



MSc in Health Sciences for PhD candidates

A guide for PhD candidates and their supervisors



Table of contents

1. Study programme _____	2
1.1 Programme overview _____	3
1.2 Workload _____	3
1.3 Course attendance _____	3
1.4 Course evaluation _____	4
1.5 Electives _____	4
1.6 Cancelling course enrolment _____	5
1.7 External electives _____	5
1.8 Exemptions _____	6
1.8.1 Exemptions specific to PhD candidates _____	6
1.9 Information & communication _____	7
1.10 Health Sciences vs. PhD courses _____	7
2. Enrolment _____	8
2.1 Study plan _____	9
2.1.1 Modifications to the Study Plan _____	9
2.2 Master Research Project _____	9
2.3 Research deadlines _____	9
3. FAQ _____	10
4. Things to discuss with your supervisor _____	12

1. Study programme

1.1 Programme overview

The Health Sciences master has a study load of 70 EC. The programme is made up of several types of courses. Some of these courses are compulsory, while some are electives used to complete your required amount of EC in elective courses.

Type	Code	Required?	Period
Core	CK	Compulsory	Fall
Elective	EL	Elective	Spring
Lifelong learning skills	LLS	Compulsory	All year
Erasmus Summer Programme	ESP	Elective	August
Research	RES	Compulsory	All year

An exact overview of the required courses and the amount of EC associated with each component in your programme can be found [here](#), or in your study progress overview in OSIRIS.

1.2 Workload

The courses you follow as part of your Master in Health Sciences have a full-time workload. This means that during course weeks, you will have little time to work on your PhD research. It is important to discuss this with your supervisor prior to starting your master programme, to ensure the expectations are clear from both sides.

We want to stress that by following the master programme, you are signing up for a full study programme. During course weeks, we expect you to prioritize your course work over your PhD research work.

The required courses CK020 Biostatistics I and CK030 Biostatistics II have a blended setup, making these courses a bit more flexible. However, despite this setup, these courses still have a full-time workload.

1.3 Course attendance

Some courses have mandatory attendance, which means you are required to be present for at least 80% of the course in order to pass the course. Note that no mandatory attendance does not mean that attendance is not necessary – courses will often include group work, presentations, or interesting lectures that can only be attended in-class.

The Health Sciences programme does not offer hybrid courses. It is therefore not possible to follow courses while abroad!

1.4 Course evaluation

Each course is concluded with a mandatory evaluation. At the end (or shortly after) the course, you will receive an email from the evaluation system EvaSys asking you to complete the evaluation. You will receive a pass result for the evaluation once the evaluation period is over. If you fail to complete the required evaluation, you will be asked to submit an alternative evaluation assignment in order to be able to receive the course EC.

Course evaluations are anonymous, but please remain polite and constructive when offering feedback.

Note that evaluations are only required for Health Sciences courses. PhD courses do not include a required evaluation.

1.5 Electives

Your elective courses make up an important part of your programme. The Health Sciences programme offers a wide range of elective courses that allow you to either delve deeper into topics related to your research, or to broaden your horizon through other topics that may be newer to you.

Within the programme, electives are offered during two periods: the winter-spring semester (January – June) and the Erasmus Summer Programme (ESP), a 3-week summer school that is organized every August. Elective courses are generally short courses with a duration of about a week, covering specific topics. In your study progress overview in OSIRIS you can see how many EC in elective courses you are required to complete over the course of your programme.

It is possible to sign up for elective courses during the enrolment period in the fall (for the winter-spring semester) and in the spring (for the ESP). Students will be notified about this enrolment period before enrolment opens. Note that courses may fill up before the end of the enrolment period, after which it is no longer possible to sign up for these courses.

It is only possible to sign up for the elective courses during these specific enrolment periods, and students are expected to attend and complete the courses they have signed up for. Please consider carefully which elective courses you choose and make sure you are available during the course dates. Due to limited available spots in

courses, enrolling in a course you will not attend may prevent another motivated student from participating in that course.

Not showing up for courses you have signed up for or repeatedly cancelling your participation last minute can lead to the programme submitting a report to the examination board for failing to show adequate professional behavior.

