

**Additional Regulations with Respect to Reviews and Examinations  
in Accordance with Article 7(12b) (3) of the Higher Education and Research Act**

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**Article 1: Definitions**

**- Types of examinations/reviews**

The following methods of evaluation are employed at the Conservatorium van Amsterdam:

- entrance examinations (practical, oral or written)
- examinations (practical, oral or written)
- other, like papers/theses
- individual assessments
- practical final examinations

**- Artistic Directorship**

For the purposes of these regulations, the Artistic Directorship is made up of the Vice Director / Head of the Classical Department and the Vice Director / Head of the Jazz and Popular Music Department.

**- Board of examiners**

With regard to the preparation and/or implementation of parts of examinations, boards of examiners can be established as referred to in section 7(12) of the Act. The board of examiners will be appointed by the examination board.

**- Examination Board**

The Board, referred to in article 7.12 of the Higher Education and Research Act. The Board's responsibilities include ensuring the quality of the examinations. The Examination Board is the objective and expert body which determines whether a student meets the conditions imposed by the Education and Examination Regulations regarding knowledge, understanding and skills required to obtain a degree. The Examination Board is appointed by the Executive Board of the AHK. See also article 2 of this act.

**- Examiners**

The Examination Board will appoint the committees charged with assessing the examinations and reviews, referred to in article 7.12c of the Higher Education and Research Act.

## **Article 2: Examination Board**

2.1 Information regarding the membership and work methods of the Examination Board, can be found in the AHK regulations Examination Board (to be found on AHK) and in the general part of the study guide.

## **Article 3: Board of examiners**

3.1. A committee administering a practical examination will consist of at least three members and will be chaired either by one of the members of the Examination Board or by an examiner appointed for this purpose.

3.2. A committee administering a final practical examination will consist of at least five members and will be chaired by one of the members of the Examination Board or by an examiner mandated for this purpose.

3.3. The committee for the final practical examination has at least one external expert member. The committee administering an oral examination will consist of at least two members.

3.4. The examination or final examination may be cancelled if the make-up of the committee deviates from the requirements set out above, in which case a new opportunity to take the examination or final examination must be offered to the candidate as quickly as possible and within a period not to exceed one month. In case of force majeure, and in consultation with the candidate, this could be overruled.

## **Article 4: Evaluation Methods**

4.1. The results of an examination are measured in numbers or by means of a description. Marks in number form will have one decimal place. If descriptions are used, these will be based on a list of examples of accepted descriptions drawn up by the Student Registrar Office.

4.2. When numbers are used, a mark of 5.5 or higher will be deemed satisfactory. When descriptions are used, 'sufficient' [voldoende] will be deemed satisfactory, and 'not sufficient' [onvoldoende] will be deemed unsatisfactory.

4.3. For final practical examination only whole and half numbers, or a description, may be used.

## **Article 5: Individual Assessments**

5.1. Individual assessments will be carried out by the principal subject teacher at the end of the academic year in question. The study co-ordinator or a relevant department representative will also sign the report sheet.

## **Article 6: Method of Deliberation and Voting**

6.1. The method of deliberation and voting of the Board of Examiners, has been fixed by the Examination Board in the document *Procedure assessment and committee deliberation regarding practical final exams bachelor*,

*master & associate degree and Procedure assessment and committee deliberation regarding practical transition exams bachelor, master & associate degree.*

**Article 7: Results**

7.1. A result of either passing [geslaagd] or failing [gezakt] may be given.

7.2. If it is decided that the candidate should be allowed to resit the examination, the department representative will ensure that the date, time and location of the second examination are set as quickly as possible.

**Article 8: Additional Matters**

8.1 In cases where these regulations or article 7.12b of the Higher Education and Research Act do not provide, the Examination Board's decision will be binding.

**Article 9: Adoption and Entry Into Force**

9.1. These modified regulations were adopted by the Examination Committee of the Conservatorium van Amsterdam on 21 April 2022 and has become effective as from 1 September 2022.