



Erasmus Mundus Master's  
Journalism, Media and Globalisation

# **Specialism Handbook**

## **Media and Politics**

### **Graduate School of Communication**

#### **University of Amsterdam**

#### **2015- 2017**





## 1. ABOUT AMSTERDAM

### THE CITY OF AMSTERDAM

Colorful, vibrant, internationally oriented: the capital of the Netherlands provides an ideal environment for an academic study and attracts students from all over the country and beyond. Amsterdam is a colourful and lively metropolitan center packed with beautiful architecture, museums, art galleries, theatres, concert halls and parks. At the same time, the city has retained its cosy and smallscale feel. Less than a million people live there and you can easily reach all parts of the city by bike. More information on (living in) Amsterdam can be found at [iamsterdam.com](http://iamsterdam.com).

### THE UNIVERSITY

The University of Amsterdam (UvA) was founded in 1877. It is a public university with approximately 30,000 students. It has a strong international programme and offers many English-taught programmes. The UvA aims to offer an inspiring, widely oriented international academic environment.

The UvA is characterised by a critical, creative and international atmosphere, open-minded and strongly engaged with society. The UvA is located at several buildings and campuses across the city. The Faculty of Social and Behavioural Sciences, where the Mundus Journalism programme is housed, is located at the Amsterdam Roeterseiland Campus, in the Plantagebuurt, a green and lively neighborhood.

#### Mission Statement

The University of Amsterdam (UvA) is a comprehensive university which:

- aspires to occupy a leading position internationally in education and research;
- aspires to be a multidisciplinary university where research is carried out, as well as education offered and followed in a broad range of disciplines;
- aims to contribute in an active manner to social developments at regional and international level, in particular in the region of Amsterdam;
- aspires to be a transparent and efficient organisation of professionals;
- aims to effect improvement of its financial basis aims to confirm its image, which is based on its achievements and ambitions, and which its employees, students and graduates are acquainted with and support, and which is recognised by the outside world.

### THE DEPARTMENT

Internationally orientated and consistently highly ranked, the Graduate School of Communication offers a stimulating learning environment that equips students both with strong empirical-analytical skills as well as the capacity to translate academic knowledge into real-life situations. Students focus on the dynamics and effects of media and communication in society.

Apart from the Mundus Journalism Master's, the Graduate School of Communication offers a one-year Master's programme in Communication Science and a two-year Research Master's programme. The programmes are academic and research-focused. All staff members are involved in research. Most lecturers are also members of the Amsterdam School of Communication Research (ASCoR), the largest research institute of its kind in Europe and one of the largest worldwide.

## 2. STUDY PROGRAMME

**POLITICS IS SIGNIFICANTLY SHAPED BY GLOBAL TRANSNATIONAL FORCES AND COMMUNICATION IS KEY IN THIS PROCESS. POLITICAL COMMUNICATION LOOKS AT THE RELATIONSHIP BETWEEN POLITICAL ACTORS, MEDIA AND CITIZENS IN A DYNAMICALLY CHANGING MEDIA ENVIRONMENT. THE MEDIA AND POLITICS SPECIALISATION TRACK EXAMINES EUROPEAN POLITICS AND ITS ROLE IN GLOBALISATION FROM THE PERSPECTIVE OF POLITICAL COMMUNICATION.**

Key questions are: how do the news media operate in a transnational public sphere? How do news media contribute to the (re)articulation of global and local politics? How does news coverage of public affairs influence citizens, and how does it affect politics and relationships between states, publics, governments and other institutions? How is journalism itself affected by transnational political and cultural shifts?

The Media and Politics specialisation year consists of substantial courses, an elective and a thesis module. The courses focus on the production of media content, the role of journalism in society, and the question what represents 'good' political journalism; the issue of European integration in the eyes of citizens, journalists and the political elites, political campaigning in European elections and referendums and new trends in political communication in-and outside Europe. Also, you will examine the recent transformations in the European and international media and journalism landscape and discuss how these transformations can be critically assessed.

