



**Objection Regulations for  
Controversies with the  
Executive Board**

#### Article 1 – Authority Executive Board

1. Objections can be raised to the Executive Board of the Protestant Theological University against decisions concerning:
  - o Reduction of or exemption from tuition fees or examination fees;
  - o Financial support;
  - o Registration or deregistration.
2. The Executive Board does not make a decision with respect to an objection until after having received advice from the advisory controversy committee.

#### Article 2 – Composition and appointment advisory controversy committee

1. The advisory controversy committee consists of a president and two members. One of the members is a student of the Protestant Theological University.
2. The president is not a member of the Executive Board, nor employed under the responsibility of the Board.
3. The president and members are appointed by the Executive Board.
4. The operational term of the president and the members of the advisory controversy committee is restricted to a maximum of three years. The operational term of the president and members may be extended only once for the same period.

#### Article 3 – Procedure submission and treatment objection

1. The objection is submitted in writing to the official secretary of the Executive Board within six weeks after the decision that is being objected to has been announced.
2. The objection minimally consists of:
  - o Name, address and domicile of the person who submits the objection;
  - o An explicit description of the decision that is being objected to, where possible including a copy of the decision, or, in case the objection concerns the refusal or failure to make a decision, an explicit description of the decision that should have been made in the student's opinion;
  - o The grounds for the objection.Where appropriate relevant written documents are enclosed.
3. The person objecting to a decision as intended in article 1 may also apply to the student dean to submit his objection verbally. The student dean composes a written report of the verbal objection, which is signed by the person who objected and will then be considered as an objection submitted in writing. The student dean forwards the written report without delay to the official secretary of the Executive Board.
4. The official secretary acknowledges receipt of the objection in writing to the appellant. Simultaneously with confirmation of receipt, the official secretary informs the appellant that the objection will be sent to the advisory controversy committee.
5. The objection will be forwarded by the official secretary to the advisory controversy committee within two weeks of receipt of the objection, specifying the date of receipt.
6. In case of imminent urgency the president of the advisory controversy committee may be requested to determine that the advisory controversy committee advises the Executive Board as soon as possible. The president determines within a week after receipt of the objection if imminent urgency is the case and notifies appellant

and Board as soon as possible. The Executive Board then deviates from article 3 sub 20 by making a decision within four weeks after receipt of the objection by the official secretary.

7. Prior to advising with regard to the objection, the advisory controversy committee facilitates a hearing of the parties concerned. The committee notifies at the very least the person who submitted the objection.
8. A representative of the Executive Board is invited for the hearing and given the opportunity to clarify the Board's point of view.
9. The committee decides if the hearing is publicly accessible.
10. Hearing the parties concerned may be left aside if:
  - o The objection is clearly inadmissible;
  - o The objection is clearly unfounded;
  - o The parties have stated not to set store on the right to be heard, or
  - o The objection is met in full and other parties are not disadvantaged in their interests.
11. The term for parties to submit additional documents is ten days before the hearing.
12. Interested parties are heard in each other's presence.
13. Officially or by request parties may be heard separately, if it is plausible that a joint hearing will inhibit a careful treatment or in case circumstances will come to light during the hearing which require secrecy for fundamentally important reasons.
14. Where parties have been heard separately, they are notified of what has been discussed during the hearing without their presence. The committee may decide to deviate from this, of its own accord or by request of a party, if secrecy for fundamentally important reasons is called for.
15. A report is made of the hearing.
16. By request of the interested party witnesses and experts may be brought along and heard.
17. Should after the hearing facts or circumstances become known to the committee which may be of significant importance for the advice in relation to the objection, this will be communicated to the parties and they will again be given the opportunity to be heard.
18. Before the committee decides to establish its advice in relation to the objection, it explores the possibility of an amicable settlement between parties.
19. The advice of the committee is conveyed in writing and contains a report of the hearing.
20. The Executive Board decides within ten weeks after receipt of the objection.
21. Should the decision in relation to the objection deviate from the advice of the committee, the reason for deviating from the advice will be mentioned and the committee's advice will be sent along with the decision.
22. The decision is made known to the appellant.
23. If after receipt of the decision the appellant is of the opinion that the objection has not been treated in a satisfactory manner, he may appeal to the Board of Appeals for Higher Education.

#### *DISCLAIMER*

*Although every care has been taken to translate the texts of the Dutch regulations accurately, the original texts in Dutch are binding in case of differences in interpretation*