and related areas. Students work on problems that require the use of mathematical modelling and data science in a decision-making process. Students learn how to construct appropriate models, to apply these models with real-life data and (statistical) software, and to design and implement computer algorithms to evaluate the decisions. Importantly, they also learn how to give proper (economic) interpretations to the outcomes of the analysis.

The MSc EORAS in Groningen has three specialized profiles:

- Actuarial Studies, which focuses on mathematical models for risk management in the financial sector such as banks, hedge funds, fintech, institutional investors, insurance companies and pension funds.
- Econometrics, which aims at quantifying (causal) relations among economic variables using statistical models. The models are used for forecasting purposes and to support policy decisions, and are applied in various fields such as finance, fintech, government, and marketing.
- Operations Research, which uses mathematical and probabilistic models to solve optimization and decision-making problems, for example in business, consultancy, logistics, and operation management.

In all three profiles, tools for data analysis play an important role.

#### Double degree programme

See section 8.4.

#### Career prospects

Generally, graduates are very successful in finding a job. Most graduates find employment in the public sector or private companies, while some pursue an academic career and start with a PhD. The programme provides an excellent foundation for a career as data scientist.

- Graduates in Actuarial Studies may pursue a career in the financial sector, with insurance companies, a central bank, consultancies, or pension funds.
- Graduates in Econometrics can work at public institutions such as CBS, CPB, and other government agencies, or at data-driven firms in the private sector, or consultancies.
- Graduates in Operations Research can work at almost all large companies, (OR) consultancy firms, hospitals, TNO, state departments, such as the Ministry of Infrastructure and Water Management.

### 5.7.2 Rules and choices

<b>Rules and choices MSc Econometrics, Operations Research and Actuarial Studies</b>	
Master information days	Check the Student Portal for the next event.
Entry requirements for the master's programme	<ul style="list-style-type: none"> <li>• Bachelor's degree in               <ul style="list-style-type: none"> <li>◦ Econometrics and Operations Research (UG), or</li> <li>◦ completed Pre-MSc EORAS programme, and</li> </ul> </li> <li>• sufficient command of English.</li> </ul> For entry requirements with other bachelor's degrees, see the MSc TER.

Starting dates for the master's programme	1 September (preferred) and 1 February.
Entry requirements for master courses	See the course descriptions in Ocasys.
Entry requirements for the master's thesis	<ul style="list-style-type: none"> <li>• The master's programme has been approved, and</li> <li>• <math>\geq 20</math> ECs from the master's programme have been obtained.</li> </ul>
Approval of the master's programme	Apply via Progress, no later than 6 weeks before starting the master's thesis.
Post-initial follow-on masters	<ul style="list-style-type: none"> <li>• Executive MBA (EMBA)</li> <li>• Executive Master of Mergers &amp; Acquisition and Valuation (EMMAV)</li> </ul> For more information: see the MSc TER.
Changes	Changes that affect the rules and choices will be published in the TER (Teaching and Examination Regulations) or in the errata/addenda.

## 5.8 MSc Economic Development and Globalization

### 5.8.1 Programme description

Programme director:	Prof. Robert Inklaar, r.c.inklaar@rug.nl, (050) 3634838
Programme coordinator:	Dr Rasmus Wiese, r.h.t.wiese@rug.nl, (050) 3633689
Secretariat:	Global Economics and Management, gem.feb@rug.nl, (050) 3633458
Language:	English

#### Content

The MSc programme in Economic Development and Globalization (MSc ED&G) provides graduates with knowledge of the drivers of economic growth and economic development at the forefront of their field. They will have a similarly deep understanding about globalization, in the form of international trade but also other forms of cross-border economic activity, such as international investments. The emphasis in the programme is on using analytical tools from the field of economics to diagnose and analyse modern-day challenges.

The programme also provides training in the skills and competencies to apply the acquired knowledge in specific settings, with an emphasis on clear communication and argumentation. This is to prepare students for a professional career in firms with an international orientation (financial institutions, multinationals, consultancy firms), in international organizations, or in government agencies with an international focus.

The MSc ED&G starts twice a year: in September and February.

Students of the MSc ED&G are allowed to choose focus area Energy or focus area Digital Business or they can choose to focus on one of two focus areas especially for the MSc ED&G: 'Globalization, Growth and Development' and 'International Capital and Globalization' that offer a coherent set of courses related to each theme by choosing certain specific electives (see TER and Ocasys) and writing their master's thesis on a topic from that theme. Students receive a notification on their degree supplement, indicating that in their master studies they have specialized in one of the focus areas.

All students take part in a research seminar which prepares them for writing the master's thesis.

- The **focus area Globalization, Growth and Development** aims to provide the student with a thorough understanding of recent aspects of globalization. The global production system is increasingly becoming more fragmented. This raises some important questions. Where is manufacturing located? In developed or developing countries? How does it affect international trade? Do fragments have a natural home base, for example, R&D in developed countries and assembly in developing countries? Some firms participate in this process, others do not. What determines the internationalization choices of firms? More inter-country specialization has consequences for local labour markets. Are labour markets becoming increasingly specialized? Are they becoming more globally integrated, just as commodity markets? In the focus area 'Globalization, Growth and Development' students will learn to use tools and methods to answer these and related questions and to independently carry out analyses of globalization.
- The last decade has seen a large growth in domestic financial markets and in international capital flows. There has been high economic growth with increasing financial fragility since the 1990s worldwide. This was followed by credit crises and recessions in much of the Western world since 2007 and the threat of crisis elsewhere (e.g. China). In the **focus area International Capital and Globalization** students analyse these developments based on theories of banking, financial markets, international capital flows and exchange rates. Typical questions that will be discussed and analysed include the following: how have financial markets and their regulation changed in recent decades? How have exchange rate and capital flows policies changed, including optimal currency areas such as the Eurozone? When is financial development good for economic growth and stability and when does it lead to financial crisis and recession? When does international capital mobility benefit an economy and when does it harm an economy? What caused the Euro

crisis and how do we evaluate alternative solutions? How do economic models deal with each of these questions? The theme International Capital and Globalization is at the interface of theory and application. Students will obtain an overview over current ways of thinking about the impact of finance on the economy and the international dimensions of that relation. Upon completion of this focus area, a student will be able to carry out a hands-on analysis of the above questions.

### Double degree programmes

See sections 8.3, 8.4, 8.5 and 8.6.

### Career prospects

Graduates of the MSc ED&G will be able to take up positions in internationally oriented firms (banks, multinationals), international organizations (World Bank, IMF, EU) and internationally oriented departments of government agencies. Occasionally, graduates are selected to participate in high level contract research activities of international organizations, such as the Conference Board (New York) and the International Labour Organization (ILO, Geneva).

### 5.8.2 Rules and choices

<b>Rules and choices MSc Economic Development and Globalization</b>	
Master information days	Check the Student Portal for the next event.
Entry requirements for the master's programme	<ul style="list-style-type: none"> <li>• Bachelor's degree in                             <ul style="list-style-type: none"> <li>◦ Business Administration (with the minor ED&amp;G), or</li> <li>◦ Econometrics and Operations Research, or</li> <li>◦ Economics and Business Economics, or</li> <li>◦ International Business, or</li> <li>◦ completed Pre-MSc ED&amp;G programme, and</li> </ul> </li> <li>• sufficient command of English.</li> </ul> For entry requirements with other bachelor's degrees, see the MSc TER.
Starting dates for the master's programme	1 September and 1 February. The DDs only start in September.
Entry requirements for master courses	See the course descriptions in Ocasys.
MSc ED&G courses	The courses offered in semester 1 are different from the courses offered in semester 2. Some compulsory courses are offered in both semesters, other courses are offered once a year. Students who take part in a DD must obey specific rules with respect to the course selection.
Entry requirements for the master's thesis	<ul style="list-style-type: none"> <li>• The master's programme has been approved, and</li> <li>• <math>\geq 20</math> ECs from the master's programme have been obtained.</li> </ul>
Approval of the master's programme	Apply via Progress, no later than 6 weeks before starting the Master's thesis.
Post-initial follow-on masters	<ul style="list-style-type: none"> <li>• Executive MBA (EMBA)</li> <li>• Executive Master of Mergers &amp; Acquisition and Valuation (EMMAV)</li> </ul> For more information: see MSc TER.
Changes	Changes that affect the rules and choices will be published in the TER (Teaching and Examination Regulations) or in the errata/addenda.

## 5.9 MSc Economics

### 5.9.1 Programme description

Programme director:	Prof. Marco Haan, m.a.haan@rug.nl, (050) 3637327
Programme coordinator:	Dr Christiaan van der Kwaak, c.g.f.van.der.kwaak@rug.nl, (050) 3633760
Secretariat:	Helena Lei, h.lei@rug.nl, (050) 3637018
Language:	English

#### Content

Graduates of the MSc Economics are able to apply advanced economic theory to analyse economic issues related to society at large. The programme trains students for positions in which they contribute as economists to decision-making in (inter)national government bodies, public organizations and private corporations such as financial institutions, multinationals and consultancy firms.

The objective of the programme is to teach students economic theory at a high analytical level. The main focus is on contemporary economic theories in core fields of the economics discipline. An additional goal is to familiarize students with the application of theory and research methods to economic practice and economic policy. Such a combination of rigorous academic thinking with practical application is essential for any professional active in the fields of economics policy or research. Finally, students of the programme must be able to conduct economic research.

Students of the MSc Economics can focus on one of five themes (Monetary Policy, Competition and Regulation, Health Economics, Energy, and Digital Business), by choosing certain specific elective courses (see Ocasys) and writing their master's thesis on a topic from that theme.

The MSc Economics starts twice a year: in September and February.

#### Double degree programmes

See sections 8.4 and 8.10.

#### Career prospects

Economists are employed in many different types of companies, institutions and organizations. Some examples of employers for graduates are:

- financial institutions such as banks, pension funds and insurance companies are important employers of economists.
- government agencies such as ministries, in particular for the Ministry for Economic Affairs and Climate Policy (including the CPB Netherlands Bureau for Economic Policy Analysis), Ministry of Finance and the Ministry of Social Affairs and Employment
- international companies
- universities in the Netherlands and abroad
- international organizations such as the OECD, the IMF, the World Bank, the EU and the European Central Bank
- local authorities such as provinces and municipalities
- institutions for applied research, such as the CBS (Statistics Netherlands), the Algemene Rekenkamer (the Netherlands Audit Office), TNO and the Social and Cultural Planning Office

### 5.9.2 Rules and choices

<b>Rules and choices MSc Economics</b>	
Master information days	Check the Student Portal for the next event.
Entry requirements for the master's programme	<ul style="list-style-type: none"> <li>• Bachelor's degree in                             <ul style="list-style-type: none"> <li>◦ Economics and Business Economics, or</li> <li>◦ Econometrics and Operations Research and</li> </ul> </li> <li>• sufficient command of English.</li> </ul> For entry requirements with other bachelor's degrees, see the MSc TER.
Starting dates for the master's programme	1 September and 1 February.
Entry requirements for master courses	See the course descriptions in Ocasys.
Entry requirements for the master's thesis	<ul style="list-style-type: none"> <li>• The master's programme has been approved, and</li> <li>• <math>\geq 20</math> ECs from the master's programme have been obtained.</li> </ul>
Approval of the master's programme	Apply via Progress, no later than 6 weeks before starting the master's thesis.
Post-initial follow-on masters	<ul style="list-style-type: none"> <li>• Executive MBA (EMBA)</li> <li>• Executive Master of Mergers &amp; Acquisition and Valuation (EMMAV)</li> </ul> For more information: see MSc TER.
Changes	Changes that affect the rules and choices will be published in the TER (Teaching and Examination Regulations) or in the errata/addenda.

## 5.10 MSc Finance

### 5.10.1 Programme description

Programme director:	Dr Auke Plantinga, a.plantinga@rug.nl, (050) 3633685
Programme coordinator:	Dr Steffen Eriksen s.eriksen@rug.nl, (050) 3632917
Secretary:	Grietje Pol, g.pol@rug.nl, (050) 3633685
Language:	English

#### Content

By choosing the MSc Finance, students acquire knowledge, understanding and skills required to analyse and evaluate real and complex financial problems of companies and institutions and to design solutions for these problems. They will gain advanced academic knowledge of finance theory, research methods in finance and a selected number of fields, such as derivative instruments, corporate finance, corporate valuation, responsible finance and investing, banking and insurance, portfolio theory, institutional investment management, corporate governance, behavioural finance and finance and development. In the programme students may concentrate on a number of finance topics that are of interest to them. To give some examples: they may study the financing and investment problems of companies and the contribution of corporate governance to company value; they may learn about how to evaluate strategic decisions such as mergers and acquisitions; they may concentrate on the management of investment portfolios and financial risks and/or on the management of banks and insurance companies and they may study the relationship between finance and development.

All students have to pass the Research Methods in Finance course. This is a master course in quantitative research in finance and it focuses on the knowledge and techniques that are necessary to conduct a research project in finance. As such, it provides a good background for the final research project, i.e. writing a master's thesis of 20 ECs. In addition, students also have to pass the courses Corporate Finance for MSc Finance and Portfolio Theory. Finally, the MSc Finance includes a selection of elective courses.

During the programme, students will develop both academic and professional skills. With respect to academic skills, the programme focuses on collecting and analysing data, planning and designing a research project and academic writing. Examples of professional skills are computer model building for business decisions, presenting in public, identifying and analysing problems and working in teams.

Students of the MSc Finance can focus on one of four themes (Finance and Development, Sustainable Society, Energy, and Digital Business), by choosing certain specific elective courses (see Ocasys) and writing their master's thesis on a topic from that theme.

The MSc Finance starts twice a year: in September and February.

#### Double degree programmes

See sections 8.1, 8.4 and 8.7.

#### Career prospects

Graduates of the MSc Finance are qualified for positions in which they contribute as a specialist in finance to decision-making in private (multinational) companies and financial institutions, consultancy firms, (international) institutional organizations such as the IMF, World Bank, ECB, etc. and governmental institutions. The curriculum of the programme offers several options to develop a specific labour market orientation. By selecting specific sets of courses, graduates may focus on a career in corporate finance, investing, banking, or finance and development.