Upon completion of the programme, students are particularly well-equipped to work in the media as in-depth reporters or news editors specialised on European affairs, as well as on national and transnational politics more generally. Graduates are also excellent candidates for jobs in governmental, supra-governmental, and non-governmental organisations, including EU institutions and other agencies that deal with European politics and social affairs.

A year at the University of Amsterdam consists out of two semesters. Each semester consists out of three blocks of 8 – 8 – 4 weeks.

For Mundus Journalism students, the course registration is arranged by the Study Advisement Team, which means it is not necessary to enrol for the separate courses yourself. During the first semester, students are asked to send a list of preferences for the elective courses to the study advisement.

### KEY DATES

Third Semester: September 5, 2016 – February 3, 2017

block 1: September 5 - October 28, 2016

block 2: October 31 - December 23, 2016

block 3: January 9 – February 3, 2017

Fourth semester: February 6, 2017 - June 30, 2017\*

block 1: February 6 - March 31, 2017

block 2: April 3 - June 2, 2017

block 3: June 5 - June 30, 2017

\*Please note: even though the courses of semester 2 end on June 30, the academic year ends on August 31

the information in this chapter and much more details about the study programme can also be found in the online Course Catalogue at

[STUDENT.UVA.NL/MCS](http://STUDENT.UVA.NL/MCS)

## MODULE 1: JOURNALISM AND THE MEDIA (SEMESTER 3)

Lecturer: dr. K. de Swert; dr. M. Boukes; dr. P.H. Sheets  
Credits: 12 ECTS

This seminar focuses on the interplay between journalism and politics in modern democratic societies. It addresses different models and conceptions of political journalism, the role of journalism in society, ethical considerations, issues of freedom of speech, and the question of what represents 'good' political journalism today.

This seminar also deals with (non)government communication, that is, with how politicians, parties, NGOs and interest groups interact with the media and citizens. Participants read both classic and contemporary texts about news production, journalism, media, and political systems. Sessions will be reserved to discuss new developments in the organization of news production and to focus on issues such as globalization and the economy.

### Objectives

Upon completion of this course, students should

- have good knowledge of and insight in the relationships between media organizations, political journalism and politic;
- be able to identify classic and modern theories of the media and political journalism, apply these in research, and re-evaluate them in light of the changing nature of political communication in the 21st century
- have practiced their skills to critically analyze literature on political journalism and report the results of such analysis in an academic way
- be able to translate theoretical insights into journalistic or political practice and vice versa..

### Workload

Contact hours: 64 hours, Self-study (including preparation for exams): 272 hours

## MODULE 2: COMMUNICATING EUROPE (SEMESTER 3)

Lecturer: prof. dr. C.H. de Vreese  
Credits: 6 ECTS

Over the years, Brussels has acquired an extensive amount of competences and power in various areas of policy, yet citizen engagement with and support for the European project has dwindled. The EU is often considered an elitist project, and opinion polls in various member states report increasingly critical public attitudes towards advanced integration of Europe. Today, in the wake of the ongoing economic crisis, the EU has become a contested topic. This seminar deals with European integration and the behavior of both the elites, the media, and citizens.

A first focus of the seminar is the issue of European integration in the eyes of voters and the political elites. Causes and effects of support for European integration will be discussed more generally as well with regard to particular topics such as EU enlargement, the Euro, the crisis or the rise of new Euroskeptic parties. Finally, political campaigning in European elections and referendums is a key focus of the seminar. Throughout the seminar special attention will be paid to the role of the news media and how media cover European issues and what effect this has on the formation of public attitudes towards Europe. As part of the course students will conduct their own small-scale empirical research project. Guest speakers will offer their perspective on the topics discussed in class.

