



Universiteit Leiden

Course and Examination Regulations

Valid from 1 September 2013

Programme-specific section

Master's programme: Asian Studies (120 ec)

These course and examination regulations have been drawn up in accordance with Section 7.13 of the Higher Education and Research Act [*Wet op het hoger onderwijs en wetenschappelijk onderzoek*] (WHW) (henceforth the Act) and additional quality marks as set out in the framework document Leiden University Register of Study Programmes [*Leids universitair register opleidingen*].

Pursuant to Section 7.14 of the Act the faculty board regularly evaluates the course and examination regulations and assesses, for the purpose of monitoring and, if necessary, adjusting the study load, the time it takes students to comply with the regulations. In conformity with Section 9.18 of the Act, the department teaching committee is assigned the task of annually assessing how the course and examination regulations are implemented.

These course and examination regulations consist of two sections: a general section that is the same for all programmes and a section that contains information specific to a particular programme. This programme-specific section forms a whole with the general section, and only contains the articles with content that is specific to a particular programme.

Contents

1. General Provisions
2. Description of the Programme
3. Curriculum
4. Examinations, Final Examination and Further Education
5. Admission to the Programme
6. Student Counselling and Study Advice
7. Transitional Provisions
8. Final Provisions

Appendices

Appendix D – Curriculum

Appendix F – Maximum capacity and admission procedure for the specialisation in Japanese Studies

Appendix G – Maximum capacity and admission procedure for the specialisation in Chinese Studies

Appendix H – Maximum capacity and admission procedure for the specialisation in Korean Studies

Article 2.1 Objectives of the Programme

The programme has the following objectives:

1. to help students acquire academic knowledge, understanding and skills and use of academic methods in the field of Asian Studies;
2. to help students develop academic skills in:
 - independent academic reasoning and conduct,
 - analysing complex problems,
 - academic reporting;
3. to prepare students for an academic career and further education;
4. to prepare students for a career outside academia.

Article 2.2 Specialisations

The programme has the following specialisations:

- Chinese Studies
- Japanese Studies
- Korean Studies

Article 2.3 Achievement Levels

Graduates of the programme have attained the following achievement levels:

1. *Knowledge and understanding*
 - a. foundational knowledge of the history and development of Asian (Chinese/Japanese/Korean) Studies;
 - b. knowledge of research in social sciences and humanities disciplines that is grounded in Asian (Chinese/Japanese/Korean) Studies;
 - c. understanding of the concepts, terminology and approaches relevant to the regional and disciplinary specialisation of the student, and their application in original research;
 - d. understanding of aspects and/or countries in East Asia in the context of East Asia as a whole.
2. *Applying knowledge and understanding*
 - a. knowledge of the main humanities and social science research methods and techniques and their application in Asian (Chinese/Japanese/Korean) Studies;
 - b. skills in locating, retrieving, assessing and using sources and specialist secondary literature for the purposes of original research;
 - c. the ability to independently design, conduct and complete original research on an aspect of Asian (Chinese/Japanese/Korean) Studies.
3. *Judgement*
 - a. the ability to form a judgment on the basis of incomplete or limited information, whilst also taking into account the social and ethical responsibilities that come with the application of knowledge and assessments.
4. *Communication*

- a. the ability to interpret and comment on aspects and/or countries of East Asia for specialist and non-specialist audiences, and to act as cultural intermediary;
- b. the ability to report, debate and discuss in a professional setting, both orally and in writing.

5. *Modern language*

- a. excellent command of Chinese, Japanese or Korean that enables the alumnus to use the language for academic and professional purposes;

6. *Classical language*

In addition, the following achievement levels apply for all specialisations, if relevant for students specialising in the pre-modern period:

- a. excellent command of pre-modern Chinese, classical Japanese or classical Korean
- b. the ability to locate, assess and use original sources in pre-modern Chinese, classical Japanese, classical Korean.

Article 2.5 Study Load

The programme has a study load of 120 credits.

Article 2.8 Language of instruction

In compliance with the Code of Conduct regarding Foreign Languages [Gedragscode voertaal] the language of instruction and examination of the programme is English.¹ Students are expected to have an adequate command of the language(s) of instruction of the programme.

Article 3.1 Compulsory Components

3.1.1 The programme includes compulsory components totalling a study load of 120 credits. These compulsory components include the optional courses [*keuzevakken*] from which a student is obliged to choose. The compulsory components are listed in Appendix D. The study load (in credits) and the level is listed per course. In the second year of the programme, Asian language acquisition courses should not exceed 15 EC. Students who wish to take more (for instance to start with learning a second Asian language) will have to apply for permission by the Examinations Committee.

