

**B. PROGRAMME-SPECIFIC SECTION OF THE TEACHING AND EXAMINATION
REGULATIONS OF THE ADVANCED PROFESSIONAL PROGRAMME IN
CONSERVATION AND RESTORATION OF CULTURAL HERITAGE**

**FACULTY OF HUMANITIES
2021-2022**

The Teaching and Examination Regulations are divided into two components (Section A and Section B). Always consider the two parts as a whole.

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Section B: Programme-specific section

1. General provisions

Article 1.1 Definitions

- a. Advanced Professional Programme: in Dutch: postinitiële opleiding;
- b. course manual: the manual containing all information relevant to the unit of study curriculum and examinations. The course manual is made available no later than two weeks before the start of the unit of study;
- c. feedback: the feedback provided by a supervising lecturer to a student on a study result, offering insight into the degree to which the student has mastered the correct knowledge and skills levels;
- d. internship: period spent completing conservation training at conservation studio's and/or institutions that meet the quality assurance criteria, as part of becoming a qualified conservator-restorer. During their internship students are supervised by a conservator, conservation specialist or researcher from the internship organisation/studio, referred to as the external internship supervisor.
- e. language of instruction: the language in which a unit of study is taught and tests are administered. The language of instruction is stated in Article 1.2;
- f. project placement: external project placements with a clearly defined and demarcated objective. The supervision and final responsibility are matters for the supervising lecturer, who must also give explicit permission for the objective(s) of the project and the proposed treatment;
- g. Rules and Guidelines for the Examinations Board: the Examinations Board Regulations as adopted and published by the Examinations Board each year, which form a supplement to the Teaching and Examination Regulations;
- h. semester: a consecutive part of the academic year which, after having deducted any holiday periods in that part of the year, consists of 20 weeks;
- i. student: a person enrolled at the University to receive instruction and/or sit the examination as part of the certificate programme.
- j. supervising lecturer: is a UvA staff member who is responsible for the supervision of the practical work during the Object Based Practicals (see Appendix 1) and is the first point of contact for the students at the university during the internships;

Article 1.2 Certificate programme information

1. The Advanced Professional Programme (APP) in Conservation and Restoration of Cultural Heritage is offered on a full-time basis and the language of instruction is English.
2. The programme has a workload of 120 ECTS.
3. If the APP thesis, which is written in the form of an article, is written in a language other than the certificate programme or track's language of instruction, then at least 30 ECTS of the units of study followed and completed by the student must have been in the programme or track's

language of instruction. Other requirements for the thesis are listed in the Thesis Regulations Master's programmes, which can be found at <http://www.student.uva.nl/humanities > A-Z > Thesis regulations Master's programmes>.

Article 1.3 Entry date

The programme is offered starting in the first semester of the academic year only. This entry date ensures that the programme can be completed within the nominal study duration. The start date of the specialisations that start their second APP year is 1 October, 2021.

2. Programme objectives and exit qualifications

Article 2.1 Objective of the certificate programme

The two-year Advanced Professional Programme in Conservation and Restoration of Cultural Heritage at the University of Amsterdam (UvA) is the final step of the four-year programme to become a qualified conservator, after successful completion of the Master's programme in Conservation and Restoration of Cultural Heritage at the UvA. The objective of this programme is to ensure students will develop excellent manual skills, coupled with advanced academic skills necessary to work as a conservator or conservation researcher.

Article 2.2 Exit qualifications

The student who has completed the Advanced Professional Programme:

1. is able to carry out their academic practice in line with the Netherlands Code of Conduct for Academic Practice (see the Netherlands Code of Conduct for Research Integrity on the website of the UvA: [Academic Integrity](#));
2. has acquired sufficient scientific knowledge to understand the chemical and physical properties of materials of the objects and the materials used for preventive/remedial conservation and restoration and as such can critically assess the implications of conservation/restoration actions;
3. is able to formulate a research plan independently with implementation of relevant research methods;
4. is able to carry out research independently and translate their findings in an academic research paper and/or presentation;
5. is able to weigh treatment options for a variety of objects within the chosen specialisation;
6. has written and oral communication skills with regard to the planning and execution of treatments and short or long-term research;
7. is able to communicate scientific knowledge and insights to a broader audience than the academic community;
8. carries out their work in line with the professional field's ethical standards (see the website of the European Confederation of Conservator-Restorers' Organisations: E.C.C.O.'s professional guidelines);
9. knows how to position themselves amongst major parties, participants in the field of conservation and restoration of their own specialisation;
10. is able to reflect on specialisation-specific theoretical and practical insights and is able to contextualise these within different institutional settings;
11. has developed excellent manual skills to carry out complex preventive/remedial conservation and restoration treatment(s).