### Objectives

Upon completion of this course,

- Students have gained knowledge about key concepts, theories and developments in cutting-edge political communication and political science research on European integration;
- Students have learned to identify and analyze key features of various research perspectives, and improve their analytical skills and insight by scrutinizing empirical studies;
- Students have learned to critically reflect on the various approaches, theories, and application of methodology utilized in extant empirical research

### Workload

Contact hours: 32 hours, Self-study (including preparation for exams): 136 hours

## **MODULE 3: TRANSFORMATIONS IN EUROPEAN MEDIA, JOURNALISM & GOVERNANCE (SEMESTER 3)**

**Lecturer: Dr. Y. M. Woortman-de Haan**  
**Credits: 6 ECTS**

Convergence, multimedia, social media, aggregation, changing ethical norms, personal branding, new business models and entrepreneurial journalism. Issues that play an important role in journalism today and are also often subject to debate. New technologies have large consequences for the way journalism work, for the structure of newsrooms and media policy. This course examines the relatively recent transformations in the European media and journalism landscape and discusses how these transformations can be critically assessed.

Over the last twenty-five years, European media have largely become commercial, demand-driven, and more entertainment-oriented, while the Internet has introduced new domains and new ways of thinking about the media landscape and ecology. Media organizations are experimenting with new business models, while the number of media start-ups is exploding.

The course will discuss major shifts of new technologies and how this affects journalism profession, media organization and media policy. It will take an interdisciplinary academic perspective and study different viewpoints in journalism studies, media policy, media economics and entrepreneurship. These academic insights will be used to apply in a journalistic setting, working both on academic papers as journalistic products. Using their academic insights, students will work intensely on viable entrepreneurial journalism projects, guided both by the lecturer as renowned journalists.

### **Workload**

Contact hours: 32 hours, Self-study (including preparation for exams): 136 hours

## **MODULE 4: ELECTIVE (SEMESTER 4)**

**Lecturer: various: depends on elective**  
**Credits: 6 ECTS**

Students choose a course of 6 EC from the electives offered by the Graduate School of Communication. These concern thematic courses that cover different topics within the field of communication science, such as political marketing, social media and politics, media strategies, media entertainment, corporate communication, public relations and brands and organizations in social media.

A complete overview of the electives on offer can be found in the online Course Catalogue.

In exceptional cases, it might be possible to take courses at other departments of the University of Amsterdam. For more information on possible options and the procedure, you can contact the Study Advisement.

## **MODULE 5: DISSERTATION MODULE (SEMESTER 4)**

**Lecturer: various**  
**Credits: 18 ECTS**

Writing a thesis is, above all, a means of increasing one's understanding and knowledge of a particular problem area relevant to communication science. It is also a test of the competency in skills that may be required later in a professional setting, including structuring, developing and writing a clear and systematic research report and choosing an appropriate journalistic medium to present the findings of the empirical thesis to society. This implies that knowledge, insights, skills and attitudes acquired in the earlier parts of the programme are combined in the writing of the thesis.

The Master's Thesis Seminar for the Master students of the Graduate School of Communication consists of 4 parts:

### **Part 1: Semester 1, Block 1 & 2**

Each student is assigned a Thesis preparation group. Thesis preparation groups consist of ca.20 students from the same Master specialisation, and are convened by a senior lecturer from the corresponding specialisation. The Thesis preparation groups meet 3 times during Block 1 & 2; the eventual end product is the submission of an initial thesis proposal.

### **Part II: Semester 1, block 3, Semester 2, block 1**

During Semester 1, block 3, students take the course Methods and Statistics Tailored to the Thesis. More information about this course can be found here: [Method and Statistics Tailored to Thesis](#) The initial thesis proposal is now being developed into a full proposal under the guidance of the individual thesis supervisor assigned to the student in the previous block.

### **Part III: Semester 2, block 1 & 2**

The individual thesis research, based on the full proposal submitted in the first half of block 1, is now being carried out through data collection, analysis and write-up under the supervision of the individual supervisor.

### **Part IV: Semester 2, block 3**

Under the supervision of a senior lecturer, students find an appropriate journalistic medium (this may vary from print publishing, to documentary making to web- and other digital technology) to present the findings of their empirical thesis to a wider audience. Upon completion of this final part, students deliver a journalistic item based on the research of part 3 of the module and show that they are able to journalistically communicate their thesis to society.