### 5.10.2 Rules and choices

<b>Rules and choices MSc Finance</b>	
Master information days	Check the Student Portal for the next event.
Entry requirements for the master's programme	<ul style="list-style-type: none"> <li>• Bachelor's degree in                             <ul style="list-style-type: none"> <li>◦ Business Administration (with completed minor Finance), or</li> <li>◦ Economics and Business Economics (with completed Intermediate Asset Pricing (EBB084A05) and Intermediate Corporate Finance (EBB079B05), or</li> <li>◦ Industrial Engineering and Management (with completed minor Finance), or</li> <li>◦ Econometrics and Operations Research (with completed Intermediate Asset Pricing (EBB084A05) and Intermediate Corporate Finance (EBB079B05), or</li> <li>◦ International Business (with completed minor Finance), or</li> <li>◦ completed Pre-MSc Finance programme, and</li> </ul> </li> <li>• sufficient command of English.</li> </ul> For entry requirements with other bachelor's degrees, see the MSc TER.
Starting dates for the master's programme	1 September and 1 February.
Entry requirements for master courses	See the course descriptions in Ocasys.
Entry requirements for the master's thesis	<ul style="list-style-type: none"> <li>• The master's programme has been approved, and</li> <li>• <math>\geq 20</math> ECs from the master's programme have been obtained.</li> </ul>
Approval of the master's programme	Apply via Progress, no later than 6 weeks before starting the master's thesis.
Post-initial follow-on masters	<ul style="list-style-type: none"> <li>• Executive MBA (EMBA)</li> <li>• Executive Master of Mergers &amp; Acquisition and Valuation (EMMAV)</li> </ul> For more information: see MSc TER.
Changes	Changes that affect the Rules and choices will be published in the TER (Teaching and Examination Regulations) or in the errata/addenda.



## 5.11 MSc Human Resource Management

### 5.11.1 Programme description

Programme director:	Dr Thom de Vries, thom.de.vries@rug.nl, (050) 3639377
Programme coordinator:	Jacoba Oedzes, MSc, j.oedzes@rug.nl, (050) 3632490
Secretary:	Zedef Karakayali, z.karakayali@rug.nl, (050) 3634288
Language:	English

#### Content

Graduates of the MSc Human Resource Management (MSc HRM) will be able to define, analyse and evaluate problems and issues related to the management of work and employment of people in organizations. They acquire thorough academic knowledge and scientific skills to consider and explore how HRM policies and practices can be developed and applied to ensure the availability, employability, commitment and vitality of employees needed to accomplish organizational goals.

The focus of the programme is on understanding and applying theories and principles that research has shown to advance the management of human resources in organizations. Students practice adopting this research-based approach when they conduct their own research projects during the programme.

Students of the MSc HRM can focus on one of two themes (Energy, and Digital Business), by choosing certain specific elective courses (see Ocasys) and writing their master's thesis on a topic from that theme.

The MSc HRM starts twice a year: in September and February.

#### Career prospects

Graduates are highly employable and find a broad variety of jobs in HRM-related domains in all kinds of companies and organizations. Some examples of positions are: junior human resource manager, recruitment and selection officer, training and development officer, personnel consultant, organizational advisor, or policy officer for personnel affairs. If graduates want to continue their career in the academic field, they can opt for taking an additional Research master's programme and, subsequently, a PhD position at FEB or another university.

### 5.11.2 Rules and choices

<b>Rules and choices MSc Human Resource Management</b>	
Master information days	Check the Student Portal for the next event.
Entry requirements for the master's programme	<ul style="list-style-type: none"> <li>• Bachelor's degree in               <ul style="list-style-type: none"> <li>◦ Business Administration, or</li> <li>◦ Economics and Business Economics, or</li> <li>◦ International Business, or</li> <li>◦ completed Pre-MSc HRM programme, and</li> </ul> </li> <li>• sufficient command of English.</li> </ul> For entry requirements with other bachelor's degrees, see the MSc TER.
Starting dates for the master's programme	1 September and 1 February.
Entry requirements for master courses	See the course descriptions in Ocasys.

Entry requirements for the master's thesis	<ul style="list-style-type: none"> <li>• The master's programme has been approved, and</li> <li>• <math>\geq 20</math> ECs from the master's programme have been obtained.</li> </ul>
Approval of the master's programme	Apply via Progress, no later than 6 weeks before starting the master's thesis.
Post-initial follow-on masters	<ul style="list-style-type: none"> <li>• Executive MBA (EMBA)</li> <li>• Executive Master of Mergers &amp; Acquisition and Valuation (EMMAV)</li> </ul> <p>For more information: see MSc TER.</p>
Changes	Changes that affect the rules and choices will be published in the TER (Teaching and Examination Regulations) or in the errata/addenda.

## 5.12 MSc International Business and Management

### 5.12.1 Programme description

Programme director:	Dr Rieneke Slager c.h.slager@rug.nl, (050) 3633841
Programme coordinator:	Dr Andrea Kuiken, a.kuiken@rug.nl, (050) 3633458
Information:	Ineke van Est, r.van.est@rug.nl, (050) 3636692
Secretariat:	Global Economics and Management, gem.feb@rug.nl, (050) 3633458
Language:	English

#### Content

The MSc International Business and Management (MSc IB&M) focuses on the business and management aspects related to a multinational enterprise. Graduates have advanced academic knowledge and understanding of management and leadership issues within multinational companies, international business strategy and comparative institutional approaches. They have specific research skills that are crucial to management's ability to analyse new environments and pertinent developments and the necessary social communication skills to operate in an international context.

Students of the MSc IB&M can focus on one of two themes (Sustainable Society, and Energy), by choosing certain specific elective courses (see Ocasys) and writing their master's thesis on a topic from that theme.

The MSc IB&M starts twice a year: in September and February.

#### Double degree programmes

See section 8.4 and 8.8.

#### Career prospects

Graduates are highly employable and qualified to perform a broad variety of jobs in (multinational) companies and (international) governmental organizations. Upon completion of the programme, graduates will have advanced academic knowledge and understanding of management and leadership issues within multinational companies, international business strategy and comparative institutional approaches. They have specific research skills that are crucial to management's ability to analyse new environments and pertinent developments and the necessary social communication skills to operate in an international context. Alternatively, they might opt for an academic career as PhD researcher.

### 5.12.2 Rules and choices

<b>Rules and choices MSc International Business and Management</b>	
Master information days	Check the Student Portal for the next event.
Entry requirements for the master's programme	<ul style="list-style-type: none"> <li>• Bachelor's degree in               <ul style="list-style-type: none"> <li>◦ Business Administration, or</li> <li>◦ Econometrics and Operations Research, or</li> <li>◦ Economics and Business Economics, or</li> <li>◦ International Business, or</li> <li>◦ completed Pre-MSc IB&amp;M programme, and</li> </ul> </li> <li>• sufficient command of English.</li> </ul> For entry requirements with other bachelor's degrees, see the MSc TER.
Starting dates for the master's programme	1 September and 1 February. The DDs only start in September.
Entry requirements for master courses	See the course descriptions in Ocasys.

MSc IB&M courses	The courses offered in semester 1 are different from the courses offered in semester 2. Compulsory courses are offered in both semesters, electives are offered once a year. Besides compulsory courses students choose electives A and electives B. Students who take part in a DD must comply with the specific rules with respect to the course selection.
Entry requirements for the master's thesis	<ul style="list-style-type: none"> <li>• Research Seminar for MSc IB&amp;M has been completed, and</li> <li>• the master's programme has been approved, and</li> <li>• <math>\geq 20</math> ECs from the master's programme have been obtained.</li> </ul>
Master's thesis starting dates	Students can start with their master's thesis twice a year, in September and in February. Students must register on Progress in the previous semester already, when they also register for the Research Seminar.
Approval of the master's programme	Apply via Progress, no later than 6 weeks before starting the master's thesis.
Post-initial follow-on masters	<ul style="list-style-type: none"> <li>• Executive MBA (EMBA)</li> <li>• Executive Master of Mergers &amp; Acquisition and Valuation (EMMAV)</li> </ul> For more information: see MSc TER.
Changes	Changes that affect the rules and choices will be published in the TER (Teaching and Examination Regulations) or in the errata/addenda.

## 5.13 MSc International Financial Management

### 5.13.1 Programme description

Programme director:	Dr Auke Plantinga, a.plantinga@rug.nl, (050) 3633685
Programme coordinator:	Dr Halit Gonenc, h.gonenc@rug.nl, (050) 3634237
Secretariat:	Ellie Jelsema, e.t.jelsema@rug.nl
Language:	English

#### Content

The MSc International Financial Management (MSc IFM) programme differs from most other master's programmes in international finance because it focuses on managerial aspects of international finance and accounting. It also differs from other master's programmes in Finance or Financial Management because of its explicit international focus.

The curriculum is designed to provide students with the skills they will need to function as a financial manager in an internationally operating firm or organization. It will give them a thorough understanding of the different aspects of financial management in an international business environment and aims at teaching students to think strategically and to explore how new ideas can be initiated and managed.

The MSc IFM will equip students with advanced academic knowledge, understanding and skills required to define, analyse and evaluate real and complex international financial management problems on both a societal level as well as on the level of companies and institutions. They will be able to apply research methods, which will be practised in the empirical method course, to address financial problems multinational companies are faced with. Moreover, they will have advanced knowledge in several of specific sub-fields in international financial management, such as international risk management, international risk analysis and research, international management accounting and control and in different aspects of international business and the international economic environment in which multinational companies operate. Finally, students will have the opportunity to broaden the scope of their studies by selecting two electives from other FEB MSc programmes.

During the programme, students will develop both academic and professional skills. Concerning academic skills, the programme focuses on collecting and analysing data, planning and designing a research project and academic writing with a final research project, i.e. writing a master's thesis of 20 ECs. Examples of professional skills are computer model building for business decisions, identifying and analysing problems.

Students of the MSc IFM can focus on one of four themes (Finance and Development, Sustainable Society, Energy, and Digital Business), by choosing certain specific elective courses (see Ocasys) and writing their master's thesis on a topic from that theme.

The MSc IFM starts twice a year: in September and February.

#### Double degree programme

See sections 8.4.

#### Career prospects

MSc IFM graduates are qualified for managerial careers in financial organizations as well as in multinational companies as corporate financial managers. Graduates from this programme may pursue a career at the senior management level in various internationally oriented organizations, such as multinational companies and financial institutions, consultancy firms and multinational public organizations. Graduates may also take up research-oriented positions or conduct further research for a PhD position (with a view to an academic career).

### 5.13.2 Rules and choices

<b>Rules and choices MSc International Financial Management (IFM)</b>	
Master information days	Check the Student Portal for the next event.
Entry requirements for the master's programme	<ul style="list-style-type: none"> <li>• Bachelor's degree in                             <ul style="list-style-type: none"> <li>◦ Business Administration, or</li> <li>◦ Econometrics and Operations Research</li> <li>◦ Economics and Business Economics, or</li> <li>◦ International Business, or</li> <li>◦ completed Pre-MSc IFM programme, and</li> </ul> </li> <li>• sufficient command of English.</li> </ul> For entry requirements with other bachelor's degrees, see the MSc TER.
Starting dates for the master's programme	1 September and 1 February.
Entry requirements for master courses	See the course descriptions in Ocasys.
Entry requirements for the master's thesis	<ul style="list-style-type: none"> <li>• The master's programme has been approved and</li> <li>• <math>\geq 20</math> ECs from the master's programme have been obtained.</li> </ul>
Approval of the master's programme	Apply via Progress, no later than 6 weeks before starting the master's thesis.
Post-initial follow-on masters	<ul style="list-style-type: none"> <li>• Executive MBA (EMBA)</li> <li>• Executive Master of Mergers &amp; Acquisition and Valuation (EMMAV)</li> </ul> For more information: see MSc TER.
Changes	Changes that affect the rules and choices will be published in the TER (Teaching and Examination Regulations) or in the errata/addenda.

## 5.14 MSc Marketing

### 5.14.1 Programme description

Programme director:	Dr Hans Risselada, h.risselada@rug.nl, (050) 3636288
Programme coordinator:	TBA
Secretariat	Bertina Wever, marketing.education@rug.nl, (050) 3637065
Language:	English

#### Content

Marketing is about building sustainable relations between an organization and its customers. As such, marketing is relevant for many different types of organizations, including those operating in the field of services or goods, profit or non-profit organizations and business-to-consumer or business-to-business organizations. Understanding customers, building a strong brand and reputation and performing activities to improve customer satisfaction and sales are important parts of marketing. To optimally execute the marketing function and to develop successful marketing strategies, it is critical to understand the customer and the underlying psychological processes in decision-making and to be able to discover insights from marketing research.

The philosophy of the Groningen department of Marketing is that a good and in-depth understanding of the customer is essential for creating a sustainable competitive advantage. Therefore, in the master's programme, the most recent developments in the area of marketing are taught in research-driven courses. Specifically, lectures, hands-on tutorials and assignments combine established marketing and consumer psychology theories with the latest academic insights and best business practices. Furthermore, practitioners are invited to give guest lectures that relate theory to real business-life.

The aim of the MSc Marketing is to gain up-to-date knowledge on marketing that helps students to evolve into marketing leaders, who can critically apply this knowledge to complex marketing problems, either in the field of marketing management or marketing analytics and data science.

Within the Marketing Management (MM) profile, students will be educated and trained more thoroughly on specific marketing functions such as branding and product management, customer management, marketing communications, retail, business-to-business marketing, and marketing and consumer well-being.

Within the Marketing Analytics and Data Science (MADS) profile, students will be educated and trained more thoroughly on methods that allow them to analyse and model (secondary, big) data to track the marketing performance of the firm and generate new customer insights. The information and insights generated are used as a basis for making research-based strategic and tactical marketing decisions.

Students of the MSc Marketing can focus on one of two themes (Energy, and Digital Business), by choosing certain specific elective courses (see Ocasys) and writing their master's thesis on a topic from that theme.

The MSc Marketing starts twice a year: September and February.

#### Double degree programmes

See sections 8.2, 8.4 and 8.12.

Note that students cannot apply for the two-year DD MSc as such. Students have to apply for a second year, after they successfully completed the first semester of the MSc Marketing in the respective profile. So, after having been admitted to the MSc Marketing and having completed the first semester, students still have to go through a selection procedure to be admitted to the second year in Oslo (Marketing Analytics and Data Science Profile), Münster (Marketing Analytics and Data Science Profile) or Shanghai (both profiles).

## Career prospects

Career prospects for MM students are marketing manager, brand or product (category) manager, segment or account manager, customer relations manager, marketing strategy consultant and online marketing expert.

Career prospects for MADS students are market researcher in research and consultancy companies, data scientist or market researcher within an organization, market intelligence expert, customer intelligence expert and researcher at a university (Research Master and PhD programme).