3. Further admission requirements

Article 3.1 Admission requirements

1. Admission to the Advanced Professional Programme is possible for an individual who has adequate knowledge and understanding of the field of study as well as academic skills at Master's level. Any individual who has obtained a Master's degree in academic higher education in one of the following degree programmes at the UvA or another university in the Netherlands,

meets these requirements, provided that they have been positively assessed for progression to the Advanced Professional Programme:

- Master in Conservation and Restoration of Cultural Heritage

Also see article 3.3.1.

2. On behalf of the dean, the Admissions Board will investigate whether the interested person meets the admission requirements.
3. When the Advanced Professional Programme commences, candidates must have fully completed the Master's programme allowing admission to this certificate programme.
4. Entry into the second year of the Advanced Professional Programme and the continuation of the learning agreement is conditional upon the successful completion of the first year. Failed or dropped out students of the Advanced Professional Programme do not automatically have access to start in the next group and must apply for readmission to return, also see article 3.3.1.

Article 3.2 Pre-Advanced Professional Programme

Not applicable.

Article 3.3 Limited programme capacity

1. If necessary, the maximum programme capacity of the certificate programme shall be established prior to the start of the academic year. Students of the Advanced Professional Programme who register for the first time have priority over students of the Advanced Professional Programme who want to re-register because they previously failed or dropped out.
2. The specialisations of the Advanced Professional Programme that commence in 2021-2022 are: Contemporary Art (CA), Glass and Ceramics (GC), Paintings (PA) and Textiles (TE).
3. The specialisations that will start with the second year of the Advanced Professional Programme in 2021-2022 are: Book and Paper (BP), Historic Interiors (HI), Photography (PH) and Wood and Furniture (WF).

Article 3.4 English-language requirements for English-language Master's and Advanced Professional programmes

1. The proficiency requirement in English as the language of instruction can be met by the successful completion of one of the following examinations:
 - IELTS: 7, with a minimum score of 6.5 for the separate test components;
 - TOEFL internet-based test: 100, with a minimum score of 24 for reading, 22 for listening, 25 for speaking and 24 for writing;
 - Cambridge International Examinations: minimum score C1 Advanced (CAE) with a minimum score of 190;
2. Students shall be exempt from the English language proficiency examination referred to in the first paragraph if, prior to commencing the certificate programme, they:
 - obtained a vwo high school diploma and a Bachelor's degree at an accredited Dutch university or a Dutch university of applied sciences (hbo);
 - obtained a havo high school diploma with an '8' or higher for English and a Bachelor's degree at an accredited Dutch university or a Dutch university of applied sciences;
 - obtained a Bachelor's degree with English as the official language of instruction at an accredited university;
 - hold an 'International baccalaureate' diploma (English Language).
3. A student who does not meet the requirement regarding a command of the English language may submit a reasoned request for exemption to the Examinations Board, provided that all the documents required for enrolment have been submitted to the Admissions Office. The reasoned request must demonstrate that the student meets the language proficiency requirement in a formal and verifiable manner. Personal statements from the candidate or from third parties shall in principle not fulfil the requirement.

4. Curriculum structure

Article 4.1 Composition of the certificate programme

Year 1

- 45 ECTS in specialist modules: Object Based Practicals, covering the theory and practice of the chosen specialisation;
- 9 ECTS in joint workshops: Advanced Skill Building in Conservation I and II.
- 6 ECTS academic paper and research proposal

Year 2

- 42 ECTS internships
- 18 ECTS Research project and research paper

Article 4.2 Compulsory units of study

The compulsory units of study are listed in Appendix 1 to the Teaching and Examination Regulations, Section B (this section).

Article 4.3 Electives

Not applicable.

Article 4.4 Free curriculum

Not applicable.