Note: more information about the requirements to pass the different parts and the consequences for not passing one of the parts can be found in the [online course catalogue](#)

## 3. SERVICES AND PRACTICAL MATTERS

**IN THIS SECTION, YOU CAN FIND A LOT OF PRACTICAL INFORMATION ABOUT LIVING IN AMSTERDAM AND STUDYING AT THE GRADUATE SCHOOL OF COMMUNICATION. YOU CAN FIND MORE INFORMATION ON MATTERS SUCH AS INTRODUCTION ACTIVITIES, PUBLIC TRANSPORT, LANGUAGE COURSES, A 'WHERE TO GO' GUIDE AND MUCH MORE.**

Information available online:  
The information in this section and many more practical matters can also be found on our student website [student.uva.nl/mcs](http://student.uva.nl/mcs)

Also, The [UvA Start Magazine](#) provides useful tips and guidance for international students.

### UPON ARRIVAL

During the last weeks of August and the first week of September, several events are organized to help you settle in to the Amsterdam Mundus student life. This is how your Upon Arrival- Calender looks like:

**19 and 22 August** For those who arranged housing through UvA, a **FREE PICK-UP SERVICE** will be arranged from Schiphol Airport on Friday 19 August and Monday 22 August. This event is organized by Student Services and you will receive more information about how to sign up for it during the summer.

**30 August** You will be invited to a **MASTER INTRODUCTION** that is open for all new international Master's degree students at the UvA. This Master Introduction will take place on Tuesday 30 August. This event is organized by Student Services and you will receive more information about how to sign up for it during the summer.

**23 to 26 August** ISN Amsterdam is a student-run organisation dedicated to international students studying at the University of Amsterdam. From Tuesday 23 August to Friday 26 August, ISN organises the **ISN INTRODUCTION WEEK** in which groups of students can get to know each other and the city. For more information, see: [isn-amsterdam.nl](http://isn-amsterdam.nl)

**27 August** On Thursday 1 September, the **GRADUATE SCHOOL OF COMMUNICATION ORGANIZES A MASTER INTRODUCTION**. During this day, you will receive much more information about the study programme, you will get to meet your lecturers, you will get a guided tour around the campus and learn much more about the Graduate School and the Mundus Journalism Specialism. **This introduction day is mandatory, so make sure to be there!** More information about the exact times and location will be send to you during the summer.

**Last week of August** After completion of your online enrolment, you will be invited for a **START APPOINTMENT** to take care of matters such as your student card, residence permit (if applicable), registering with the municipality, opening a bank account and any questions you might have.

## LANGUAGE CLASSES

Students who would like to learn Dutch whilst studying at the UvA, can follow a course in Dutch at the [INTT, Institute for Dutch as Second Language](#), at special student rates.

The Language Academy of the UvA offers courses for those who would like to further improve their English. There are several courses:

- English Skills at different levels, from beginners to advanced
- English Conversation
- Writing Papers in English

The Language Academy organises courses in various other languages as well. For a full course programme, please visit [uvatalen.nl](http://uvatalen.nl).

## ACCOMMODATION

As in other major cities, the demand for housing in Amsterdam is extremely high. Student housing comes in short supply and can be quite expensive. To assist international students, the UvA signed agreements with several housing cooperation's. The UvA offers different types of accommodation: single rooms with private facilities, single rooms with shared facilities, shared rooms with shared facilities. The rent of the rooms varies according type, size and location. The study advisers will provide you with more information on accommodation before your arrival.

### Housing allowance ('Huurtoeslag')

Huurtoeslag is a subsidy provided by the Dutch government to residents with a low income and relatively high rent. To check if you might qualify for this housing allowance, please contact your housing corporation; they can provide you with more information.

### Local taxes

In Amsterdam, everyone living in independent accommodation (units with their own private facilities) must pay local taxes. These local taxes fund services such as rubbish collection, water supply, sewerage, land drainage and water defences. More information about this can be found on the [UvA accomdations webpage](#).