### 5.14.2 Rules and choices

<b>Rules and choices MSc Marketing</b>	
Master information days	Check the Student Portal for the next event.
Entry requirements for the master's programme	<ul style="list-style-type: none"> <li>• Bachelor's degree in                             <ul style="list-style-type: none"> <li>◦ Business Administration, or</li> <li>◦ Econometrics and Operations Research, or</li> <li>◦ Economics and Business Economics, or</li> <li>◦ International Business or</li> <li>◦ completed Pre-MSc Marketing programme, and</li> </ul> </li> <li>• sufficient command of English.</li> </ul> For entry requirements with other bachelor's degrees, see the MSc TER.
Starting dates for the master's programme	1 September and 1 February.
Entry requirements for master courses	See the course descriptions in Ocasys.
Entry requirements for the master's thesis	<ul style="list-style-type: none"> <li>• The master's programme has been approved,</li> <li>• and</li> <li>• <math>\geq 20</math> ECs from the master's programme have been obtained.</li> </ul>
Approval of the master's programme	Apply via Progress, no later than 6 weeks before starting the master's thesis.
Post-initial follow-on masters	<ul style="list-style-type: none"> <li>• Executive MBA (EMBA)</li> <li>• Executive Master of Mergers &amp; Acquisition and Valuation (EMMAV)</li> </ul> For more information: see MSc TER.
Changes	Changes that affect the rules and choices will be published in the TER (Teaching and Examination Regulations) or in the errata/addenda.



## 5.15 MSc Supply Chain Management

### 5.15.1 Programme description

Programme director:	Dr Martin Land, m.j.land@rug.nl, (050) 3637188
Programme coordinator:	Dr ir Paul Buijs, p.buijs@rug.nl, (050) 3638556
Secretariat:	Operations secr.operations.feb@rug.nl, (050) 3637020
Language:	English

#### Content

Our research-driven MSc in Supply Chain Management (MSc SCM) will provide students with the knowledge and skills necessary to become an expert in a discipline that is essential to business success when operating in today's local, national and global markets.

A supply chain can be seen as a network of organisations working together to carry out customer orders in an efficient, sustainable and resilient way. The programme tackles the full range of the supply chains within all types of organisations (production, distribution and services). Students will gain the necessary managerial and analytical skills to focus on the design, integration and coordination of supply chains at multiple levels, bringing innovative and dynamic solutions to this fast-paced business environment. MSc SCM cooperates with companies on guest lectures, company visits, internships, career events, case studies and thesis assignments.

Through the selection of elective courses, students focus on supply chains in specific contexts, for example in the logistics, energy or healthcare sectors.

Students of the MSc SCM can focus on a theme (Energy), by choosing certain specific elective courses (see Ocasys) and writing their master's thesis on a topic from that theme.

The MSc SCM starts twice a year: in September and February.

#### Career prospects

In this master graduates will be prepared for a career as a supply chain manager of an (international) organization, a logistics or purchasing manager in a production, distribution or service environment or as a consultant in the supply chain management practice. Alternatively, they can also opt for an academic career and start as a PhD researcher.

### 5.15.2 Rules and choices

<b>Rules and choices MSc in Supply Chain Management</b>	
Master information days	Check the Student Portal for the next event.
Entry requirements for the master's programme	<ul style="list-style-type: none"> <li>• Bachelor's degree in               <ul style="list-style-type: none"> <li>◦ Business Administration, or</li> <li>◦ Econometrics and Operations Research, or</li> <li>◦ Economics and Business Economics, or</li> <li>◦ International Business, or</li> <li>◦ Industrial Engineering and Management, or</li> <li>◦ completed Pre-MSc SCM programme, and</li> </ul> </li> <li>• sufficient command of English.</li> </ul> For entry requirements with other bachelor's degrees, see the MSc TER.
Starting dates for the master's programme	1 September and 1 February.
Entry requirements for master courses	See the course descriptions in Ocasys.

Entry requirements for the master's thesis	<ul style="list-style-type: none"> <li>• The master's programme has been approved, and</li> <li>• <math>\geq 20</math> ECs from the master's programme have been obtained.</li> </ul>
Approval of the master's programme	Apply via Progress, no later than 6 weeks before starting the master's thesis.
Post-initial follow-on masters	<ul style="list-style-type: none"> <li>• Executive MBA (EMBA)</li> <li>• Executive Master of Mergers &amp; Acquisition and Valuation (EMMAV)</li> </ul> <p>For more information: see MSc TER.</p>
Changes	Changes that affect the rules and choices will be published in the TER (Teaching and Examination Regulations) or in the errata/addenda.

## 5.16 MSc Technology and Operations Management

### 5.16.1 Programme description

Programme director:	Dr Martin Land, m.j.land@rug.nl, (050) 3637188
Programme coordinator:	Dr Jasper Veldman, j.veldman@rug.nl, (050) 3637490
Secretariat:	Operations, secr.operations.feb@rug.nl, (050) 3637491
Language:	English

#### Content

The MSc Technology and Operations Management (MSc TOM) teaches students how to make the right operations decisions, having access to big data, and being enabled by the latest technology. This programme will provide knowledge on how to master these decisions from a managerial perspective, having at the same time an understanding of the technology-related implications, opportunities, and limitations. Graduates will be introduced to data science, developing competences highly valued by today's and tomorrow's employers like data analysis, visualization, diagnostics, interpretation, and data-driven decision making. Operations are a core aspect of any business. This programme offers insights from real operational processes and socio-technical systems in areas like logistics, manufacturing, services, energy, healthcare, and governance. Graduates learn to identify opportunities, analyse, and diagnose operations-related problems, but also to design, develop, and evaluate solutions. It has a strong emphasis on data and innovation.

A research methods course provides knowledge and skills in specific research methods used in the field of technology and operations management, such as the design science method and analytical quantitative methods. Next to the compulsory courses, students create their own profile with two elective courses. All courses in the master's programme reflect a mix of lectures, practical cases, computer practicals, tutorials, guest lectures, company visits, and assignments with real-life data.

In the master's thesis project, students explore one topic in the field of technology and operations management in depth. In their thesis, students will demonstrate and report in a systematic, objective and verifiable way, on the knowledge they have acquired and contributions they made in line with academic research.

Students of the MSc TOM can focus on one of two themes (Energy, and Digital Business), by choosing certain specific elective courses (see Ocasys) and writing their master's thesis on a topic from that theme.

Having completed the MSc TOM, students are able to define, diagnose and analyse operations management problems and develop and evaluate solution approaches in technology intensive (service) industries. They will be able to develop new planning and control concepts to improve processes and can assess product and process innovations in terms of their possible impact on the socio-technical system of the firm. They will be able to communicate results to an audience of researchers and managers.

The MSc TOM starts twice a year: in September and February.

#### Double degree programmes

See section 8.9.

#### Career prospects

In this master's programme graduates will be prepared for a career as an operations manager in a production, distribution or service environment, as a consultant or data analyst in the field of operations, innovation and/or technology, a project manager or production engineer for product and/or process innovations, or a product development manager. Alternatively, they might opt for an academic career and start as a PhD student or they might opt for the government sector.

### 5.16.2 Rules and choices

<b>Rules and choices MSc Technology and Operations Management</b>	
Master information days	Check the Student Portal for the next event.
Entry requirements for the master's programme	<ul style="list-style-type: none"> <li>• Bachelor's degree in                             <ul style="list-style-type: none"> <li>◦ Business Administration, or</li> <li>◦ Econometrics and Operations Research, or</li> <li>◦ Economics and Business Economics, or</li> <li>◦ International Business, or</li> <li>◦ Industrial Engineering and Management, or</li> <li>◦ completed Pre-MSc TOM programme, and</li> </ul> </li> <li>• sufficient command of English.</li> </ul> For entry requirements with other bachelor's degrees, see the MSc TER.
Starting dates for the master's programme	1 September and 1 February.
Entry requirements for master courses	See the course descriptions in Ocasys.
Entry requirements for the master's thesis	<ul style="list-style-type: none"> <li>• The master's programme has been approved, and</li> <li>• <math>\geq 20</math> ECs from the master's programme have been obtained.</li> </ul>
Approval of the master's programme	Apply via Progress, no later than 6 weeks before starting the master's thesis.
Post-initial follow-on masters	<ul style="list-style-type: none"> <li>• Executive MBA (EMBA)</li> <li>• Executive Master of Mergers &amp; Acquisition and Valuation (EMMAV)</li> </ul> For more information: see MSc TER.
Changes	Changes that affect the Rules and choices will be published in the TER (Teaching and Examination Regulations) or in the errata / addenda thereon.

## 5.17 Research Master Economics and Business

### 5.17.1 Programme description

Programme director:	Prof. Rian Drogendijk, rian.drogendijk@rug.nl, (050) 3633754
Programme coordinator:	Dr Dennis Veltrop, d.veltrop@rug.nl, (050) 3637238
Research coordinator: (e.g. information about tuition fees and applications)	Rina Koning, a.c.koning@rug.nl, (050) 3633815
Language:	English

#### Content

The Research Master Economics and Business (Research Master) is a two-year programme focused on the most ambitious students. It is run by the SOM Graduate School. The aim of the programme is to train students in conducting research in economics and/or business. There is a strong focus on scientific and academic skills. The programme is especially designed for students who are looking for an intellectual challenge.

The Research master's programme is selective in that only the most outstanding students are admitted. Also, the most outstanding researchers are involved in teaching this programme. These lecturers are both from Groningen and, through our participation in national and international networks, also from outside Groningen. The small scale of the programme ensures an intensive exchange of knowledge, both between lecturers and students and among students themselves. Each student is individually supervised by a renowned researcher.

The Research Master starts once a year: in September.

#### Admission

Bachelor's degrees in the broad field of business and economics give access to this master's programme. Also motivated students with other bachelor's degrees (such as Sociology, Mathematics and Psychology) are welcome to apply. There is a selection procedure for this programme. Criteria for admission include motivation, talent, research attitude, outstanding study results and an excellent command of English.

#### Career prospects

Graduates are ideally placed to become PhD students or to obtain research positions in public or private organizations.

Since the start of the programme 66% of Research Master graduates continued with a PhD, not only in Groningen but also at other universities such as University of Antwerp (Belgium), Bocconi University Milan (Italy), Erasmus University Rotterdam (the Netherlands), VU University Amsterdam (the Netherlands), University of Sydney (Australia) and University of Oxford (United Kingdom). Many have obtained their PhD degree and are now working in academia.

The Research Master is also an excellent preparation for positions at companies and organizations such as McKinsey, Shell, and the Dutch Central Bank.

### 5.17.2 Rules and choices

<b>Rules and choices Research Master Economics and Business</b>	
Master information days	Check the Student Portal for the next event.
Entry requirements for the master's programme	<ul style="list-style-type: none"> <li>• Bachelor's degree in                             <ul style="list-style-type: none"> <li>◦ Business Administration, or</li> <li>◦ Econometrics and Operations Research, or</li> <li>◦ Economics and Business Economics, or</li> <li>◦ International Business</li> </ul> </li> <li>• Also motivated students with other bachelor's degrees (such as Sociology, Mathematics, Psychology) are welcome to apply.</li> <li>• There is a selection procedure for this programme.</li> <li>• Criteria for admission include motivation, talent, research attitude, good/excellent study results, and an excellent command of English.</li> </ul>
Starting time for the master's programme	1 September.
Entry requirements for master courses	See the course descriptions in Ocasys.
Approval of the master's programme	Apply via Progress, no later than 6 weeks before starting the master's thesis.
Post-initial follow-on masters	<ul style="list-style-type: none"> <li>• Executive MBA (EMBA)</li> <li>• Executive Master of Mergers &amp; Acquisition and Valuation (EMMAV)</li> </ul> For more information: see MSc TER.
Changes	Changes that affect the rules and choices will be published in the TER (Teaching and Examination Regulations) or in the errata/addenda.

## 6 Executive masters

### 6.1 Executive Master of Accountancy

#### 6.1.1 Programmabeschrijving

Opleidingsdirecteur:	Prof. Dick de Waard RA MA, d.a.de.waard@rug.nl, (050) 3633776
Opleidingscoördinator:	Ingrid Luttmer-Noest, i.m.luttmer-noest@rug.nl, (050) 3638300
Secretariaat:	Grietje Kok, Renske Oosterhoff-Verbruggen, accountancy@rug.nl, (050) 3633768
Taal:	Nederlands

#### Inhoud

De Executive Master of Accountancy (EMA) is het postinitiële deel van de theoretische opleiding tot registeraccountant. De EMA is het sluitstuk van deze academische studie, waarmee je nationaal en internationaal tot de hoogst opgeleide professionals op het gebied van accountancy behoort.

Je volgt de EMA in deeltijd, meestal naast een baan in de accountantspraktijk. De duur van de opleiding is 1,5-2 jaar. Na afronding van de EMA en de verplichte driejarige praktijkopleiding, welke je deels parallel aan de opleiding kunt volgen, mag je de MSc-grad (EMA) alsmede de RA-titel voeren.

De EMA is opgebouwd uit modulaire vakken die doorgaans op vrijdag worden aangeboden. Tijdens deze collegedagen volg je hoor- en werkcolleges en werk je samen in groepjes. Tentaminering vindt plaats door schriftelijke (landelijke) tentamens, een research opdracht (individueel), papers (groepsopdrachten) en een afsluitend mondeling tentamen. Voor het afstudeerwerkstuk bouw je een portfolio op dat je deels in groepsverband, deels individueel uitwerkt.

De EMA start één keer per jaar: september.

#### Carrièreperspectieven

Het programma is een goede basis voor veel functies in zowel de private als de publieke sector, vooral voor de functies van accountant en controller (of managementconsultant). Veel RA-accountants in spe starten hun carrière bij een accountantskantoor. Dat kan zijn een regionale accountantsorganisatie die is gericht op het midden- en kleinbedrijf, maar ook de zogenaamde big-4 (Deloitte, EY, KPMG en PwC) zijn veel gezochte werkgevers. Daarnaast zijn er ook RA-accountants in spe die hun carrière beginnen bij de overheid als overheidsaccountant bij één van de ministeries of de Belastingdienst.

#### 6.1.2 Regels en keuze

<b>Regels en keuzes Executive Master of Accountancy</b>	
Informatie	<a href="https://www.rug.nl/business-school/executive-masters/ema/">https://www.rug.nl/business-school/executive-masters/ema/</a>
Ingangseisen	<a href="https://www.rug.nl/business-school/executive-masters/ema/executive-master/inschrijving_toelating-en-kosten">https://www.rug.nl/business-school/executive-masters/ema/executive-master/inschrijving_toelating-en-kosten</a>
Instroommoment(en)	1e van iedere maand
Wijzigingen	Wijzigingen die van invloed zijn op de Regels en keuzes zullen in de OER (Onderwijs- en Examenregeling) of in de errata/addenda worden gepubliceerd.