Article 3.4 Participation in courses

3.4.2 Not applicable.

Article 4.2 Obligatory Order

The following components with their attendant examination cannot be taken before the examinations of the components listed have been successfully completed:

Japanese Studies:

Year in Japan after successful completion required for: Advanced reading & writing in Japanese 1, Foundational Elective, Introduction to Asian Studies, Thesis Class;

1. The Code of Conduct regarding Foreign Languages [*Gedragscode voertaal*] was adopted by the Executive Board on 11 July 2002 and can be found on the following website: [media.leidenuniv.nl/legacy/language of instruction.pdf](http://media.leidenuniv.nl/legacy/language%20of%20instruction.pdf).

Advanced reading & writing in Japanese 1 successful completion required for: Advanced reading & writing in Japanese 2

Advanced reading & writing in Japanese 2 successful completion required for: Advanced reading & writing in Japanese 3

Korean Studies:

Year in Korea after successful completion required for: Foundational Elective, Introduction to Asian Studies, and Thesis Class, Advanced language training

Article 5.1 Direct Admission

Not applicable.

Article 5.3 Entry Requirements

Without prejudice to the provisions in Appendices F, G and H regarding the capacity, those applicants will be admitted to the programme who:

1. have earned the degree of Bachelor at a university not being a university of professional education, or demonstrate that they meet the requirements for such a degree, including the General Academic Skills listed in Appendix C;
2. have earned the degree of Bachelor or equivalent in a relevant subject;
3. have knowledge of the nature and role of as well as the ability to analyse and report on academic inquiry in the humanities or social sciences;
4. have foundational knowledge at BA level of the history, art, culture, politics, society or economy of one or more East Asian countries or regions;
5. have knowledge of the modern and/or classical Chinese/Japanese/Korean language at a level sufficient for admission to the relevant language or language-based courses on the MA in Asian Studies 120 EC;
6. are sufficiently proficient in the language of instruction, to be assessed by the faculty board (TOEFL 600/250/100 or IELTS 7.0).

In addition to the admission requirements above, the following requirements per specialisation apply:

Specialisation in Chinese Studies

- sufficient command of Chinese, at least level 4 (HSK New Style) or intermediate level (TOP); applicants without the above certificate are requested to include in their dossier 1) a letter from the head of the language programme they completed indicating that the candidates' language proficiency is indeed comparable to this level, and 2) a detailed specification of the number of EC earned in language training. Additional documentation may also be included,; and
- fundamental knowledge of pre-modern and modern China, and
- familiarity with the approaches (problems, theories, methods, analytical concepts) of at least three of the aforementioned disciplines, and
- knowledge of sinological traditions and understanding of disciplinary-methodological issues;

Specialisation in Japanese Studies

- sufficient command of Japanese at a level comparable with the Japanese Language Proficiency Test (JLPT) Level N2; applicants without JLPT N2 certificate are requested to include in their dossier 1) a

letter from the head of the language programme they completed indicating that the candidates' language proficiency is indeed comparable to this level, and 2) a detailed specification of the number of EC earned in language training. Additional documentation may also be included; and

- knowledge of important historical, sociocultural and political developments in the region, and
- familiarity with the approaches (problems, theories, methods, analytical concepts) of at least three of the aforementioned disciplines, and
- knowledge of japanologic traditions and understanding of disciplinary-methodological issues;

Specialisation in Korean Studies

- sufficient command of Korean at a level of at least B1 on the Common European Framework of Reference for Languages, and
- knowledge of important historical, sociocultural and political developments in the region, and
- familiarity with the approaches (problems, theories, methods, analytical concepts) of at least three of the aforementioned disciplines, and
- knowledge of traditions in Korean Studies and understanding of disciplinary-methodological issues;

In deciding on admission requests the Admission Board may require a written essay in English on a China, Japan or Korea related subject of app. 1250 words.

Article 5.5 Bridging Programme

Not applicable.