Article 4.5 Sequence of examinations

Some examinations and/or practical exercises of the following components cannot be taken until after the student has passed the examination or the examinations of the relevant components:

- the APP year 2 oral examination can only be organised once all other assessed components of the APP year 1 programme have been completed

Article 4.6 Further conditions for participation in units of study and examinations

1. Admission to units of study with limited capacity is based on predefined admission criteria and rules for priority admission as published in the Course Catalogue, on the understanding that students enrolled in the certificate programme are given priority when enrolling for units of study in the compulsory part of their programme.
2. Exclusively students who are enrolled in the Advanced Professional Programme can take part in tests and examinations of the Advanced Professional Programme.
3. Registered students must attend the first meeting of a unit of study component. Should they be unable to attend, they must contact the supervising lecturer in advance. Students who are absent without notice or without a valid reason can be excluded from participation.

Article 4.7 Further conditions for examination opportunities

Theoretical assignments: a re-sit of the theoretical assignments is offered within the semester. If the student fails the re-sit, they cannot continue their study (see article 3.1.5 and 3.3.1). For the following theoretical assignments in the Advanced Professional Programme year 1 and 2 it is possible to arrange a re-sit:

- articles (including written exam)
- posters
- presentations
- portfolios
- reports

Practical assignments: The practical nature of the training (one-on-one supervision) and the limited capacity of the studios make it impossible to re-sit these specific unit of study components in the usual way. Therefore the re-sits for the practical assignments listed below are arranged as follows:

1. **Advanced Professional Programme year 1:** the practical components of the assignments are excepted from the re-sit arrangement. They cannot be retaken within the same year, because the

practical part of the unit of study is assessed as a whole within the first year of the Advanced Professional Programme. The practical assignments of the Advanced Professional Programme year 1 consists of the following components:

- assessments of the Object Based Practicals 5 and 6
 - joint workshops
 - oral examination
2. Advanced Professional Programme year 2: the practical components of the assignments are excepted from the re-sit arrangement. They cannot be retaken within the same year, because the practical part of the unit of study is assessed as a whole within the second Advanced Professional Programme year. The practical assignments of the Advanced Professional Programme year 2 consists of the following components:
- internship assessment(s)
 - research project assessment
 - oral examination

Any further conditions for participation in the resit shall be laid down in the examination regulations for each unit of study. The examination regulations are incorporated in the course manual.

Article 4.8 Further conditions for exemption

The following units of study shall be excluded from the possibility of exemption, as referred to in Section A, Article 4.7:

- Research Project and Research Paper (thesis)

Article 4.9 Validity period of results

The validity period of the examinations and examination exemptions below is limited as follows:

- not applicable.

Article 4.10 Certificate

A student who passes the final examination is awarded a certificate of the Advanced Professional Programme in Conservation and Restoration.

Article 4.11 Internships

1. During their second year of the Advanced Professional Programme, students must complete (an) internship(s) of 42 ECTS.
2. The internship will be assessed with a ‘grade in numbers’ by the external internship supervisor in consultation with the UvA supervisor via an assessment form, see the APP Internships: period 1 and 2 course manual.
3. The procedure for doing an internship is set out in the APP Internships: period 1 and 2 course manual.

5. Academic student counselling

Article 5.1 Academic student counselling

The academic student counselling for this programme consists of:

- tutoring (www.student.uva.nl/humanities > A-Z > Tutoring);
- study adviser (www.student.uva.nl/humanities > A-Z > Study advisers).

6. Teaching evaluation

Article 6.1 Teaching evaluation

The certificate programme is responsible for evaluating the quality of its education. The Faculty makes course evaluation reports available to this end. Additional forms of evaluation may be carried out at the programme's own discretion. The Programme Committee is entitled to receive all teaching

evaluations and is expected to discuss them. The Programme Committee can also collect information about teaching quality by other means.

7. Transitional and final provisions

Article 7.1 Amendments and periodic review (Section B)

1. Amendments to Section B of the Teaching and Examination Regulations shall be adopted by the dean following approval and consultation of the representative advisory bodies of the Faculty.
2. Amendments to Section B of the Teaching and Examination Regulations shall require the approval of the Faculty Student Council for components that do not relate to the subject matter of Section 7.13, subsection 2 under a – g and v of the WHW. The Faculty Student Council shall retain the right to be consulted regarding other components.
3. An amendment of Section B of the Teaching and Examination Regulations shall require the approval of the Programme Committee for the components that relate to the subject matter of Section 7.13, subsection 2 under a1 through e, g and v of the WHW. The Programme Committee shall retain the right to be consulted regarding other components.
4. Amendments to the Teaching and Examination Regulations may only pertain to an academic year that is already in progress if it can be demonstrated that this does not harm the interests of students.