## 6.2 Executive Master of Finance and Control

### 6.2.1 Programmabeschrijving

Opleidingsdirecteur:	Prof. Pieter Jansen, e.p.jansen@rug.nl, (050) 3637297
Opleidingscoördinator:	Dr Kristina Linke, k.linke@rug.nl, (050) 3633829
Programmamanager:	Anouk Smand BA Sc., a.smand@rug.nl
Secretariaat	Angela Sap, a.sap@rug.nl, (050) 3637297
Taal:	Nederlands

#### Inhoud

De Executive Master of Finance and Control (EMFC) is een wetenschappelijke beroepsopleiding met een stevige bedrijfskundige component. Je wordt opgeleid om financiële topfuncties te kunnen uitoefenen als Registercontroller (RC). Naast de inhoudelijke vakken is er in de EMFC veel aandacht voor je effectiviteit als controller. De ontwikkeling van je interpersoonlijke vaardigheden en leiderschapskwaliteiten vormen een rode draad in het programma. Je volgt de EMFC in deeltijd.

#### Opbouw en vakinhoud

De opleiding EMFC is opgebouwd uit 6 periodes van 12 weken. Tijdens deze periodes volg je colleges op de faculteit. De vijfde en zesde periode zijn voor de helft gereserveerd voor het afstudeeronderzoek.

#### Financieel-economische vakken

De vakgebieden management accounting and control, financieel management en externe verslaggeving vormen de ruggengraat van de EMFC. Deze zijn nauw verbonden met de primaire taak van de controller: kennis hebben van de financiële en niet-financiële informatie die cruciaal is in de besluitvorming en in de ontwikkeling en implementatie van strategie.

#### Organisatiekundige vakken

Met de organisatiekundige vakken neem je plaats aan de directietafel. Je leert je kennis over systemen en control in te bedden in de organisatie en haar eigen cultuur. Je werkt constructief aan een strategische analyse en een toekomstperspectief. Je leert in (internationale) situaties jezelf te positioneren in verschillende typen gesprekken. Ook verken je ethische grenzen en leer je deze te herkennen in je werkzaamheden als (concern)controller.

#### Informatiekundige vakken

Als controller ben je betrokken bij de kwaliteit van de informatie bij de besluitvorming van het management. Hoe kunnen de strategische doelen van een organisatie afgestemd worden met de inzet van ICT? Hoe moet de ICT-voorziening worden bestuurd en de ICT-organisatie gemanaged?

In de opleiding wordt er gekeken naar zowel de inrichting als de verbetering van (kwaliteits) systemen. Daarbij is volop aandacht voor actuele ontwikkelingen in dit snel veranderende vakgebied, zoals voor big data en data analysis.

#### Juridische vakken

Er wordt aandacht besteed aan het ondernemingsrecht: daarin wordt de invloed van het ondernemingsrecht op het ondernemingsbeleid uitgediept. Vragen als wat zijn de rechten en plichten van de onderneming ten aanzien van interne en externe stakeholders komen aan de orde. Ook wordt de positie van aandeelhouders, bestuur, commissarissen, ondernemingsraden en hun onderlinge verhoudingen uitgewerkt. Je verdiept je kennis over en inzichten in de invulling die de onderneming geeft aan haar belastingplicht, nationaal en internationaal.



### Controllership

Communicatieve, leiderschaps- en onderzoeksvaardigheden zijn erg belangrijk voor je effectiviteit als controller. De ontwikkeling van deze competenties is gebaat bij zelfkennis, reflectie, intervisie, training en ervaring, aspecten die zijn samengebracht in het vak Controllership.

### Afstudeeropdracht

De afstudeeropdracht bestaat uit het verrichten van een wetenschappelijk verantwoord, praktijkgericht onderzoek. Je richt je op de oplossing van een concreet praktisch probleem, doorgaans binnen je eigen organisatie. Na afloop dien je dit onderzoek te verdedigen.

De EMFC start twee keer per jaar: september en maart.

### Carrièreperspectieven

Met de EMFC word je opgeleid om het controllersvak op senior niveau uit te voeren. Een groot aantal studenten stroomt al tijdens hun studie door naar andere – vaak meer strategische – functies.

#### 6.2.2 Regels en keuze

<b>Regels en keuzes Executive Master of Finance and Control</b>	
Informatie	<a href="https://www.rug.nl/business-school/executive-masters/emfc/">https://www.rug.nl/business-school/executive-masters/emfc/</a>
Ingangseisen	<a href="https://www.rug.nl/business-school/executive-masters/emfc/aanmelding-en-toelating">https://www.rug.nl/business-school/executive-masters/emfc/aanmelding-en-toelating</a>
Instroommoment(en)	1 september, 1 oktober, 1 maart, 1 april
Wijzigingen	Wijzigingen die van invloed zijn op de regels en keuzes zullen in de OER (Onderwijs- en Examenregeling) of in de errata/addenda worden gepubliceerd.

## 6.3 Executive Master of Mergers & Acquisitions and Valuation

### 6.3.1 Programme description

Programme director:	Prof. Wim Holterman, w.g.m.holterman@rug.nl, (050) 3632919
Programme coordinator:	Dr Marit Luiting-Drijfhout, m.drijfhout@rug.nl, (06) 11919428
Secretariat:	Myra van der Vlag, emmav@rug.nl, (06) 51610537
Language	English

### Content

The Executive Master of Mergers & Acquisitions and Valuation (EMMAV) offers an integrated approach to Mergers and Acquisitions (M&A). M&As involve many functions including corporate strategy, industry economics, finance, valuation, accounting, organization and change management, as well as legal and tax expertise. Students will learn to apply these skills coherently in the M&A field.

Furthermore, successful M&A requires flawless execution of every stage of the process, from strategy formulation in the pre-deal stage through the deal stage and the integration or separation stage. Students will learn the relevant aspects of each stage, how the stages build on each other and their crucial linkages.

M&A is about gaining a competitive edge and creating value. Skills in valuation and value creation analysis are therefore indispensable for M&A professionals. Students will develop valuation skills firmly embedded in the M&A process, with a tailored focus on each individual stage.

The EMMAV starts once a year: in September.

### Career perspectives

The growing importance of M&A gives students a major career opportunity. The EMMAV provides the training needed to have true impact in deals and valuation and to grow into senior roles in M&A and beyond.

### 6.3.2 Rules and choices

<b>Rules and choices Executive Master Mergers &amp; Acquisition and Valuation</b>	
Information	<a href="https://www.rug.nl/business-school/executive-masters/emmav/">https://www.rug.nl/business-school/executive-masters/emmav/</a>
Entry requirements	<a href="https://www.rug.nl/business-school/executive-masters/emmav/">https://www.rug.nl/business-school/executive-masters/emmav/</a>
Enrolling date(s)	1 September, 1 October
Changes	Changes that affect the rules and choices will be published in the TER (Teaching and Examination Regulations) or in the errata/addenda.

## 6.4 Executive MBA

### 6.4.1 Programme description

Programme director:	Dr Thijs Broekhuizen, t.l.j.broekhuizen@rug.nl, (050) 3633777
Programme coordinator:	<ul style="list-style-type: none"> <li>• Energy Transition: Prof. Machiel Mulder, machiел.mulder@rug.nl, (06) 3103 5729</li> <li>• Food &amp; Retail: Prof. Laurens Slood, l.m.slood@rug.nl, (06) 23596271</li> <li>• Health: Prof. Jochen Mierau, j.o.mierau@rug.nl, (050) 3633735</li> <li>• Sustainable Business Models: Dr Thijs Broekhuizen, t.l.j.broekhuizen@rug.nl, (050) 363777</li> </ul>
Secretariat:	<ul style="list-style-type: none"> <li>• Energy Transition: Andrea Poelstra, a.d.poelstra-bos@rug.nl, (050) 3633943</li> <li>• Food &amp; Retail: Nikki Numan numan@efmi.nl, (06) 21368857</li> <li>• Health: Andrea Poelstra, a.d.poelstra-bos@rug.nl, (050) 3633943.</li> <li>• Sustainable Business Models: Andrea Poelstra, a.d.poelstra-bos@rug.nl, (050) 3633943</li> </ul>
Language:	Dutch and English

#### Content

The Executive MBA (EMBA) is a post-graduate programme in the field of Business Administration and is set up as a part-time degree programme for motivated and ambitious professionals who work for organisations that face important business transitions. The aim of the EMBA is to offer managers an academic education that helps them shape the transition of systems, organisations, and individuals in a sustainable manner.

The education helps business professionals to widen their perspectives, and develop an encompassing view on systems, markets, society of their specific field of interest. To be able to take this step, EMBA participants learn to take on a multi-disciplinary, multi-stakeholder perspective to address the challenges of important transitions. In addition to this, participants are also trained to play a key strategic role within their company, and improve their managerial effectiveness.

The EMBA has four profiles:

- EMBA - Energy Transition (Language: Dutch/English, multiple locations)
- EMBA - Food & Retail (Language: Dutch/English, in Baarn)
- EMBA - Health (Language: Dutch/English, in Groningen)
- EMBA - Sustainable Business Models (Language: Dutch/English, in Groningen)

In each profile, participants must be able to shape the company's strategy on the basis of a thorough understanding of the business context. They should be able to oversee the implications of their business model for the most important organisational functions such as marketing, research and development, finance, HRM, operations, production and supply chain management, and develop a strategy for sustainable value creation. Finally, participants should be able to enact organisational change by implementing the value delivery. Although the programme covers state-of-the-art academic knowledge in the various fields, the application of this knowledge to specific business issues is central.

Participants who have successfully completed the EMBA are able to:

- understand the business context
- develop a vision on a value-creating strategy
- implement the strategy for long-term value delivery

### **Career perspectives**

Participants in the Executive MBA already have a leadership position within a company or organization. This programme can be followed to gain an enriched perspective on the company, organization or industry and/or advance to management or executive positions.

#### **6.4.2 Rules and choices**

<b>Rules and choices Executive MBA</b>	
Information	<a href="https://www.rug.nl/business-school/executive-masters/emba/">https://www.rug.nl/business-school/executive-masters/emba/</a>
Entry requirements	<a href="https://www.rug.nl/business-school/executive-masters/emba/">https://www.rug.nl/business-school/executive-masters/emba/</a>
Enrolling date(s)	1 September, 1 October, 1 November, 1 January, 1 February, 1 May (the courses of year 1 of profile Food and Retail will start again in the academic year 2024-2025 and the profile SBM will start in the academic year 2023-2024)
Changes	Changes that affect the rules and choices will be published in the TER (Teaching and Examination Regulations) or in the errata/addenda.

## 7 Double degree bachelor's programmes

### 7.1 Fudan University, Shanghai - DD BSc EOR

#### 7.1.1 Programme description

Programme director:	Prof. Ruud H. Koning, r.h.koning@rug.nl, (050) 3637192
Programme coordinator:	Dr Bram de Jonge b.de.jonge@rug.nl, (050) 3633723
Secretariat:	Martine Geerlings-Koolman, m.a.koolman@rug.nl, (050) 3637018
Language:	English

#### Content

On completion of two years of undergraduate study at Fudan University, students enter the postpropaedeutic phase of the BSc Econometrics and Operations Research (BSc EOR). The description of the programme BSc EOR can be found in section 3.2.

On completion of the programme students are awarded two degrees, a BSc EOR from the UG and a BA Economics from Fudan University.

## 7.2 Fudan University, Shanghai - DD BSc E&BE

### 7.2.1 Programme description

Programme director:	Dr Marc Kramer, m.m.kramer@rug.nl, (050) 3633685
Programme coordinator:	Dr Rasmus Wiese, r.h.t.wiese@rug.nl, (050) 3633689
Secretariat:	Global Economics and Management, secr.gem.feb@rug.nl, (050) 3633458
Language:	English

### Content

On completion of two years of undergraduate study at Fudan University students enter the postpropaedeutic phase of the BSc Economics and Business Economics (BSc E&BE). In the postpropaedeutic phase students can choose the profile Economics, or the profile Economic Development and Globalization (ED&G). The description of these profiles of the BSc E&BE can be found in section 3.3. As a minor, students from Fudan can choose either the minor E&BE or the foreign minor.

On completion of the programme students are awarded two degrees, a BSc E&BE (profile Economics or ED&G) from UG and a BA Economics from Fudan University.

### 7.3 Institute of Technology, Bandung - DD BSc IB

#### 7.3.1 Programme description

Programme director:	Prof. Alan Muller, a.r.muller@rug.nl, (050) 3632665
Programme coordinator:	Dr Rudi de Vries, r.w.de.vries@rug.nl, (050) 3633843
Information:	Ineke van Est, r.van.est@rug.nl, (050) 3636692
Secretariat:	Global Economics and Management, gem.feb@rug.nl, (050) 3633458
Language:	English

#### Content

The students of this DD International Business undertake two years of undergraduate study at the Institute of Technology in Bandung, Indonesia. This qualifies them for a 3-semester programme (90 ECs) at the UG. The students take courses from the regular BSc International Business programme (BSc IB), including a bachelor's thesis.

They will have a BSc IB diploma when they have completed the programme in Groningen. For additional information, please refer to the programme description for the BSc IB, section 3.4.

## 7.4 KEDGE Business School, Bordeaux - DD BSc IB

### 7.4.1 Programme description

Programme director:	Prof. Alan Muller, a.r.muller@rug.nl, (050) 3632665
Programme coordinator:	Dr Rudi de Vries, r.w.de.vries@rug.nl, (050) 3633843
Information:	Ineke van Est, r.van.est@rug.nl, (050) 3636692
Secretariat:	Global Economics and Management, gem.feb@rug.nl, (050) 3633458
Language:	English

### Content

The students from KEDGE Business School and the UG can combine two programmes in this double degree programme. All students take courses from the regular BSc International Business programme (BSc IB) in Groningen, including a bachelor's thesis. Upon successful completion of the studies at both institutions the students will receive the following degrees:

- The KEDGE bachelor diploma from KEDGE Business School (Programme Supérieur de Gestion et Commerce)
- The BSc IB diploma from FEB

Students who start at KEDGE Business School undertake two years of undergraduate study at KEDGE Business School in Bordeaux, France. This qualifies them for a 3-semester programme (90 ECs) at the UG. In addition students will do an internship for KEDGE Business School.

Students who start at the UG do the regular BSc IB programme, in addition they study at KEDGE Business School for 2 semesters, including the regular study abroad semester, and they do an internship.

Semesters	KEDGE BS students	FEB- UG students
1	Academic studies at KEDGE BS	Academic studies at Groningen
2	Academic studies at KEDGE BS	Academic studies at Groningen
3	Academic studies at KEDGE BS	Academic studies at Groningen
4	Internship	Academic studies at Groningen
5	Academic studies at Groningen	Academic studies at KEDGE BS
6	Academic studies at Groningen	Academic studies at KEDGE BS
7	Academic studies at Groningen	Internship
8	Internship	Academic studies at Groningen

For additional information, please refer to the programme description for the BSc IB, section 3.4.