Bijlage D

Asian Studies (120 credits)
2013-2014Afstudeerrichting:
Chinese Studies

A	Semester	Cursustitel	Studieidsnummer	Werkvorm	Niveau	EC	Status	Aantal deelttoetsen	Toetsvormen	Eindtermen
MA 1	I	Year in China: Language Acquisition (Conversation, Writing, Classical Chinese, The News, Short Stories, Translation)	5174VCH01Y	wc	400	30	V		sg, so, se, mt, mp, vt, sw	1, 2, 5, 6
MA 1	II	Year in China: Language Acquisition (Conversation, Writing, Classical Chinese, The News, Short Stories, Translation)	5174VCH01Y	wc	400	30	V		sg, so, se, mt, mp, vt, sw	1,2, 5, 6
						60				
MA 2	I	Modern Chinese Oral/Aural Proficiency A	5174VCH03Y	wc	400	5	V	3	mp, sg, pa	5
MA 2	I	<i>Student selects one of the language courses:</i>				5	V			
MA 2	I	Modern Chinese reading/writing	5174KCH03Y	wc	400	-5	K	4	pa, sw, so	5
MA 2	I	Language Training: Advanced readings in Premodern Chinese	5174KCH04Y	wc	400	-5	K	1	sw	6
MA 2	I	Thesis Class	5174VJA01Y	wc	400	5	V	3	sa*, sth, pa, pr	1,2,3,4,6 b
MA 2	I	Introduction to Asian Studies	5174VJA02Y	hc	400	5	V	2	sw,se	1,2,3
MA2	I	<i>student selects one of the electives or two 5 ECTS electives</i>				10	V			
MA 2	I	Modern China: Political Participation in China	5174VCH07Y	wc	500	-10	K	3	sw, pa,pr	1,2,3,4
MA 2	I	Pre-Modern China: Topics in Chinese History (600-1300)	5174VCH08Y	wc	500	-10	K	3	pa, mp, sw	1,2,3,4,5, 6
MA 2	I	New Diversities in Asia	5174KCH14Y	wc	500	-10	K	3	sw, sa, pr, pa	1,2,3,4
MA 2	I	Chinese Linguistics: The Basics	5174VCH06Y	wc	500	-10	K	3	sa, pr, sw	1,2,3,4
MA2	I	Understanding China's Economic Development	5174KCH20Y	wc	500	-5	K	2	pr,se	1,2,3,4
MA2	I	Chinese Economy and its Institutions	5174KCH21Y	wc	500	-5	K	2	sa,sw	1,2,3,4
						30				
MA 2	II	<i>student selects one out of the following three courses:</i>		wc	500	5	V			
MA 2	II	Advanced Modern Chinese: Writing	5174KCH10Y	wc	500	-5	K	3	pa, sa, so	5
MA 2	II	Advanced Modern Chinese: Reading	5174KCH11Y	wc	500	-5	K	4	pa, sa, so	5

A	Semester	Cursustitel	Studiegidsnummer	Werkvorm	Niveau	EC	Status	Aantal deeltolsten	Toetsvormen	Eindtermen
MA 2	II	Advanced Modern Chinese: Listening and Speaking	5174KCH12Y	wc	500	-5	K	3	pa, mp,sg	5
MA 2	II	MA-thesis Chinese Studies (zie: MA Thesis (Asian Studies) in studiegids (INGE)		zs	600	15	V			1,2,3,4,5,6
MA 2	II	<i>student selects one out of the following courses:**</i>				10	V			
MA2	II	The remaining two Advanced Modern Chinese languages classes	5174KCH14Y	wc	600	-10	K	zie regel 22,23,24		5
MA 2	II	Elective: Chinese Art History	5174KCH05Y	wc	500	-10	K	3	pa, sa, sw	1,2,3,4,6
MA 2	II	New Diversities in Asia	5174KJA10Y	wc	500	-10	K	3	sw, pa, pr.	1,2,3,4
MA 2	II	Topics in Chinese linguistics	5174KCH15Y	wc	500	-10	K	3	sa,mp,sw	1,2,3,4
MA 2	II	Topical Readings in Chinese (texts on premodern China)	5174KCH16Y	wc	500	-10	K	2	pa, sw	1,2,3,4,5,6
MA2	II	The Cultural Revolution(s) of China	5174KCH23Y	wc	500	-10	K	3	pa, pr, sw	1,2,3,4
MA2	II	Asia through Consumption*	5174KJA10Y	wc	500	-10	K	3	pa, sa, sw	1,2,3,4
MA2	II	Life and Work in Contemporary China	5174KCH19Y	wc	500	-10	K	3	sw, pa, mp	1,2,3,4
MA 1	II	Areas and policies**	5184VIS02Y	wc	500	10	K	3	pa, pr,sa,sw	1,2,3,4
						30				
<p>* Dit vak wordt aangeboden bij de MA Japanese Studies, studenten van Chinese Studies mogen het ook kiezen, net zoals studenten Japanese Studies de masterclass van Chinese Studies mogen volgen</p> <p>**A number of students (5-8 max.) with an interest in International Relations can take the MAIS course Areas and Policies. See below.</p> <p>*** Not yet confirmed due to revision SSEA</p>										
MA 2	II	Areas and policies	5184VIS02Y	wc	500	10	K	3	pr,pa,sa,sw	1,2,3,4

