



## **REGULATION ON EXAMINERS LUC THE HAGUE**

### **1. The Examiners**

#### **LUC Academic Staff**

LUC Academic Staff have been appointed as examiner by the Board of Examiners for setting examinations and determining the results of the examination of the course(s) of the Bachelor's Programme Liberal Arts and Sciences: Global Challenges for which they are responsible, including the final assignment (Capstone) and internships.

#### **Leiden University Academic Staff**

External instructors of Leiden University have been appointed as examiner by the Board of Examiners for setting examinations and determining the results of the examination of the course of the Bachelor's Programme Liberal Arts and Sciences: Global Challenges for which they are responsible. Leiden University Academic Staff will be appointed as examiner for the examination of the final assignment (Capstone) upon the recommendation of the Capstone Coordinator.

#### **External Instructors**

External instructors have been appointed as examiner by the Board of Examiners for the examination of the course of the Bachelor's Programme Liberal Arts and Sciences: Global Challenges for which they are responsible. External instructors will be appointed as examiner for the examination of the final assignment (Capstone) upon the recommendation of the Capstone Coordinator.

### **2. Registration and Criteria**

The appointment referred to in the previous paragraph is valid for one academic year and is included in the List of Examiners, published on the website of the Board of Examiners. The Board of Examiners uses as criteria for the appointment:

- a. Members of the staff (assistant professor, associate professor, professor, lecturer) at LUC and Leiden University, who comply with the educational qualification requirements (BKO) and who are involved in educational programs.
- b. Academic staff from another university or institution that is appropriately academic may also be appointed as examiners by the Board of Examiners.

- c. In exceptional cases, the Board of Examiners may appoint an examiner who is not a staff member of LUC, Leiden University or another university or academic institution, based on his or her expertise and qualifications.
- d. Examination authority is limited to the domain in which staff members are recognized as experts.

### **3. Providing of information**

Upon request the examiners provide information to the Board of Examiners within the set time.

### **4. Quality assurance**

The quality of the examiners is ensured through monitoring and reviewing the quality of assessments. If the examiner does not comply with the OER and Rules and Regulations of the Board of Examiners, or if the skills of the examiner have repeatedly proven insufficient, or if there are other issues which could jeopardize the quality of the examination, the Board of Examiners may decide to replace the examiner, to appoint a second examiner, or any other measure deemed necessary to ensure the quality of the examinations. The Board of Examiners may also revoke the appointment of examiner.

This Regulation has been approved by the Board of Examiners of LUC The Hague on 25 October 2016.