## 7.5 Universitas Gadjah Mada, Yogyakarta - DD BSc IB

### 7.5.1 Programme description

Programme director:	Prof. Alan Muller, a.r.muller@rug.nl, (050) 3632665
Programme coordinator:	Dr Rudi de Vries, r.w.de.vries@rug.nl, (050) 3633843
Information:	Ineke van Est, r.van.est@rug.nl, (050) 3636692
Secretariat:	Global Economics and Management, gem.feb@rug.nl, (050) 3633458
Language:	English

#### Content

The students of this DD International Business undertake two years of undergraduate study at the University of Gadjah Mada in Yogyakarta, Indonesia. This qualifies them for a 3-semester programme (90 ECs) at the UG. The students take courses from the regular BSc International Business programme (BSc IB), including a bachelor's thesis. They will have a BSc IB diploma when they have completed the programme in Groningen. For additional information, please refer to the programme description for the BSc IB, section 3.4.

## 7.6 Universitas Indonesia, Jakarta - DD BSc IB

### 7.6.1 Programme description

Programme director:	Prof. Alan Muller, a.r.muller@rug.nl, (050) 3632665
Programme coordinator:	Dr Rudi de Vries, r.w.de.vries@rug.nl, (050) 3633843
Information:	Ineke van Est, r.van.est@rug.nl, (050) 3636692
Secretariat:	Global Economics and Management, gem.feb@rug.nl, (050) 3633458
Language:	English

#### Content

The students of the double degree programme International Business undertake two years of undergraduate study at the University Indonesia in Jakarta, Indonesia. This qualifies them for a 3-semester programme (90 ECs) at the UG.

Students who do not meet all requirements because of course deficiencies, can only be admitted to the 4-semester programme (120 ECs) in Groningen. In addition to the regular programme of 90 ECs, they will have to take additional courses of 30 ECs.

The students take courses from the regular BSc International Business programme (BSc IB), including a bachelor's thesis. They will have a BSc IB diploma when they have completed the programme in Groningen.

For additional information, please refer to the programme description for the BSc IB, section 3.4.

## 8 Double degree master's programmes

### 8.1 Alexandru Ioan Cuza University, Iasi - DD MSc Finance

#### 8.1.1 Programme description

Programme coordinator:	Dr Orest Iftime, o.v.iftime@rug.nl, (050) 3633485
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#### Content

The programme is modular in structure, comprises 120 ECs and is a two-year full-time programme. Students will take year 1 at Alexandru Ioan Cuza University (UAIC) in Iași, Romania and year 2 at FEB. The first phase of the DD programme at UAIC is modelled after the Pre-MSc programme offered by FEB for the MSc in Finance. Having completed the first phase, students are selected by UAIC and UG to enter the second phase of the DD programme, which is FEB's MSc in Finance, with an adapted curriculum. Supervision for the dissertation is managed jointly by the two institutions.

#### Programme structure

	For UAIC students
Year 1, semester 1	At UAIC 30 ECs compulsory courses from the MSc Finance and Risk Management at UAIC
Year 1, semester 2	At UAIC 30 ECs compulsory and elective courses from the MSc Finance and Risk Management at UAIC
Year 2, semester 3	At FEB 30 ECs compulsory courses from the MSc Finance at FEB
Year 2, semester 4	At FEB or UAIC 10 ECs electives at FEB or UAIC; 20 ECs joint master's thesis at UG or UAIC under joint FEB/UAIC supervision, with final grading by FEB and UAIC

#### Key facts

Start of programme:	1 September (Year 2 of the 2-year DD, at UG)
Duration (in semesters):	4
Total credits:	120 ECs
Language:	English
Type of degree:	<ul style="list-style-type: none"> <li>MSc in Finance (UG)</li> <li>MSc in Finance and Risk Management (Alexandru Ioan Cuza University in Iasi, Romania)</li> </ul> Graduates will also receive a diploma supplement on which it is noted that the UG degree is awarded within the framework of the DD with Alexandru Ioan Cuza University.
Admission:	The admission requirements for this double degree are the same as those for the MSc Finance and Risk Management at UAIC. Students are then selected for the second phase of the DD programme in Groningen.
Application:	Through Alexandru Ioan Cuza University
Tuition fees	<a href="http://www.rug.nl/education/international-students/financial-matters/">www.rug.nl/education/international-students/financial-matters/</a>
Further information	See Ocasys for further information.

## 8.2 BI Norwegian Business School, Oslo - DD MSc Marketing - Marketing Analytics and Data Science

### 8.2.1 Programme description

Programme coordinator:	Dr Hans Risselada, h.risselada@rug.nl, (050) 3636288
Secretariat:	Bertina Wever, marketing.education@rug.nl, (050) 3637065

#### Content

BI Norwegian Business School, Oslo, Norway (BI, Oslo) and FEB, have set up a high quality, 2-year double degree master's programme in Marketing. This is a unique opportunity to expand and deepen knowledge and expertise in a chosen specialization field of marketing, to experience a new and challenging research and teaching environment and to graduate with two stand-alone master's degrees.

The Double Degree MSc in Marketing (DD MSc Marketing) aims to educate market-oriented leaders for the modern economy. In the Groningen programme, the focus is on customer relations and customer insights. Students learn how to collect data about customers and how to analyse these using the latest and most advanced marketing research methods. Besides, students will be educated and trained more thoroughly on methods that allow them to analyse and model (secondary, big) data to track the marketing performance of the firm and generate new customer insights.

The BI, Oslo programme provides students who aim for an international career with the academic and professional strength students need for managerial positions in marketing in enterprises and organizations across the globe. For all students in this programme, a master's thesis (20 ECs) is written at FEB and a research paper (10 ECs) is written at BI, Oslo.

Note that students cannot apply for the two-year DD MSc as such. Students have to apply for a second year in Oslo after they successfully completed the first semester of the MSc Marketing - Marketing Analytics and Data Science profile. So, after having been admitted to the MSc Marketing and having completed the first semester, students still go through a selection procedure to be admitted to the second year in Oslo.

#### What will students learn?

Having completed this double degree, graduates will have:

- knowledge of traditional and modern marketing techniques and knowledge of basic and advanced marketing research techniques
- learned how to collect data about customers and how to analyse these using the latest and most advanced methods for analysing consumer behaviour
- knowledge of how movements such as globalization, free-trade agreements, market deregulation and environmentalism are transforming the marketing environment and
- acquired the qualifications to enter PhD programmes and work in international research institutions

#### Programme structure

	For FEB students	For BI students
Year 1, semester 1	At FEB 30 ECs advanced courses MSc Marketing /Marketing Analytics and Data Science profile	At BI 30 ECs MSc in Strategic Marketing Management
Year 1, semester 2	At FEB 10 ECs advanced courses MSc Marketing /Marketing Analytics and Data Science profile and master's thesis (20 ECs)	At BI 34 ECs MSc in Strategic Marketing Management, including a research paper (10 ECs)

Year 2, semester 3	At BI 30 ECs core and elective courses MSc Strategic Marketing Management	At FEB 30 ECs core courses MSc Marketing, specialisation Marketing Analytics and Data Science
Year 2, semester 5	At BI 34 ECs core and elective courses MSc Strategic Marketing Management, including a research paper (10 ECs)	At FEB 10 ECs core and elective courses and master's thesis (20 EC)

### Key facts

Start of programme:	1 September
Duration (in semesters):	4
Total credits:	124 ECs
Language:	English
Type of degree:	<ul style="list-style-type: none"> <li>• MSc Marketing-Marketing Analytics and Data Science profile (UG) and</li> <li>• MSc in Strategic Marketing Management (BI Norwegian Business School, Oslo).</li> </ul> <p>Graduates will also receive a diploma supplement on which it is noted that the UG degree is awarded within the framework of the DD with BI Norwegian Business School.</p>
Admission:	<ul style="list-style-type: none"> <li>• Students cannot apply for the two-year DD MSc as such. Students have to apply for a second year in Oslo after they have successfully completed the first semester of the MSc Marketing- Marketing Intelligence profile. There is a selection procedure.</li> <li>• The admission requirements for this double degree are the same as those for the MSc Marketing-Marketing Analytics and Data Science profile at FEB and the MSc in Strategic Marketing Management at BI NBS Oslo. All students should have completed semesters 1 and 2 of Year 1 with a GPA of at least 7.2.</li> <li>• Selection for Year 2 of the double degree takes place at the home university during semester 2 of Year 1. Only candidates who can demonstrate that satisfactory progress has been made in semester 1 are eligible for the DD.</li> <li>• A maximum of 5 UG and 5 BI students will be admitted to the double degree each year.</li> </ul>
Application:	<ul style="list-style-type: none"> <li>• For students not yet registered at FEB, please go to: <a href="http://www.rug.nl/howtoapply">www.rug.nl/howtoapply</a>.</li> <li>• For students currently registered in Year 1 at FEB, the application deadline is 1 February.</li> </ul> <p>NB Students remain enrolled at the home university and pay the home university fee until they have completed the 124 ECs of the DD programme. BI students must also enrol as fee-paying students at the UG in order to be eligible for a Dutch degree certificate.</p>
Tuition fees	<a href="http://www.rug.nl/feb/education/study-programmes/doubleddegrees/tuition">www.rug.nl/feb/education/study-programmes/doubleddegrees/tuition</a>
Further information	<a href="http://www.rug.nl/masters/ddm-strategic-marketing-intelligence/">www.rug.nl/masters/ddm-strategic-marketing-intelligence/</a>

### **Career prospects**

This DD programme has been designed for individuals who aspire to a career as market researcher in the private or public sector, as a strategic marketing expert, customers relations manager, product or brand manager, database analyst or data scientist. Graduates qualify for a range of positions in international, multinational or transnational companies.

### 8.3 Corvinus University, Budapest - DD MSc ED&G

#### 8.3.1 Programme description

Programme director	Prof. Robert Inklaar, r.c.inklaar@rug.nl, (050) 3634838
Programme coordinator:	Dr Milena Nikolova, m.v.nikolova@rug.nl, (050) 3633458
Information	Ineke van Est r.van.est@rug.nl, (050) 3636692
Secretariat:	Global Economics and Management, gem.feb@rug.nl, (050) 3633458

#### Content

As one of Hungary's leading educational institutions, Corvinus University Budapest (CUB) offers degrees in multiple disciplines. Specifically, the Faculty of Social Sciences and International Relations provides education and research in the fields of Central and Eastern European (CEE) and Hungarian economic policies from both European and global perspectives. One of the main assets of the Faculty is its firm commitment to a better understanding of the economics and business environment of the CEE region.

The Faculty offers a wide range of relevant courses in the fields of global economics, the European community, and the CEE region. This is important because economics students who wish to embark on a career in economic analysis, international management or public policy have to grasp the trends in the world economy, including the European community and the CEE region.

A unique feature of this DD programme is the combination of courses in the fields of international business, political economy and development economics, with a special focus on issues of economic transformation and integration, as well as the attention paid to the links between the fields. As such, students are trained to become well-rounded economists with a strong international profile and a thorough analytical understanding of the main current trends in the global world of international (economic) policy and business organizations, ranging from the fields of international business and economics to international politics and international law. The core content of the programme reflects the increasing globalisation and continuous evolution of international economics and business.

#### Admission procedure

FEB students (MSc ED&G) who are interested in doing the DD with Corvinus University should contact Dr Milena Nikolova. Students admitted directly to the MSc ED&G at FEB can apply for admission to the DD Master CEE specialisation prior to starting the MSc ED&G or during their first (winter) semester.

When admitted to the MSc International Economy and Business (MSc IE&B) at CUB, Budapest students can apply for admission to the DD Master CEE specialisation. They need to complete the first year (60 ECs) of the 2-year MA at CUB with above-average grades and satisfy the specific DD admission requirements agreed by the two partners.

#### Courses at Corvinus University

Semesters 3 and 4, in Budapest, are also dedicated to Central and Eastern Europe core and specialisation courses from the master in International Economy and Business, with a focus on the CEE region.

#### What will students learn?

Upon completion of this DD programme, graduates will have:

- a solid understanding of economic development and the causes and consequences of globalization
- a balanced geographical perspective and expertise in the economics and political economy of the CEE region
- knowledge and expertise in the ways individual, group and organizational factors influence organizational performance, problem solving and strategic decision making in Europe and in the CEE region in particular

- an insight into the consequences of globalization for multinational enterprises and the socio-economic and institutional differences between countries, and in particular, CEE countries
- the ability to apply the tools of modern economic analysis to issues of development policy
- solid analytical and business skills in an international context
- the capacity to evaluate critically different approaches to development analysis and policy

### Programme structure

	For FEB students	For CUB students
Year 1, semester 1	At FEB This semester is the same as semester 1 of the MSc ED&G (total 30 ECs)	At CUB 30 ECs compulsory, specialisation and elective MSc IE&B courses at CUB
Year 1, semester 2	At FEB This semester is the same as Semester 2 of the MSc ED&G (total 30 ECs) FEB thesis supervisor, CUB thesis co-assessor	At CUB 30 ECs compulsory, specialisation and elective MSc IE&B courses at CUB
Year 2, semester 3	At CUB 30 ECs CEE core and specialisation courses from MSc IE&B + electives	At FEB This semester is the same as semester 1 of the MSc ED&G (total 30 ECs)
Year 2, semester 4	At CUB 30 ECs CEE core and specialisation courses from MSc IE&B + electives	At FEB This semester is the same as semester 2 of the MSc ED&G (total 30 ECs) <i>FEB thesis supervisor, FEB and CUB thesis co-assessors + comprehensive exam CUB</i>

### Key facts

Start of programme:	1 September
Duration (in semesters):	4
Total credits:	120 ECs
Language:	English
Type of degree:	<ul style="list-style-type: none"> <li>• MSc in Economic Development and Globalization (FEB) and</li> <li>• MSc in International Economy and Business (Corvinus University Budapest), specialization Central-East European economies</li> </ul> <p>Graduates will also receive a diploma supplement from FEB on which it is noted that the degree is awarded within the framework of the DD with Corvinus University Budapest.</p>
Admission:	For incoming students from CUB, the admission requirements for this specialisation are the same as those for the MSc in International Economy and Business. For outgoing students from FEB, the admission requirements are the same as those for the MSc Economic Development and Globalization programme. In selecting candidates, the respective selection committees will also take account of factors such as motivation and relevant knowledge of international/development economics.