Masteropleiding

Asian Studies
2013-2014

Afstudeerrichting:
Japanese Studies

Studiejaar	Semester	Cursustitel	Studiegidsnummer	Werkvorm	Niveau	EC	Status	Aantal deoltoetsen	Toetsvormen	Eindtermen
MA 1	I	Thesis Class	5174VJA01Y	wc	400	5 V	3		sa*, sth, pa, pr	1,2,4,6
MA 1	I	Introduction to Asian Studies	5174VJA02Y	hc	400	5 V	2		sw,se	1,2,3
MA 1	I	Advanced Reading & Writing in Japanese 1 (120 EC)	5174VJA03Y	wc	400	10 V	3		se,sw,vt, p	5
MA 1	I	<i>Choose one of the following electives:</i>								
MA 1	I	Elective: Sociology of Japan	5174KJA04Y	wc	500	-10 K	4		pa,sa,pr, sw	1,2,3,4
MA 1	I	Elective: Linguistic diversity in and around Japan	5174KJA05Y	wc	500	-10 K	4		pa,sa,pr,s w	1,2,3,4
MA 1	I	Elective: Nation, State and Security in Post-war Japanese Political Thought	5174KJA06Y	wc	500	-10 K	3		sw,pr, sa	1,2,3,4

<i>Studiejaar</i>	<i>Semester</i>	<i>Cursustitel</i>	<i>Studiegidsnummer</i>	<i>Werkvorm</i>	<i>Niveau</i>	<i>EC</i>	<i>Status</i>	<i>Aantal deeltaoetsen</i>	<i>Toetsvormen</i>	<i>Eindtermen</i>
MA 1	I	Elective: Democratizing Histories: Asia and the world	5174KDH14Y	wc	500	10	K	3	pa, sw,pr	1,2,3,4
MA 2	I	Pre-Modern China: Topics in Chinese History (600-1300)	5174VCH08Y	wc	500	-10	K	3	pa, mp, sw	1,2,3,4,6
						30				
MA 1	II	Elective: fat (until March) Image/Text in Premodern Japan	5174KJA12Y	wc	500	10	K	3	pa, sa, sw	1,2,3,4,6
MA2	II	Elective: fat (until March) Asia through Consumption	5174KJA10Y	wc	500	-10	K	3	pa, sa, sw	1,2,3,4
MA 1	II	Advanced reading & writing in Japanese 2 (120 EC) until March	5174VJA13Y	wc	400	5	V	3	pa,sa,mp, se,sw,vt	5
MA 1	II	Academic year in Japan A (individuele invulling per student)			400	15	V			1, 2, 5, 6
						30				
MA 2	I	Academic year in Japan B (individuele invulling per student)			400	25	V			1, 2, 5, 6
MA 2	I	Thesis tutorial 1	5174VJA16Y		400	5	V	3	pa,sw, sa	1,2,4,5,6
						30				

<i>Studiejaar</i>	<i>Semester</i>	<i>Cursustitel</i>	<i>Studiegidsnummer</i>	<i>Werkvorm</i>	<i>Niveau</i>	<i>EC</i>	<i>Status</i>	<i>Aantal deelttoetsen</i>	<i>Toetsvormen</i>	<i>Eindtermen</i>
MA 2	II	Academic year in Japan C (individuele invulling per student, tot februari)			400	5	V			1, 2, 5, 6
MA 2	II	Thesis tutorial 2	5174VJA18Y		400	5	V	3	sa,sw	1,2,4,5,6
MA 2	II	Advanced Japanese 3 (vanaf maart, studenten MA2 die terug uit Japan zijn)	5174VJA19Y	wc	500	5	V	3	pa,sa, mp,	5
MA 2	II	MA-thesis			600	15	V		sw	1,2,3,4,5,6
						30				
<p>* A number of students (5-8 max.) with an interest in International Relations can take the MAIS course Areas and Policies. See below.</p>										
MA 1	II	Areas and policies	5184VIS02Y	wc	500	10	K	3	pa, pr,sa,sw	1,2,3,4