## PUBLIC TRANSPORT

To make use of the trams, trains and metro's in Amsterdam and the rest of the country, you will need a public transport chip card ('OV-Chipkaart'). The card works pretty straight forward: you charge it with money, and you check in and check out everytime you enter and leave a train, tram or metro. Depending on the distance you travelled, a certain amount will be deducted from your card.

You can purchase a public transport chip card at train stations or at [GVB Ticket & Info Points](#) (GVB is the Amsterdam local transport provider). For more information, see [ov-chipkaart.nl](http://ov-chipkaart.nl).

If you want to plan your travel, the website [9292.nl](http://9292.nl) can come in very handy: it gives you accurate travel advise and tells you whether to use trains, metro's and/ trams. The Dutch Railways (NS) offers several types of discount cards that might make traveling a bit cheaper if you use it frequently. In general, you need a Dutch bank account to apply for a discount cards. For more information, see [ns.nl](http://ns.nl).

## BANK ACCOUNT

You will quickly notice that it is best to get a direct-debit card ('pinpas'). Almost everywhere (including the university's cafeteria), you can pay with a direct-debit card. The use of credit cards is less common in the Netherlands, and are often not accepted in smaller shops. It might therefore be handy to open a Dutch Bank account if you do not have a direct-debit card. It is possible to do this at the Start Appointment (see Upon Arrival).

## MOBILE PHONE

To get a Dutch phone number, you have two options. First of all, you can get a pre-paid SIM-card (about €10,-), which is a good option if you already have a mobile phone and you are staying in the country for less than one year. A second option would be to get a contract with a mobile phone provider, which usually has a duration for one or two years. The easiest way to arrange this is to stop by mobile phone stores (T-Mobile, Hi, Vodafone) in Amsterdam to check out the details.

## STUDENT RECORDS

The Department maintains records on each student who studies with us. Your record will include details of the modules for which you have registered and personal details (such as home and term addresses, contact numbers etc.) Copies of students' records will be sent to University of Aarhus and the specialism university. Your student records are confidential. Details are only available to members of staff of the Department and other authorised persons within the University. We do not disclose anything to any other parties, including your family, unless you give your written permission or there is an emergency. If you wish to inspect your own file at any time please contact the Head of Department.

## COMMUNICATION

There are a number of ways in which the department communicates to students. It is important that you make sure the department is properly informed if you change your address. An increasing amount of official University information is only sent by e-mail. All students have the option to create an e-mail account when they enroll. Students can access their student e-mail by following the instructions on the UvA website via <http://student.uva.nl/en/az/content/student-email/student-email.html>

## STUDY SKILLS

You might notice that the Dutch educational system is different from what you are used to. For this reason, UvA Student Services organizes free workshops especially for international students. During the workshop, you will focus on various study methods and study skills such as academic reading, concentration, time management and planning. For more information and registration, see [www.student.uva.nl/mcs/az/item/training-and-workshops.html](http://www.student.uva.nl/mcs/az/item/training-and-workshops.html).

## WELFARE/ HEALTH SERVICES

The UvA offers several student welfare services including counsellors, doctors, dentists, psychologists and other medical assistance. International students enrolled at the UvA are entitled to use the Student Medical Service free of charge if they are properly insured. In other cases access to the Student Medical Service requires an annual fee or payment per consultation. These fees do not cover the cost of prescriptions. Check with your insurance company how your medical costs are reimbursed. For further information on Student Welfare see <http://www.uva.nl/en/education/master-s/practical-matters/insurance/insurance.html>.

## CAREER CENTRE

The UvA Student Careers Centre provides information, workshops and individual vocational counselling for all students of the UvA. In case you would like assistance in finding out what you want to do after your studies, or improve your application skills, you can visit [uva.nl/career](http://uva.nl/career) and see what the Career centre can do for you. With an increasing number of international students, the centre specializes in advising international students about job seeking in the international labour market.