Application:	<p>There is no formal application form. Interested students from FEB should contact Dr Milena Nikolova to express their interest.y</p> <p>NB Outgoing FEB students are not registered in the FEB MSc ED&amp;G programme during their stay at CUB. Incoming CUB students remain registered in the CUB MSc International Economy and Business until they have completed the 120 ECs of the DD programme. They also register at UG when studying in Groningen in order to be eligible for a Dutch degree certificate.</p>
Tuition fees	<p><a href="http://www.rug.nl/feb/education/study-programmes/doubledegrees/tuition">www.rug.nl/feb/education/study-programmes/doubledegrees/tuition</a></p>
Further information	<p><a href="http://www.rug.nl/masters/ddm-central-east-european-economies/">www.rug.nl/masters/ddm-central-east-european-economies/</a></p>

## 8.4 Fudan University, Shanghai - various DD MSc programmes

### 8.4.1 Programme description

Academic director	Prof. Tom Wansbeek, t.j.wansbeek@rug.nl, (050) 3638339
Information:	Ineke van Est, r.van.est@rug.nl, (050) 3636692

#### Content

The Double Degree Master (DDM) programmes Chinese Economy and Finance are two-year (post)graduate degree programmes offered jointly by FEB and the School of Economics of Fudan University (Shanghai, China). It comprises a (minimum) total of 34 Chinese Credits (CCs), which is the equivalent of ±120 European Credits (ECs). This two-year DDM programme offers students an opportunity to gain comprehensive knowledge of the economies, economic policies, strategies, theories and practices of China and South East Asia and to obtain a global view of world economics. Also, students get the opportunity to experience student life in two different cultures, allowing them to develop their intercultural competences.

#### Phase one

For phase one students enrol in one of the MSc programmes offered by FEB. In phase one students can prepare for study in Shanghai by taking extra-curricular courses in Basic Chinese (HSK Mandarin I and II) and participating in extra-curricular Sino-Dutch activities organised in Groningen by the Groningen Confucius Institute.

Having completed phase one of this DDM programme, students are awarded a recognised and accredited Dutch Master of Science degree and can move to phase two.

#### Phase two

Phase two of the programme is offered at the School of Economics of Fudan University, in Shanghai, China, where students take courses from the curriculum of the two-year EMA Chinese Economy programme or the two-year EMA Finance programme. The EMA (English Master of Arts) programme is designed for students who wish to acquire a comprehensive knowledge of China in the fields of economics, finance, business and national policies. When taking the Chinese Economy programme the curriculum of phase two focuses on a variety of themes relating to the economy of China and China's role in South East Asia, among others, Chinese economic theory, international trade, finance, public administration and law. When taking the Finance programme the curriculum of phase two focuses on finance as well as courses that are specific for economy and finance in China.

Additionally, DDM programme students can also participate in Jiang Xuemo Economics Lectures and Overseas Scholars' Short Courses. The courses focus on a variety of themes relating to the economies of China and South East Asia, among others, modern Chinese economic theory, international trade, public administration and law. Students gain the political and cultural knowledge necessary for understanding the Chinese economy on an interdisciplinary level. The curriculum includes a 3 CCs thesis.

On completion of phase two, students are awarded a second master's degree: a Master of Economics in World Economy from Fudan University.

#### Programme structure

	For FEB students
Year 1, semester 1	At FEB 30 ECs master courses
Year 1, semester 2	At FEB 10 ECs master courses and 20 ECs master's thesis
Year 2	At FU 18 CCs compulsory and elective courses, and 3 CCs master's thesis (compulsory) from the EMA Chinese Economy curriculum or EMA Finance curriculum. Total (min.): 21 CCs

**Key facts**

Start of programme:	1 September
Duration (in semesters):	4
Total credits:	120 ECs
Language:	English
Type of degree:	<ul style="list-style-type: none"> <li>• Master of Science (MSc) <ul style="list-style-type: none"> <li>◦ Accountancy and Controlling (UG) or</li> <li>◦ BA-Change Management (UG) or</li> <li>◦ BA-Health (UG) or</li> <li>◦ BA-Management Account and Control (UG) or</li> <li>◦ BA-Small Business and Entrepreneurship (UG) or</li> <li>◦ BA-Strategic Innovation Management (UG) or</li> <li>◦ Econometrics, Operations Research and Actuarial Studies (UG) or</li> <li>◦ Economic Development and Globalization (UG) or</li> <li>◦ Economics (UG) or</li> <li>◦ Finance (UG) or</li> <li>◦ International Business and Management (UG) or</li> <li>◦ International Financial Management (UG) or</li> <li>◦ Marketing (UG)</li> </ul> </li> <li>• Master of Economics in World Economy or Finance (Fudan University)</li> </ul>
Admission:	<p>The admission requirements for the DDM programme are the regular admission requirements for the relevant FEB MSc programme in which the student starts the DDM programme. When the number of applicants for the DDM programme exceeds 30, the partners may decide to select candidates. The selection committee(s) will take into account factors such as motivation, GPA, absence of study delay, interest in gaining a global perspective on world economics and business and in particular, a desire to develop the skills and knowledge needed for an international career in or involving China.</p>
Application:	<p>All students apply via <a href="http://www.rug.studielink.nl">www.rug.studielink.nl</a> for one of the above-mentioned Master of Science programmes. Please go to: <a href="http://www.rug.nl/howtoapply">www.rug.nl/howtoapply</a>. The general application deadlines apply (1 May).</p> <p>Additionally:</p> <ul style="list-style-type: none"> <li>• Students with a bachelor's degree from FEB: please contact Ineke van Est (<a href="mailto:r.van.est@rug.nl">r.van.est@rug.nl</a>) before 1 May.</li> <li>• Students who are already registered in one of the above-mentioned FEB Master of Science programmes and want to apply, can contact Ineke van Est (<a href="mailto:r.van.est@rug.nl">r.van.est@rug.nl</a>). Application deadline: 15 March.</li> </ul>
Tuition fees	<a href="http://www.rug.nl/feb/education/study-programmes/doubleddegrees/tuition">www.rug.nl/feb/education/study-programmes/doubleddegrees/tuition</a>
Further information	<a href="http://www.rug.nl/masters/ddm-china-and-the-world-economy">www.rug.nl/masters/ddm-china-and-the-world-economy</a>

## 8.5 Georg-August University, Göttingen - DD MSc ED&G

### 8.5.1 Programme description

Programme coordinator:	Dr Anna Minasyan, a.minasyan@rug.nl, (050) 3633757
Secretariat:	Global Economics and Management, gem.feb@rug.nl, (050) 3633458

#### Programme profile

Georg-August University in Göttingen is a university with a long tradition. It has hosted several world-famous scientists, such as Albert Einstein, Carl Friedrich Gauss and Niels Bohr. One of the more recent strengths of Georg-August University is its research programme on poverty, inequality and growth. The strength of this research programme is clearly reflected in the quality of teaching in the field of micro-economic development studies.

In this programme, the quality of research and teaching regarding macro-oriented studies of growth, trade and structural change for which the UG is well-known is thus complemented with the opportunity to get in-depth knowledge of micro-economic aspects of these and other related fields, such as economic inequality, poverty and development policy. The courses in Göttingen and Groningen share a strong focus on empirical and econometric methods and approaches. As a consequence, graduates of this Double Degree programme are fully equipped for a career in international organizations such as the World Bank and UNCTAD. Graduates can also start a career in research.

#### What will students learn?

Having completed this DD, graduates will have:

- knowledge and expertise in the ways individual-, group- and country-level factors influence economic development. Students will develop competencies in problem-solving and strategic decision-making
- insight into the consequences of globalization for economic growth and the socio-economic and institutional differences between countries
- the ability to use of quantitative and econometric techniques for policy analysis and evaluation in a development context
- the ability to apply the tools of modern economic analysis to issues of development policy
- acquired analytical and business skills in an international context
- the capacity to evaluate critically different approaches to development analysis and policy that research and applied work in the development field now requires and
- the qualifications to enter foreign PhD programmes and work in international research institutions

#### Programme structure

	For FEB and GOT students
Year 1, semester 1	At GOT 30 ECs: 18 ECs compulsory, 12 ECs elective courses 18 ECs compulsory, 12 ECs elective courses
Year 1, semester 2	At GOT 30 ECs: 6 ECs compulsory, 24 ECs elective courses
Year 2, semester 3	At FEB 30 ECs: 15 ECs compulsory courses, 15 ECs elective course
Year 2, semester 4	At FEB 30 ECs: 20 ECs master theses, 10 ECs elective courses

**Key facts**

Start of programme:	1 September
Duration (in semesters):	4
Total credits:	120 ECTS
Language:	English
Type of degree:	<ul style="list-style-type: none"> <li>• MSc in Economic Development and Globalization (UG) and</li> <li>• MSc in International Economics, specialization Development Economics (Georg-August-University Göttingen)</li> </ul> <p>Graduates will receive two diploma supplements on which it will be noted that the respective degrees are awarded within the framework of the DD between Georg-August-University Göttingen and the UG.</p>
Admission:	<p>The admission requirements for this specialization are the same as those for the MSc Economic Development and Globalization programme, with an additional requirement that candidates should have:</p> <ul style="list-style-type: none"> <li>• a GPA of <math>\geq 7.0</math></li> <li>• a grade of the bachelor's degree thesis <math>\geq 7</math></li> <li>• completed intermediate courses in (development and international) economics and introductory courses in econometrics</li> <li>• 60 ECTS in Economics and a minimum 12 ECTS in math/statistics/econometrics.</li> </ul> <p>In selecting the limited number of admitted candidates, the respective selection committees will also take motivation into account.</p>
Application:	<p>Please go to <a href="http://www.rug.nl/howtoapply">www.rug.nl/howtoapply</a>. The application deadline (via Studielink and OAS) is 1 May. Students currently enrolled in a UG/FEB bachelor programme can apply until 1 June.</p>
Tuition fees:	<p><a href="http://www.rug.nl/feb/education/study-programmes/doubleddegrees/tuition">www.rug.nl/feb/education/study-programmes/doubleddegrees/tuition</a> In the first year, which is in Göttingen, there are no tuition fees only an enrollment semester fee.</p>
Further information:	<p><a href="http://www.rug.nl/masters/ddm-international-development-economics/">www.rug.nl/masters/ddm-international-development-economics/</a></p>

## 8.6 Lund University, Lund - DD MSc ED&G

### 8.6.1 Programme description

Programme director:	Prof. Robert Inklaar, r.c.inklaar@rug.nl, (050) 3634838
Programme coordinator:	Prof. Jutta Bolt, j.bolt@rug.nl, (050) 3638344
Information:	Prof. Jutta Bolt, j.bolt@rug.nl, (050) 3638344
Secretariat:	Global Economics and Management, gem.feb@rug.nl, (050) 3633458

#### Content

The MSc in Economic Development and Growth (MSc EDG) from the Lund University in Lund, Sweden trains the next generation of analysts, researchers and professionals in the field of development and growth issues with a high capability of independence. The programme combines the expertise of highly ranked European universities into a common platform with leading scholars in economics, economic history and demography.

In this DD students start with the MSc Economic Development and Globalization (ED&G), and within this master students have to choose the focus area Globalization, Growth and Development. They spend the first year studying development and international economics, statistics and long run development at FEB. In the second year students will further specialize in development and growth in relation to issues such as demographic change, institutions, sustainability and energy, innovation and human capital, at Lund University.

FEB has a high international profile in the field of economics, econometrics, development economics and economic history and hosts the Groningen Growth and Development Centre, a research institute that is famous for its study of long-term economic growth and productivity analysis worldwide. Lund University is specialized in economic growth and long-term development with a focus on Asia, Africa and Latin America besides Europe.

#### Key concepts of the programme

Becoming a trained expert in the field of development requires a wide variety of skills. Students will need the necessary theoretical and quantitative tools to grasp major debates in economics and other social sciences. At the same time, the complexity of development problems demands in depth, specialised understanding of context, institutions, and historical legacies in developing economies.

The programme provides thorough training in economics and quantitative methods. It also offers a variety of electives as shown in the overview of the programme structure.

A hallmark of the MSc EDG (Lund) is the emphasis on the personal contact between professors and students, achieved by small classes. Students are expected to complete, closely supervised by faculty, an independent research project at the end of each academic year. In the process, students will be able to develop their ability to organize and express own ideas and research in written form, while they will have the opportunity to improve presentation skills in workshops with other students and faculty members.

What will students learn?

Having completed this DD, graduates will have:

- knowledge and expertise in the ways individual, group and organizational factors influence organizational performance, problem solving and strategic decision making
- insight into the consequences of globalisation for multinational enterprises and the socio-economic and institutional differences between countries, in particular CEE countries
- the ability to apply the tools of modern economic analysis to issues of development policy and acquired analytical and business skills in an international context
- the capacity to evaluate critically different approaches to development analysis and policy

**Programme structure**

	<b>For FEB students</b>
Year 1, semester 1	At FEB This semester is the same as Semester 1 of the MSc ED&G (total 30 ECs), focus area Globalization, Growth and Development
Year 1, semester 2	At FEB This semester is the same as Semester 2 of the MSc ED&G (total 30 ECs), focus area Globalization, Growth and Development
Year 2, semester 3	At Lund Development of Emerging Economies 3 Electives
Year 2, semester 4	At Lund Comparative Analysis of Economic Change 1 Elective Master's Thesis Second Year Work-shop

**Key facts**

Start of programme:	1 September
Duration (in semesters):	4
Total credits:	120 ECs
Language:	English
Type of degree:	<ul style="list-style-type: none"> <li>• MSc in Economic Development and Globalization (FEB) and</li> <li>• MSc in Economic Development and Growth (Lund University)</li> </ul> Graduates will also receive a diploma supplement from FEB on which it is noted that the degree is awarded within the framework of the DD with Lund University, Lund.
Admission:	The admission requirements are the same as those for the MSc Economic Development and Globalization programme. Students admitted directly to the MSc Economic Development and Globalization at FEB, Groningen can apply for admission to the DD Master Economic Growth and Development prior to starting the MSc ED&G or during their first (winter) semester. Before being admitted to the second stage at Lund University, students must have completed the MSc ED&G in Groningen.
Application:	<a href="http://www.rug.nl/howtoapply">www.rug.nl/howtoapply</a>
Tuition fees	<a href="http://www.rug.nl/feb/education/study-programmes/doubledegrees/tuition">www.rug.nl/feb/education/study-programmes/doubledegrees/tuition</a>
Further information	<ul style="list-style-type: none"> <li>• <a href="http://www.rug.nl/masters/ddm-economic-development-and-growth-medeg">www.rug.nl/masters/ddm-economic-development-and-growth-medeg</a></li> <li>• <a href="http://www.lusem.lu.se/media/lusem/master/medeg.pdf">www.lusem.lu.se/media/lusem/master/medeg.pdf</a></li> </ul>

## 8.7 Lund University, Lund - DD MSc Finance

### 8.7.1 Programme description

Programme coordinator:	Dr Auke Plantinga, a.plantinga@rug.nl, (050) 3637174
Secretariat:	Grietje Pol, g.pol@rug.nl, (050) 36333685

#### Content

In this DD programme, students obtain two masters at two renowned universities: MSc Finance from FEB at the UG and Master of Finance from the Lund University School of Economics and Management (LUSEM). Both programmes are research driven. Yet, whereas the programme in Groningen is more practically oriented with courses such as company valuation, institutional investment management and banking, insurance and risk management, the programme at LUSEM goes deeper into theoretical modelling and applying econometric techniques.