Article 7.2 Transitional provisions

1. To accommodate students who, on the date these Regulations become effective, have already successfully completed one or more units of study in accordance with previous regulations, but have not yet fulfilled all the requirements for the examination and whose interests are harmed by provisions in these Regulations that deviate from the provisions in previous regulations, the Examinations Board will define transitional provisions, in compliance with the regulations pertaining to examinations and study units laid down in the WHW.
2. If applicable, transitional provisions concerning curriculum changes are included in Appendix 2.

Article 7.3 Publication

1. The dean will ensure proper publication of Sections A and B of these Regulations, as well as all amendments to them.
2. The Teaching and Examination Regulations will be published on the Faculty's website.

Article 7.4 Entry into force

Section B of these Regulations comes into effect from 01 September 2021.

Adopted by the dean on 29 June 2021.

Approval and advice of the representative advisory body:
Programme Committee on 27 March 2021.

Appendix 1 - Compulsory units				
Advanced Professional Programme year 1				
Units of study track Contemporary Art	Credits	Academic year	Period (semester, block)	Level
Object Based Practical 5: Contemporary Art	21	2021/2022	semester 1	APP year 1
Advanced Skill Building in Conservation I	6	2021/2022	semester 1	APP year 1
Academic Writing: paper on conservation	3	2021/2022	semester 1, block 1, 2	APP year 1
Object Based Practical 6: Contemporary Art	24	2021/2022	semester 2	APP year 1
Advanced Skill Building in Conservation II	3	2021/2022	semester 2, block 1, 3	APP year 1
Research Proposal: designing and presenting	3	2021/2022	semester 2	APP year 1
Units of study track Glass and Ceramics	Credits	Academic year	Period (semester, block)	Level
Object Based Practical 5: Glass and Ceramics	21	2021/2022	semester 1	APP year 1
Advanced Skill Building in Conservation I	6	2021/2022	semester 1	APP year 1
Academic Writing: paper on conservation	3	2021/2022	semester 1, block 1, 2	APP year 1
Object Based Practical 6: Glass and Ceramics	24	2021/2022	semester 2	APP year 1
Advanced Skill Building in Conservation II	3	2021/2022	semester 2, block 1, 3	APP year 1
Research Proposal: designing and presenting	3	2021/2022	semester 2	APP year 1
Units of study track Paintings	Credits	Academic year	Period (semester, block)	Level
Object Based Practical 5: Paintings	21	2021/2022	semester 1	APP year 1
Advanced Skill Building in Conservation I	6	2021/2022	semester 1	APP year 1
Academic Writing: paper on conservation	3	2021/2022	semester 1, block 1, 2	APP year 1
Object Based Practical 6: Paintings	24	2021/2022	semester 2	APP year 1
Advanced Skill Building in Conservation II	3	2021/2022	semester 2, block 1, 3	APP year 1
Research Proposal: designing and presenting	3	2021/2022	semester 2	APP year 1
Units of study track Textiles	Credits	Academic year	Period (semester, block)	Level
Object Based Practical 5: Textiles	21	2021/2022	semester 1	APP year 1
Advanced Skill Building in Conservation I	6	2021/2022	semester 1	APP year 1
Academic Writing: paper on conservation	3	2021/2022	semester 1, block 1, 2	APP year 1
Object Based Practical 6: Textiles	24	2021/2022	semester 2	APP year 1
Advanced Skill Building in Conservation II	3	2021/2022	semester 2, block 1, 3	APP year 1
Research Proposal: designing and presenting	3	2021/2022	semester 2	APP year 1
Advanced Professional Programme year 2				
Units of study tracks Book and Paper, Historic Interiors, Metals, Photography and Wood and Furniture	Credits	Academic year	Period (semester, block)	Level
Research Project and Research Paper (thesis)	18	2021/2022	semester 1	APP year 2
APP Internships: period 1	12	2021/2022	semester 1, block 3	APP year 2
APP Internships: period 2	30	2021/2022	semester 2	APP year 2