## SPORTS AND EXTRAMURAL ACTIVITIES

The University Sports Centre (USC) is open to everyone who loves sport. Students of the University of Amsterdam (UvA) get discounted entry. The USC offers over 50 sports activities. The main building at De Boelelaan covers more than 5,500 square metres and a number of halls for a range of activities. Apart for the main location the USC offers a high range of activities at other sports locations. All the locations have well-equipped changing rooms and showers. Visit [usc.uva.nl](http://usc.uva.nl) for detailed information.

In case you are interested in music, theatre, film and dance, you can join one of CREA's courses, workshops or projects. CREA is the joint cultural centre for students of the UvA and the Amsterdam University of Applied Sciences (AUAS/HvA). For more information see [crea.uva.nl](http://crea.uva.nl).

## COMMUNICATION SCIENCE ON THE SPOT

The Graduate School of Communication organises a Colloquium Series called: 'Communication Science on the Spot'. The series is designed for our Graduate School students and alumni who want to learn more about the field and engage with challenging ideas and debates about the field of communication science. More information can be found [here](#).

## WORKING IN THE NETHERLANDS

To find a job in the Netherlands as an international student might be difficult. Also, there are a number of things you will have to take into consideration when searching for jobs, such as work permits (only for non-EU students) and health insurance. For tips on how to find a job, please see the [universities' information webpage](#) on this.

In order to stay in the Netherlands to find work upon completion of their studies, students with a non-European nationality can apply for a so-called 'search-year'. Students can apply for this type of residence and work permit upon completion of their studies. More information about this search year permit can be found [here](#).

## IMPORTANT WEBSITES

Websites You might want to add the following websites to your favorite list: you will frequently use them during your studies

<a href="http://student.uva.nl/mcs">student.uva.nl/mcs</a>	All practical information about the programme. Especially the A-Z list might come in handy (most information in this chapter can be found there as well).
<a href="http://coursecatalogue.uva.nl">coursecatalogue.uva.nl</a>	The course catalogue
<a href="http://student.uva.nl/en/sis">student.uva.nl/en/sis</a>	This Student Information System gives you an overview of your grades and course registration on this page.
<a href="http://blackboard.ic.uva.nl">blackboard.ic.uva.nl</a>	This platform for students and lectures is the place to find course information and syllabi (available at least 2 weeks before start of the course)
<a href="http://studyinholland.nl">studyinholland.nl</a>	A website especially for international students in the Netherlands offered by the Netherlands Organisations for International Cooperation in Higher Education (NUFFIC). The website gives a good view of studying in Holland and includes practical and cultural matters and also information about how the Dutch educational system works.