#### What will students learn?

Having completed this DD, graduates will:

- have academic knowledge and expertise in solving complex financial problems
- be able to understand contemporary international literature in finance, be able to apply academic knowledge when analysing new or unknown financial problems,
- be able to deliver original contributions in an academic as well as a professional environment and
- have the experience of having worked and interacted in two different academic contexts, experience with interacting in a truly international environment, and experience of having studied at a renowned university in Sweden

#### Programme structure

	For FEB students	For LUSEM students
Year 1, semester 1	At FEB 30 ECs MSc Finance programme at FEB	At LUSEM 30 ECs MSc Finance at LUSEM
Year 1, semester 2	At FEB 30 ECs MSc Finance programme at FEB, including the MSc thesis (which counts for both programmes)	At LUSEM 30 ECs MSc Finance at LUSEM
Year 2, semester 3.1	At LUSEM Foundations of Finance (7.5 ECs); Financial Econometrics (7.5 ECs)	At FEB Corporate Finance for MSc Finance (5 ECs), Portfolio Theory (5 ECs), 5 ECs elective courses
Year 2, semester 3.2	At LUSEM Two of the three following courses: Empirical Finance (7.5 ECs); Theory of Corporate Finance (7.5 ECs); Economic and Financial Decision Making (7.5 ECs)	At FEB Three of the four following courses: Corporate Valuation for MSc Finance (5 ECs), Energy & Finance (5 ECs), International Financial Reporting (5 ECs), Responsible Finance and Investing (5 ECs)



**Key facts**

Start of programme:	1 September
Duration (in semesters):	3
Total credits:	90 ECs
Language:	English
Type of degree:	<ul style="list-style-type: none"> <li>• MSc Finance (UG) and</li> <li>• Master of Finance (Lund University)</li> </ul> <p>Graduates will receive two degrees on which it will be noted that the respective degrees are awarded within the framework of the DD between Lund University and the UG.</p>
Admission:	<p>The admission requirements for the Finance Master at Lund University are similar to those for the MSc Finance at the UG. Students need to complete the MSc Finance programme and have sufficient English proficiency, that is, TOEFL IBT test with a score of 90 (no sub-scores required) or IELTS 6.5. Annually, the double degree master (DDM) programme coordinators will agree on a maximum number of students to be allowed to enter each of the DDM tracks. In case the number of applications for the DDM track exceeds the number of places available, the home university is responsible for selecting the candidates for the DDM track. The main selection criterion will be the students' GPA for the coursework of semester 1.</p>
Application:	<p>For students not yet enrolled in the MSc Finance, please go to: <a href="http://www.rug.nl/howtoapply">www.rug.nl/howtoapply</a>. The application deadline (via Studielink and OAS) is 1 May. The application deadline for the MSc Finance at Lund University is 1 January (contact: <a href="mailto:a.plantinga@rug.nl">a.plantinga@rug.nl</a>).</p>
Tuition fees:	<p><a href="http://www.rug.nl/feb/education/study-programmes/doubleddegrees/tuition">www.rug.nl/feb/education/study-programmes/doubleddegrees/tuition</a></p> <p>There is no tuition fee for studying at Lund University for EU citizens; fees for non-EU/EEA students are SEK 60,000 for six months (roughly €6,280).</p>
Further information	<a href="http://www.rug.nl/masters/ddm-finance/">www.rug.nl/masters/ddm-finance/</a>

## 8.8 Newcastle University Business School - DD MSc IB&M

### 8.8.1 Programme description

Programme coordinator:	Dr Bartjan Pennink, b.j.w.pennink@rug.nl, (050) 3633243
Information:	Ineke van Est, r.van.est@rug.nl, (050) 3636692

#### Content

The Double Degree MSc International Business and Management - NUBS, Newcastle is a highly unique degree programme, delivered by two academically renowned European institutions: Newcastle University Business School (NUBS) and FEB. The programme will enable participants to engage with the issues experienced by internationally oriented organisations. Within this context, attention is paid to comparative analyses of countries, institutions, cultures and the strategic decision-making of companies operating within this environment.

The collaborative approach to this programme provides students with the opportunity to:

- study a distinctive and internationally focused curriculum in business and management
- study at two highly respected universities
- gain a dual award degree (MA and MSc) enabling participants to prepare for and/or further develop a successful career in international business and management and
- live in two of Europe's most exciting and friendly cities

The programme is modular in structure, comprises 90 ECs and is a full-time programme of 17 months. Students will take one semester at FEB and one semester at NUBS, Newcastle. Supervision for the dissertation is managed jointly by the two institutions.

#### What will students learn?

Having completed the programme, graduates will have:

- an ability to apply their knowledge and understanding of international business management to complex issues, both systematically and creatively
- an in-depth knowledge of marketing theories, including advanced skills in the analysis of markets in an international context
- an understanding of management, leadership and business practice within international organisations
- an opportunity to conceptualise real world problems using analytical frameworks drawn from marketing, international marketing and international business theory
- an ability to critically evaluate these issues within the context of the activities of businesses, government and non-governmental organisations

#### Programme structure

	For FEB students	For NUBS students
Year 1, semester 1	At FEB 30 ECs compulsory courses and elective MSc IB&M	At NUBS 30 ECs courses and electives at NUBS
Year 1, semester 2	At NUBS 30 ECs courses and electives at NUBS, including Research Seminar (compulsory)	At FEB 30 ECs compulsory MSc IB&M courses 5 ECs elective MSc IB&M
Year 2, semester 3	At FEB and NUBS 5 ECs elective MSc IB&M Writing joint master's thesis at UG or NUBS under joint FEB/NUBS supervision, with final grading by FEB and NUBS	At FEB and NUBS 5 ECs elective MSc IB&M Writing joint master's thesis at UG or NUBS under joint FEB/NUBS supervision, with final grading by FEB and NUBS

**Key facts**

Start of programme:	1 September
Duration (in semesters):	3
Total credits:	90 ECs
Language:	English
Type of degree:	<ul style="list-style-type: none"> <li>• MSc in International Business and Management (UG) and</li> <li>• MSc in Advanced International Business Management and Marketing (for students who start in Groningen, degree from Newcastle University) or MA in Advanced International Business Management (for students who start in Newcastle, degree from Newcastle University).</li> </ul> <p>Graduates will also receive a diploma supplement in Groningen on which it is noted that the UG degree is awarded within the framework of the DD with Newcastle University.</p>
Admission:	<p>For students who start in Groningen: The admission requirements for this double degree are the same as those for the MSc International Business and Management.</p> <p>For students who start in Newcastle: The admission requirements for this double degree are the same as those for the MSc International Business Management of NUBS.</p>
Application:	<ul style="list-style-type: none"> <li>• For students who start in Groningen: students apply via <a href="http://www.rug.studielink.nl">www.rug.studielink.nl</a> for the MSc IB&amp;M. Please go to: <a href="http://www.rug.nl/howtoapply">www.rug.nl/howtoapply</a>. The general application deadlines apply. In September –when students have started with the MSc IB&amp;M- students can indicate that they wish to do the double degree programme. There is no selection procedure.</li> <li>• For students who start in Newcastle: Apply at Newcastle University Business School</li> </ul>
Tuition fees	<a href="http://www.rug.nl/feb/education/study-programmes/doubleddegrees/tuition">www.rug.nl/feb/education/study-programmes/doubleddegrees/tuition</a>
Further information	<a href="http://www.rug.nl/masters/ddm-advanced-international-business-management-and-marketing/">www.rug.nl/masters/ddm-advanced-international-business-management-and-marketing/</a>

**Career prospects**

The MSc IB&M is focused on business and management aspects related to the multinational enterprise. Graduates will have advanced academic knowledge and understanding of management and leadership issues within multinational companies, international business strategy and comparative institutional approaches. They will have specific research skills that are crucial to management's ability to analyse new environments and pertinent developments and the necessary social communication skills to operate in an international context. Upon completion of the programme, graduates can take up positions in (multinational) corporations and (international) governmental organizations. Alternatively, they might opt for an academic career as PhD researcher.

## 8.9 Newcastle University Business School - DD MSc TOM

### 8.9.1 Programme description

Programme director:	Dr Martin Land, m.j.land@rug.nl, (050) 3637188
Programme coordinator:	Dr Jasper Veldman, j.veldman@rug.nl, (050) 3637490
Secretary:	Renny Kooi-Kamphuis, r.kooi@rug.nl, 050 3637100

#### Content

The programme enables students to deepen their knowledge and skills in the fields of operations management, technology management and supply chain management. It provides advanced knowledge and understanding of how to improve business performance and organise competitive advantages in various industries. In addition, it enhances the general intellectual development of students, including the improved capacity for data-driven enquiry and problem solving, critical thinking and analysis.

#### What will students learn?

Having completed this double degree, graduates will have:

- advanced knowledge of operations management in different business environments and cultural contexts as a means of improving organisational performance
- the necessary specialist knowledge and skills appropriate to pursue careers in operations management, technology management, supply chain management, general management or consulting
- personal and interpersonal skills, such as report writing, presentation, working in groups and an appreciation of working in a multicultural environment
- advanced research skills, the ability to critically evaluate and utilise current research and to make a relevant contribution to organisations and research community

#### Programme structure

	For FEB and NUBS students
Year 1, semester 1	At NUBS 30 ECs core and compulsory courses
Year 1, semester 2	At FEB 30 ECs core and compulsory courses
Year 2, semester 3	At FEB and NUBS 30 ECs joint FEB/NUBS Master's Thesis Project

#### Key facts

Start of programme:	1 September
Duration (in semesters):	3
Total credits:	90 ECs
Language:	English
Type of degree:	<ul style="list-style-type: none"> <li>• MSc in Technology and Operations Management (UG) and</li> <li>• MSc in Operations and Supply Chain Management (Newcastle University)</li> </ul> <p>Graduates will also receive a diploma supplement on which it is noted that the UG degree is awarded within the framework of the DD with Newcastle University.</p>

Admission:	<ul style="list-style-type: none"> <li>• For EU students who apply for the double degree with the UG, the admission requirements are the same as those for the UG's MSc TOM.</li> <li>• For students who apply for the double degree with Newcastle University, the entry requirements for the double degree are the same as those for Newcastle University's MSc in Operations and Supply Chain Management.</li> </ul>
Application:	<p>EU students already registered in an undergraduate programme at the UG that grants direct admission to the MSc TOM programme should submit their applications via the DD coordinator: <a href="mailto:j.veldman@rug.nl">j.veldman@rug.nl</a> (deadline 1 May). For more information, see: <a href="http://www.rug.nl/masters/ddm-operations-management/">http://www.rug.nl/masters/ddm-operations-management/</a></p> <p>NB</p> <ul style="list-style-type: none"> <li>• EU students of an undergraduate programme of the UG with direct admission to the MSc Technology and Operations Management (i.e. all FEB bachelor's programmes, the Pre-MSc Technology and Operations Management as well as the BSc Industrial Engineering and Management) may apply for admission to this DD through the procedure described below.</li> <li>• They have to submit their application to the coordinator. Application includes:             <ul style="list-style-type: none"> <li>◦ writing a motivation letter</li> <li>◦ providing a copy of their university grades (results)</li> <li>◦ indicating completion of the undergraduate programme or providing evidence that it will be completed before the DD starts</li> <li>◦ showing proficiency in mathematics through a listing of the grades on relevant courses</li> </ul> </li> </ul>
Tuition fees	<a href="http://www.rug.nl/feb/education/study-programmes/doubleddegrees/tuition">www.rug.nl/feb/education/study-programmes/doubleddegrees/tuition</a>
Further information	<a href="http://www.rug.nl/masters/ddm-operations-management">www.rug.nl/masters/ddm-operations-management</a>

## 8.10 Universidad de Chile - DD MSc Economics

### 8.10.1 Programme description

Programme director:	Prof. Marco Haan, m.a.haan@rug.nl, (050) 3637327
Programme coordinator:	Dr Christiaan van der Kwaak, c.g.f.van.der.kwaak@rug.nl, (050) 3633760
Language:	English

#### Content

The Master Economic Analysis offered by Faculty of Economics and Business (Facultad de Economía y Negocios, FEN) of the University of Chile, aims to tackle the problems and challenges of emerging economies from an applied perspective. The programme trains economic experts and provides them with excellent skills enabling them to analyse policies and economic decisions, both in public and private areas. Graduates of the programme will be able to work as consultants or staff for multilateral organizations, governments and private institutions in the private sector. The World Bank rated the programme as “preferred university” programme, a categorization enabling students to apply for scholarships provided by this organization.

The DD programme offers students an opportunity to gain comprehensive knowledge of the problems and challenges of emerging economies from an applied point of view. Students are trained to analyse policies and economic decisions, both in public and private areas. In addition, students have the opportunity to experience international student life in two different cultures with sufficient time spent in each environment to obtain a thorough understanding of both cultures and to graduate after 18 months with two nationally and internationally recognised master’s degrees from two outstanding, research-driven institutions in Chile and The Netherlands.

The programme consists of two parts. Students who start the programme in Groningen enroll in the MSc Economics. On successful completion of the master’s programme (equivalent to 60 ECs, i.e. two semesters of 30 ECs), students deregister from FEB and continue their studies at FEN, where they complete another six months of study (i.e. one semester), equivalent to 30 ECs. After finishing their course work at FEN, they have completed 90 ECs (including the master’s thesis) for which they receive degrees from both universities. FEN will recognize the courses and thesis completed during the two semesters at FEB as counting for their own Master Economic Analysis degree. After successfully completing the courses during the semester at FEN, students will obtain the Master Economic Analysis degree. Which courses students take during this semester depends on the electives they chose at the UG. In order to satisfy the FEN graduation requirements, during the three semesters, students need to complete at least two courses in macroeconomics; two courses in microeconomics; two courses in econometrics and three elective courses.

Students starting at the FEN enrol in the Master Economic Analysis and complete one year of course work (equivalent to 60 ECs), after which they are eligible for enrollment in the second semester of the MSc Economics at FEB. Having completed this semester in Groningen, equivalent to 30 ECs, they have completed 90 ECs (including the master’s thesis) for which they receive degrees from both universities. On completion of the first year of the Master Economic Analysis at the FEN students enter the second semester of the MSc Economics at FEB. They can choose from different electives depending on the electives they chose in the first year of their studies at the FEN. Moreover, during their stay at FEB they write their master’s thesis. In order to satisfy the FEN graduation requirements, during the three semesters students need to complete at least two courses in macroeconomics; two courses in microeconomics; two courses in econometrics and three elective courses.