Masteropleiding

Asian Studies
2013-2014

Afstudeerrichting:
Korean Studies

<i>Studiejaar</i>	<i>Semester</i>	<i>Cursustitel</i>	<i>Studieidsnummer</i>	<i>Werkvorm</i>	<i>Niveau</i>	<i>EC</i>	<i>Status</i>	<i>Aantal deeltolsten</i>	<i>Toetsvormen</i>	<i>Eindtermen</i>
MA 1	I	Thesis Class	5174VJA01Y	wc	400	5	V	3	sa,sth,pa,pr	1,2,4
MA 1	I	Introduction to Asian Studies	5174VJA02y	hc	400	5	V	2	sw,se	1,2,3
MA 1	I	Advanced language training: reading	5174VKO01Y	wc	400	5	V	2	sth, sa	5
MA 1	I	Advanced language training: translation	5174VKO02Y	wc	400	5	V	2	pa,sth,vt	5
MA 1	I	Seminar/Elective for other tracks: Literature and Mass Media in Colonial Korea	5174VKO10Y	wc	500	10	V/K	3	pr,pa,sw, mp	1,2,3,4
						30				
MA 1	II	Study in Korea				30	V			1, 2, 5, 6
						30				
MA 2	I	Study in Korea				30	V			1, 2, 5, 6
						30				
MA 2	II	Korean Translation	5174VKO05Y	tutorial	500	5	V	2	pa,sa,sth,vt	5
		<i>choose one of the following electives*</i>								
MA 2	II	Topical readings in Korean (connected to MA thesis)**	5174VKO06Y	wc	500	10	V	1	pa,sa	1,2,3,4,5,6
MA 2	II	Elective: fat (until March) Asia through Consumption	5174KJA10Y	wc	500	10	K	3	pa,sa,sw	1,2,3,4

Appendix F - Maximum capacity and admission procedure

MA Asian Studies 120 EC, specialisation Japanese Studies 2013-2014

Article 1 Maximum Capacity

1. The faculty board has determined that the maximum capacity for the specialisation in Japanese Studies of the Master's Programme in Asian Studies (120 ec) shall be 17 students.
2. The board of admissions ranks the requests on the basis of the selection criteria stated in art. 5.3 of the course and examination regulations.

Article 2 Procedure for admission to the programme

1. The admissions assessment takes place once a year in respect of the intake in September.
2. Requests for admission to the specialisation in Japanese Studies must be submitted before 1 April. Given the selective nature of the specialisation, this deadline applies to all students.
3. With regard to admission to the programme the board of admissions, as provided for in article 5.3 of the course and examination regulations, assesses the knowledge and skills of the students on the basis of the files they have submitted.
4. If necessary, the board can contact the student by mail or telephone at any time during the admission procedure to gain further information.
5. The board of admissions decides on the basis of this assessment
 - a. which students meet the entry requirements for the specialisation – if appropriate on the condition that they have been awarded their bachelor's degree in time – and can in principle be admitted;
 - b. which students cannot be admitted because they do not meet the requirements.
6. Students who are placed in category b receive a negative admissions decision by 1 May at the latest.
7. The board ranks the students in category a on the basis of their suitability to the specialisation, having regard to the entry requirements as specified in article 5.3 of the course and examination regulations, the files the students have submitted and, if the committee has requested this, the further information provided by the student.
8. On the basis of this ranking the board issues a recommendation on 15 May at the latest to the faculty board to admit the top 17 students on the list to the programme. These students receive a positive admissions decision on 31 May at the latest.
9. The remaining students in category a are informed that they can in principle be admitted to the programme but that they have been placed on the waiting list and pending places becoming free will not receive an admissions decision. They are informed here of their position on the waiting list.
10. Students who have received a positive admissions decision must express within two weeks of the date of the decision whether they will enrol on the programme. If a student does not indicate within this period whether he or she will take the place on the programme, the student at the top of the waiting list will receive a positive admissions decision.
11. If the admissions assessment results in fewer students in category a than the maximum capacity of the programme, the board of admissions can consider the requests that have been submitted after 1 April. These requests will be considered in the order of arrival.

