Guideline for revision of TU/e Graduate School Master’s program modified April 28, 2016

The Executive Board of the Eindhoven University of Technology - TU/e, considering that the necessary changes in the Master’s programs, as described in the Position Paper 'Revision of Graduate School Master’s programs' adopted on April 3 2014 by the Executive Board, shall be translated into binding design rules to be applied to the redesigned Master’s programs starting on September 1 2015;

that the following overall objectives apply to the redesign of the Master’s programs within the TU/e Graduate School:
- when a student composes his individual program, the quality and consistency of the program must be maintained in a strong connection between student and mentor/thesis advisor
- while composing his program the student has a free choice of electives to choose from
- the student has the opportunity to meet the international requirement without study delay;

that the redesigned Master’s programs have to be completed in time to allow the Dean of the Graduate School to evaluate them, so that changes can be made and students can be informed in good time.

This results in the following planning:
- departments will develop their Master’s Program(s) 2015-2016 before December 1 2014
- specific consideration will be given to the redesign of 3TU Master’s and double-degree programs
- the Dean TU/e Graduate School will review each redesigned Master’s Program within a month after receiving it and will offer recommendations to the Executive Board
- the Executive Board will approve every redesigned Master’s Program within a month after receiving a positive recommendation from the Dean of the Graduate School
- the Model OER Master’s programs Graduate School 2015-2016 and the Model OER Master’s programs Graduate School competency-centered learning 2015-2016 will be determined before February 20th, 2015 by the Executive Board.

RESOLUTIONS:

Size of courses:

- All Master’s courses (with the exception as stated under the third bullet, internships, final projects and Master’s courses taught at other universities) will comprise 5 ECTS; this is mandatory as of September 1, 2015 for all compulsory (core) courses. With the permission of the Dean of the Graduate School exceptions to this rule can be made.
- Courses of 3 ECTS may be offered until September 1, 2017, with the exception of core courses. The board of the department offering the Master’s program determines, on the advice of its Graduate Program Director and in consultation with the Master’s programs using these courses will set a date, no later than September 1, 2017, when each 3 ECTS course will have to be phased out.
At most one third of the elective Master's courses offered by a department can be 2.5 ECTS.

Master's courses (with the exception of the final project) are taught in one quartile and must be able to be completed within one quartile. In exceptional circumstances and only when approved by the Dean of TU/e Graduate School, courses may be taught in one semester and must then be able to be completed within one semester.

**Components Master's programs as of September 1 2015:**

A Master's program contains 120 ECTS and consists of:
- a maximum of 30 ECTS of core courses
- a number of specialization electives: the mentor advises the student concerning his/her choices; the examination committee considers this advice while assessing the Master's program of the student.
- a minimum of 15 ECTS of free electives, at Master level, within which the student may choose to do an internship if this is not already included in the compulsory courses or specialist courses: the student requires no approval of the mentor/thesis advisor for these courses
- a minimum of 15 ECTS must include international experience
- a graduation project of 30 and/or 45 ECTS
- a diagnostic test of the professional skills

**Free electives:**

- Homologation courses (courses taken to eliminate deficiencies) are part of the free elective space and comprise no more than 15 ECTS of the total Master's program.
- It is possible to take homologation courses extracurricularly.
- It is possible to include a maximum of 15 ECTS of BSc courses at level 3. These include homologation courses.
- After approval by the Dean of the Graduate School, the departmental board, acting on the advice of the program director, can limit the scope of elective courses. The limitation should be directly derivable from the learning outcomes of the Master's program in question.

**International experience:**

- International experience consists of a part of courses, an internship or (part of a) graduation project.
- Departmental Boards shall create conditions under which 90% of students shall be facilitated in obtaining international experience by 2020 to be detailed in performance agreements.
- The Dean of the Graduate School will take initiatives to remove financial and other barriers for students to spend time abroad.

**Graduation project:**

- A graduation project consists of 30 and/or 45 ECTS.
The graduation project can be 60 ECTS, but only if the core courses have a maximum of 15 ECTS, subject to approval by the departmental board acting on the advice of the program director.

The Graduation Committee consists of at least three members who are appointed as examiners, of which at least one is an external member from a different research group, department or university.¹

**Professional skills:**

- An obligatory diagnostic test related to the professional skills shall take place at the beginning of the Master’s program from which the student, in consultation with his/her mentor, can conclude which professional skills he/she wishes to develop.
- The assessment of the professional skills that play a role in the graduation project are part of the assessment of the graduation project.

**Entry into Master’s programs**

Every Master’s program has at least two entry dates each year; these are September 1 and February 1.

**Pre-Master’s program²**

- A pre-Master’s program shall consist of a maximum of 30 credits.
- A pre-Master’s program must be completed within the set term (maximally two semesters).

*Adopted by the Executive Board on 19-06-2014 and supplemented on 12-02-2015 and 28-04-2016.*

¹ See for details the report on Quality Assurance at the TU/e Graduate School (adopted by the Executive Board on August 27, 2015).
² See the report Revision Pre-Master’s Programs (adopted by the Executive Board on March 24, 2016).