#### What will students learn?

Having completed this DD, graduates will have:

- knowledge and expertise in the ways individual, group and organizational factors influence organizational performance, problem solving and strategic decision making
- insight into the consequences of globalisation for multinational enterprises and the socio-economic and institutional differences between countries, in particular differences

- between European countries and emerging economies (specifically those in Latin America)
- the ability to apply the tools of modern economic analysis to issues of development policy
- acquired analytical skills in an international context;
- the capacity to evaluate critically different approaches to development analysis and policy
- comprehensive knowledge of the economy and policy making, especially in the context of emerging economies and
- the qualifications to enter PhD programmes and work in international research institutions

### Programme structure

	<b>For FEB students</b>	<b>For FEN students</b>
Year 1, semester 1	At FEB 15 ECs compulsory and 15 ECs elective courses MSc Economics = 30 ECs	At FEN 4 core and elective courses = 24 ECs
Year 1, semester 2	At FEB 10 ECs elective courses MSc Economics, 20 ECs master's thesis = 30 ECs	At FEN 4 core and elective courses = 24 ECs
Year 2, semester 3	At FEN 5 elective courses = 30 ECs; which courses students take in the third semester depends on the electives they chose in the first two semesters at FEB. In order to satisfy the FEN graduation requirements, during the three semesters, students need to complete at least: 2 courses in macroeconomics; 2 courses in microeconomics; 2 courses in econometrics and three elective courses	At FEB 2 elective courses (= 10 ECs); 20 ECs master's thesis = 30 ECs; which courses students take in the third semester depends on the electives they chose in the first two semesters at FEN. In order to satisfy the FEN graduation requirements, during the three semesters, students need to complete at least: 2 courses in macroeconomics; 2 courses in microeconomics; 2 courses in econometrics and three elective courses

### Key facts

Start of programme:	1 September (for students from FEB) 2nd week of March (for students from Chile)
Duration (in semesters):	3
Total credits:	90 ECs
Language:	English
Type of degree:	<ul style="list-style-type: none"> <li>• Master of Science (MSc) in Economics (UG) and</li> <li>• Master in Economic Analysis (Universidad de Chile)</li> </ul>

Admission:	<ul style="list-style-type: none"> <li>For FEB students: The admission requirements for this programme are identical to the admission requirements for the MSc Economics. Students who start their programme at FEB will automatically satisfy FEN's English language requirements. In selecting candidates, the selection committee(s) will take account of factors such as motivation, GPA, absence of study delay, interest in gaining a global perspective on world economics and business and in particular, a desire to develop the skills and knowledge needed for an international career in or involving emerging economies.</li> <li>For FEN students: The admission requirements for this programme are identical to the admission requirements for the Master in Economic Analysis. Students who start the programme at FEN also need to satisfy the regular FEB English language requirements by the time they come to Groningen (i.e. IELTS 6.5 or TOEFL 580 or equivalent).</li> </ul>
Application:	<ul style="list-style-type: none"> <li>For FEB students: Students who are already registered in the MSc Economics can contact dr. Christiaan van der Kwaak (c.g.f.van.der.kwaak@rug.nl). Application deadline for students already enrolled at FEB (as Bachelor or Master student): 1 January. All other students can apply online. Please go to: <a href="http://www.rug.nl/howtoapply">www.rug.nl/howtoapply</a>. The general application deadlines apply.</li> <li>For FEN students: Application deadline: 1 November.</li> </ul>
Tuition fees	<a href="http://www.rug.nl/feb/education/study-programmes/doubleddegrees/tuition">www.rug.nl/feb/education/study-programmes/doubleddegrees/tuition</a>
Further information	<a href="http://www.rug.nl/masters/ddm-economics-and-economic-analysis/">www.rug.nl/masters/ddm-economics-and-economic-analysis/</a>

### Specific progression requirements for the DD

For legal reasons FEB students who want to participate in the programme will be registered as FEN students in January of the year after they start their FEB MSc Economics programme. However, they will only be allowed to actually start the FEN part of the programme after they have completed all the work for the MSc Economics at FEB in June. This includes the master's thesis project, which consists of writing an academic research paper and attending a research seminar. At FEN, they follow the courses of the FEN's Master Economic Analysis in FEN semester 2 (i.e. July-December). After successfully completing the courses in this semester, they will obtain the degree from the Universidad de Chile, assuming that the courses in macroeconomics, microeconomics, econometrics plus at least two electives, as well as the thesis they have completed for the MSc Economics at FEB are accepted by FEN. FEN students can only enrol in FEB's MSc Economics after they have completed the courses of semester 1 and 2 (total 48 credits) of the Master Economic Analysis at FEN in December. They follow the courses of FEB's Master Economics in FEB's semester 2 (i.e. February-June), which means that they follow at least two of the four economics courses offered during this semester and that they write their master's thesis. The master's thesis project consists of writing an academic research paper plus a research seminar. After successfully completing the courses and the master's thesis in this semester, they will obtain the degree from the University of Groningen.



## 8.11 Università Cattolica del Sacro Cuore, Milan -DD MSc IFM

### 8.11.1 Programme description

Programme director:	Dr Auke Plantinga a.plantinga@rug.nl, (050) 3633692
Programme coordinator:	Dr Halit Gonenc, h.gonenc@rug.nl, (050) 3634237
Secretary:	Ellie Jelsema, e.t.jelsema@rug.nl

#### Content

FEB and Università Cattolica del Sacro Cuore (UCSC), Milan, have joined forces to set up a high-quality, two-year double degree master in the fields of banking, risk and financial management, and international finance.

Students start the first year in Milan and learn to integrate financial models, firm-specific as well as industry and economic factors in their decision-making process. Courses in econometrics and quantitative methods provide strong analytical foundations to underline the importance of risk management.

In Groningen, during the second year, students will learn about the different aspects of financial management in an international business environment and write a master's thesis, which will be part of both programmes.

By the end of this double degree programme, graduates will have two diplomas from two highly ranked universities: MSc International Financial Management and Laurea Magistrale in Banking and Finance.

The programme focuses on the study of financial management from a broad perspective of international orientation. The curriculum is designed to provide graduates with the skills they will need to operate as a good financial manager in an internationally operating firm or organization. These days internationally oriented firms and organizations look for professionals who can also use and understand advanced tools and techniques for managing risks and challenges they face in the international environment. Therefore, the DDM MSc IFM and Master in Banking and Finance offers students a programme that matches the demand of the market for professionals who can cope with challenges in international financial operations.

#### What will students learn?

Graduates from this programme will be able to:

- make decisions at the strategic level in many different private and public organisations that are internationally oriented
- choose the appropriate analytical techniques for analysing and managing international financial problems
- provide and present relevant information for businesses operating internationally
- apply the theory of international finance and accounting to practical situations
- carry out and present research findings on issues in international financial management

#### Programme structure

Year 1, semesters 1 and 2	Study at UCSC, Milan
Year 2, semesters 1 and 2	Study at UG, Groningen
	Identical to MSc IFM Total 60 ECTS
	The courses taken in year 2 at UG are counted by UCSC as 63 CFU for the Laurea Magistrale in Banking and Finance degree.

### Key facts

Start of programme:	1 September
Duration (in semesters):	4
Total credits:	120 ECs
Language:	English
Type of degree:	<ul style="list-style-type: none"> <li>• MSc IFM (UG), and</li> <li>• Laurea Magistrale in Banking and Finance (UCSC)</li> </ul> <p>Graduates will receive two degrees on which it will be noted that the respective degrees are awarded within the framework of the DD between the UG and UCSC.</p>
Admission:	<p>The DD Master programme comprises two phases:</p> <ul style="list-style-type: none"> <li>• Year 1 is at UCSC in Milan.</li> <li>• Year 2 is at UG in Groningen.</li> </ul> <p>To be admitted to year 1 of the programme at UCSC Milan, candidates need to meet the entry requirements of UCSC's Laurea Magistrale degree programme in Banking and Finance. Students need to follow the entry requirements and the admission process at UCSC Milan.</p> <p>Students who are admitted to UCSC Milan and who have successfully completed the required courses of year 1 of the Programme at UCSC, meet the entry requirements of MSc IFM at UG and can progress to year 2.</p> <p>In case there are more candidates for the Programme than places available, candidates will be selected according to selection criteria jointly defined and agreed upon by UCSC and UG.</p> <p>The partner institutions may decide to limit the number of students that can enrol in the Programme. Whether they want to do this and if so, what the maximum number of students will be, will be determined annually in mutual agreement by the partner institutions.</p>
Application:	<ul style="list-style-type: none"> <li>• Candidates for the programme will apply at UCSC, taking into account UCSC's relevant deadlines for application and registration.</li> <li>• Candidates that want to progress to year 2 of the Programme at UG, starting in September, need to apply for admission to UG's MSc IFM by 1 May in Studielink and the Online Application System (OAS).</li> </ul>
Tuition fees	<p>Double degree candidates shall be enrolled and pay tuition and associated fees in the following manner:</p> <ul style="list-style-type: none"> <li>• Year 1: Double degree candidates shall be registered and pay tuition and associate fees at UCSC. Health insurance, insurance against liability claims, further social fees, travel and living costs are the responsibility of the student.</li> <li>• Year 2: Double degree candidates shall be registered at and pay tuition and associate fees at UCSC, and also be registered at and pay tuition and associated fees at UG. Health insurance, insurance against liability claims, further social fees, travel and living costs are the responsibility of the student.</li> </ul>
Further information	<a href="http://www.rug.nl/masters/international-financial-management/">www.rug.nl/masters/international-financial-management/</a>

## 8.12 University of Münster - DD MSc Marketing-MADS

### 8.12.1 Programme description

Programme coordinator:	Dr Hans Risselada, h.risselada@rug.nl, (050) 3636288
Secretariat:	Bertina Wever, marketing.education@rug.nl, (050) 3637065

#### Content

The School of Business and Economics, University of Münster (SBE-Münster) and FEB have set up two high quality, 2-year double degree master's programmes, in:

- Marketing and Finance, and
- Marketing and Information Systems.

This is a unique opportunity to expand and deepen knowledge and expertise in a chosen specialization field of marketing, to experience a new and challenging research and teaching environment and to graduate with two stand-alone master's degrees.

The Double Degrees MSc in Marketing (DD MSc Marketing) aim to educate market-oriented leaders for the modern economy. In the FEB programme, the focus is on customer relations and customer insights. Students learn how to collect data about customers and how to analyse these using the latest and most advanced marketing research methods. Besides, students will be educated and trained more thoroughly on methods that allow them to analyse and model (secondary, big) data to track the marketing performance of the firm and generate new customer insights.

The SBE-Münster programmes are founded on the pillars:

- value-based marketing and finance, and
- value-based marketing and information systems.

Students learn how marketing programs can be designed that create value for both customers and the firm. For all students in these programmes, a master's thesis (20 ECs) is written at FEB and a research paper (10 ECs) is written at SBE-Münster.

Be aware, that the programme Marketing and Finance at SBE-Münster does require some financial knowledge.

Note that students cannot apply for the two-year DD MSc as such. Students have to apply for a second year at SBE-Münster after they successfully completed the first semester of the MSc Marketing-Marketing Analytics and Data Science profile. So, after having been admitted to the MSc Marketing and having completed the first semester, students still go through a selection procedure to be admitted to the second year at SBE-Münster.

#### What will students learn?

Having completed these double degrees, graduates will have:

- knowledge of traditional and modern marketing techniques and knowledge of basic and advanced marketing research techniques
- learned how to collect data about customers and how to analyse these using the latest and most advanced methods for analysing consumer behaviour
- learned how to measure financial implications of marketing strategies
- create value for the customer by designing marketing programmes
- acquired the qualifications to enter PhD programmes and work in international research institutions

Additionally, students in the DD MSc Marketing and Information Systems will learn:

- structuring and analysing large customer datasets

### Programme structure

	For FEB students	For SBE students
Year 1, semester 1	At FEB 30 ECs advanced courses MSc Marketing - Marketing Analytics and Data Science	At SBE 30 ECs core and elective courses MSc BA Major Marketing and Minor Finance or Minor Information Systems
Year 1, semester 2	At FEB 10 ECs advanced courses MSc Marketing - Marketing Analytics and Data Science and master's thesis (20 ECs)	At SBE 30 ECs core and elective courses MSc BA Major Marketing and Minor Finance or Minor Information Systems
Year 2, semester 3	At SBE 30 ECs core and elective courses MSc BA Major Marketing and Minor Finance or Minor Information Systems	At FEB 30 ECs core courses MSc Marketing - Marketing Analytics and Data Science
Year 2, semester 4	At SBE 30 ECs core and elective courses MSc BA Major Marketing and Minor Finance or Minor Information Systems	At FEB 10 ECs core and elective courses and master's thesis (20 EC)

### Key facts

Start of programme:	1 September
Duration (in semesters):	4
Total credits:	120 ECs
Language:	English
Type of degree:	<ul style="list-style-type: none"> <li>MSc Marketing - Marketing Analytics and Data Science (UG) and</li> <li>MSc BA with Major in Marketing and Minor in Finance (School of Business and Economics, University of Münster, Germany) or</li> <li>MSc BA with Major in Marketing and Minor in Information Systems (School of Business and Economics, University of Münster, Germany).</li> </ul> <p>Graduates will also receive a diploma supplement on which it is noted that the UG degree is awarded within the framework of the DD with SBE, University of Münster.</p>
Admission:	<ul style="list-style-type: none"> <li>Students cannot apply for the two-year DD MSc as such. Students have to apply for a second year in Münster after they have successfully completed the first semester of the MSc Marketing/ profile Marketing Analytics and Data Science. There is a selection procedure.</li> <li>The admission requirements for this double degree are the same as those for the MSc Marketing, profile Marketing Analytics and Data Science at FEB and the MSc BA at SBE, University of Münster. All students should have completed semesters 1 and 2 of year 1 with a GPA of <math>\geq 7.2</math>.</li> <li>Selection for year 2 of the double degree takes place at the home university during semester 2 of year 1. Only candidates who can demonstrate that satisfactory progress has been made in semester 1 are eligible for the DD.</li> <li>5 students from Groningen and 5 students from Münster will be admitted to the double degree each year.</li> </ul>

Application:	<p>For students not yet registered at FEB, please go to: <a href="http://www.rug.nl/howtoapply">www.rug.nl/howtoapply</a>. For students currently registered in Year 1 at FEB, the application deadline is 1 February.</p> <p>NB Students remain enrolled at the home university and pay the home university fee until they have completed the 124 ECs of the DD programme.</p>
Tuition fees	<p><a href="http://www.rug.nl/feb/education/study-programmes/doubledegrees/tuition">www.rug.nl/feb/education/study-programmes/doubledegrees/tuition</a></p>
Further information	<p><a href="http://www.rug.nl/masters/ddm-marketing-finance/">www.rug.nl/masters/ddm-marketing-finance/</a></p>