## WHERE TO GO FOR ASSISTANCE

<p><b>Student Service Desk (SSD)</b></p> <p>Amsterdam Roeterseiland Campus Building REC E 0.01 Nieuwe Achtergracht 166 1018 WV Amsterdam</p> <p>Phone: +31 20 525 8080 Fax: +31 20 525 2921 Contact: <a href="#">digital student service desk</a> Opening hours: Mon to Fri 9.0 am- 5.00 pm</p>	<p>The Student Service Desk (SSD) is the general information centre of the UvA. It is the first port-of-call for all students with general questions and it takes care of a number of services such as matters regarding enrolment, residence permit, housing, studying, opening a bank account, and student ID card and finances.</p> <p>The SSD also maintains a large documentation centre with information about other Dutch universities and studying abroad.</p>
<p><b>Education Desk Communication Science</b></p> <p>Address: Amsterdam Roeterseiland Campus Building REC C, 7.02 Nieuwe Achtergracht 166 1018 WV Amsterdam</p> <p>Phone: +31 (0) 20-525 3003 E-mail: <a href="mailto:educationdesk-cs@uva.nl">educationdesk-cs@uva.nl</a> Opening hours: Mon to Fri 9 am- 5 pm</p>	<p>The central information point for general information about the Communication Science department and its programmes. You can go here for questions regarding your course registration, transcripts, grades etc..</p>
<p><b>Study Advisement Team</b></p> <p>Mr. Erik Weijers MSc., Ms. Nhu Nga Trang MSc. and Ms. Sara-Jane van der Vegt MSc.,</p> <p>E-mail: <a href="mailto:mundusjournalism@uva.nl">mundusjournalism@uva.nl</a></p> <p>Walk-in consultation hours: Every Tuesday from 14:00h until 16:00h (for short questions)</p> <p>Personal appointment: for longer questions and/or personal circumstances, you can schedule an appointment via the Education Desk.</p>	<p>Specific questions pertaining to your study programme, including any aspect of rules and regulations or for any type of more general counselling, study issues and advice.</p> <p>At the Education Desk, you can set an appointment with one of the student advisers by phone or in person. The duration of appointments is 30 minutes.</p>
<p><b>Study Associations</b></p> <p>Mercurius: <a href="http://mercurius-uva.nl">mercurius-uva.nl</a> AEGGEE: <a href="http://aegge-amsterdam.nl">aegge-amsterdam.nl</a> ASVA: <a href="http://asva.nl">asva.nl</a></p>	<p>Every study programme has its own student organisation. Student organisations are active in a variety of fields such as social and academic related activities, and book discounts. Student organisations often play an important role in department and faculty committees.</p> <p><b>Mercurius</b> is the study association of the Communication Science department. In addition, there are student unions which represent interests of all students such as ASVA. Student organisation such as <b>AEGEE</b> and <b>ISN</b> look after interests of international students.</p>
<p><b>International Student Network (ISN)</b></p> <p>Website: <a href="http://isn-amsterdam.nl">isn-amsterdam.nl</a> Email: <a href="mailto:info@isn-amsterdam.nl">info@isn-amsterdam.nl</a> Phone: +31(0) 20 525 3721</p>	<p>The International Student Network Amsterdam (ISN) is part of the Erasmus Student Network (ESN), and organizes a wide array of activities including weekend trips, city tours and weekly drinks. At the beginning of each semester, the ISN organises an introduction period for all newly arrived UvA international students.</p>



## 4. RULES AND REGULATIONS

### TEACHING AND EXAMINATION REGULATIONS

Whilst studying at the University of Amsterdam students must abide by the University's Academic Regulations and General Regulations. A printed copy is available at the student desk and the teaching and examination regulations can be found online at [student.uva.nl/mcs](http://student.uva.nl/mcs).

Please read these [teaching and examination regulations](#) carefully as it is in your interest to familiarise yourself with the regulations and procedures.

### FEEDBACK AND COMPLAINTS

During the semester you will have a number of opportunities to give your views on how individual modules and degree schemes are running. We welcome constructive comments and will act swiftly to resolve any fundamental problems. Usually, you are asked to fill out a questionnaire at the end of the course requesting your comments and feedback. An overall evaluation session is planned in the last week of the semester.

There are official channels and procedures by which students can lodge complaints. However, problems can often be solved more quickly through informal means. Students with a complaint can contact the academic advisers or the study adviser. The study adviser can give you further information about the official complaint procedures. More information about these procedures are also available at [student.uva.nl/mcs/az](http://student.uva.nl/mcs/az).

Alternatively, you can approach the student Ombudsstudent, who is an independent point of contact for Communication Science students. For more information about this, see [student.uva.nl/az](http://student.uva.nl/az).

### EXAMINATIONS BOARD

The Examinations Board ([examboardjournalism@uva.nl](mailto:examboardjournalism@uva.nl)) is responsible for the organisation and coordination of all exams. Also, the Board mediates between the examiner and examinee in the case of conflict. Students can write the Board in case they seek exemptions, the approval of (extra curricular) courses, free or special programmes or in case they would like to request for dispensation for entry requirements. Also, students can file complaints regarding exams and exam results.

Before submitting a request with the examinations board, it is advised to contact the study advisement team. They can advise you on the request you have and assist you with the procedures.