Appendix G - Maximum capacity and admission procedure

MA Asian Studies 120 EC, specialisation Chinese Studies 2013-2014

Article 1 Maximum Capacity

1. The faculty board has set the maximum capacity for the specialisation in Chinese Studies of the Master's Programme in Asian Studies (120 ec) to 30 students.
2. The board of admissions ranks the requests on the basis of the selection criteria stated in art. 5.3 of the course and examination regulations.

Article 2 Procedure for admission to the programme

1. The admissions assessment takes place once a year in respect of the intake in September.
2. Requests for admission to the specialisation in Chinese Studies must be submitted before 1 April. Given the selective nature of the specialisation, this deadline applies for all students.
3. With regard to admission to the programme the board of admissions, as provided for in article 5.3 of the course and examination regulations, assesses the knowledge and skills of the students on the basis of the files they have submitted.
4. If necessary the board can contact the student by mail or telephone at any time during the admissions procedure in order to gain further information.
5. The board of admissions decides on the basis of this assessment
 - a. which students meet the entry requirements for the specialisation – if appropriate on the condition that they have been awarded their bachelor's degree in time – and can in principle be admitted;
 - b. and which students cannot be admitted because they do not meet the requirements.
6. Students who are placed in category b receive a negative admissions decision by 1 May at the latest.
7. The board ranks the students in category a on the basis of their suitability to the specialisation having regard to the entry requirements as specified in article 5.3 of the course and examination regulations, the files the students have submitted and, if the committee has requested this, the further information provided by the student.
8. On the basis of this ranking the board issues a recommendation on 15 May at the latest to the faculty board to admit the top 30 students on the list to the programme. These students receive a positive admissions decision on 31 May at the latest.
9. The remaining students in category a are informed that they can in principle be admitted to the programme but that they have been placed on the waiting list and pending places becoming free will not receive an admissions decision. They are informed here of their position on the waiting list.
10. Students who have received a positive admissions decision must express within two weeks of the date of the decision whether they will enrol on the programme. If a student does not indicate within this period whether he or she will take the place on the programme, the student at the top of the waiting list will receive a positive admissions decision.
11. If the admissions assessment results in fewer students in category a than the maximum capacity of the programme, the board of admissions can consider the requests that have been submitted after 1 April. These requests will be considered in the order of arrival.

Appendix H - Maximum capacity and admission procedure

MA Asian Studies 120 EC, specialisation Korean Studies 2013-2014

Article 1 Maximum Capacity

1. The faculty board has set the maximum capacity for the specialisation in Korean Studies of the Master's Programme in Asian Studies (120 ec) to 12 students.
2. The board of admissions ranks the requests on the basis of the selection criteria stated in art. 5.3 of the course and examination regulations.

Article 2 Procedure for admission to the programme

1. The admissions assessment takes place once a year in respect of the intake in September.
2. Requests for admission to the specialisation in Korean Studies must be submitted before 1 April. Given the selective nature of the specialisation, this deadline applies for all students.
3. With regard to admission to the programme, as provided for in article 5.3 of the course and examination regulations, the board of admissions examines the knowledge and skills of the students on the basis of the files they have submitted.
4. If necessary, the board can contact the student by mail or telephone at any time during the admission procedure to gain further information.
5. The board of admissions decides on the basis of this examination
 - a. which students meet the entry requirements of the specialisation – if appropriate on the condition that they have been awarded their bachelor's degree in time – and can in principle be admitted;
 - b. and which students cannot be admitted because they do not meet the requirements.
6. Students who are placed in category b receive a negative admissions decision by 1 May at the latest.
7. The board ranks the students in category a on the basis of their suitability to the specialisation having regard to the entry requirements as specified in article 5.3 of the course and examination regulations, the files the students have submitted and, if the committee has requested this, the further information provided by the student.
8. On the basis of this ranking the board issues a recommendation on 15 May at the latest to the faculty board to admit the top 12 students on the list to the programme. These students receive a positive admissions decision on 31 May at the latest.
9. The remaining students in category a are informed that they can in principle be admitted to the programme but that they have been placed on the waiting list and pending places becoming free will not receive an admissions decision. They are informed here of their position on the waiting list.
10. Students who have received a positive admissions decision must express within two weeks of the date of the decision whether they will enrol on the programme. If a student does not indicate within this period whether he or she will take the place on the programme, the student at the top of the waiting list will receive a positive admissions decision.
11. If the admissions assessment results in fewer students in category a than the maximum capacity of the programme, the board of admissions can consider the requests that have been submitted after 1 April. These requests will be considered in the order of arrival.