1.6 Cancelling course enrolment

On rare occasions, it might be necessary to cancel your enrolment in an (elective) course. In these cases, you should always contact Education & Student Affairs (via [STiP](#)). It is not possible to give your spot in a course to someone else in your department, as enrolment happens through OSIRIS.

As noted before, please consider carefully which elective courses you choose and make sure you are available during the course dates. Due to limited available spots in courses, enrolling in a course you will not attend may prevent another motivated student from participating in that course.

Not showing up for courses you have signed up for or repeatedly cancelling your participation can lead to the programme submitting a report to the examination board for failing to show adequate professional behavior.

1.7 External electives

In addition to the courses offered within the programme, you are also able to follow elective courses at other institutions or universities. If you would like to have external elective courses count toward your elective EC total, you are required to submit a request to the examination board via OSIRIS Case. We recommend you do this before following the course, so you know beforehand whether that specific course is allowed to be included in your exam programme. External elective courses need to meet a number of requirements, which can be found on the General Information page in Canvas (under Electives). These requirements include (a.o.):

- The subject needs to be research-related in health sciences;
- The course needs to be at master's level or higher;
- The course needs to be on a subject that the Health Sciences programme does not offer;
- The course cannot be a skills course.

Additional requirements, including the information that should be included in your request to the examination board, can be found on the General Information page in Canvas.

1.8 Exemptions

Depending on your situation, it may be possible for you to request exemption for up to 14 EC in total. This is possible in the following cases:

1. You have completed one or more of the required and/or elective courses prior to starting your master programme.
2. You have completed courses comparable to one or more of the required courses prior to starting your master programme.

In both cases, you must submit a request to the examination board via OSIRIS Case to have these courses count toward your master programme. For Health Sciences / Graduate School courses, a screenshot of your result, along with the course title and academic year, is sufficient documentation. If you want to request exemption based on a course followed at another institution (including another EUR School), your request should include a clear course description, containing also the EC points attributed to the course or the study load related to the course. In addition, add a short motivation, explaining why you think that the course fulfils the requirements.

1.8.1 Exemptions specific to PhD candidates

The Erasmus MC Graduate School offers courses that provide highly similar content to two of the required Health Sciences courses. Students who have completed these PhD courses or are planning to participate in these PhD courses are able to request an exemption for the equivalent Health Sciences course. Exemption requests for these courses work the same way as regular exemption requests, i.e. by submitting a request to the Examination Board showing proof of successful completion.

Health Sciences course	PhD equivalent	Specific requirements
Scientific Writing in English for Publication (LLS01)	Biomedical Writing (PHDCO-005)	
Intervision (LLS05)	PhD Intervision (PHDCO-008) <i>More information can be found on Agora (only accessible via Erasmus MC network).</i>	Students who wish to complete their Health Sciences master in 1 year need to have either started the PhD Intervision in April prior to the start of their Health Sciences programme, OR need to follow LLS05 Intervision in order to be

		able to graduate in time. Due to the duration of the PhD Intervention course, it is otherwise not possible to complete the course prior to graduation.
--	--	---

1.9 Information & communication

The main forms of communication used by the programme are Canvas, email, and [STiP](#). Note that we will always send our emails to your **student** email address, and not your employee email address. Your student email address is the address that ends in @student.eur.nl (e.g. 123456ab@student.eur.nl).

Canvas is the online learning environment in which you will find all course-related information. The Canvas pages for courses will generally be available about two weeks before the start of the course and include the detailed course schedule. Course coordinators and teachers will mostly communicate via announcements in Canvas, so please make sure that your notifications are enabled to avoid missing important course information. Canvas notifications are also sent to your student email.

In addition to the Canvas pages of individual courses, information about the programme, requirements for the research project, and electives can be found on the Health Sciences General Information Canvas page.

More general information about topics such as enrolment, student support and IT can be found on the [Student Information Portal \(STiP\)](#).

Information on class locations and room schedules can be found on [MyTimetable](#). Note that this schedule only lists the live sessions for each course, and does not include the time you are expected to spend on self study as you generally have more flexibility in scheduling this. However, if there are multiple live sessions listed on the same day of a course, it is likely that you will be expected to complete some self study between these sessions.

1.10 Health Sciences vs. PhD courses

Your programme is made up of courses offered by the Health Sciences programme. However, as a PhD student you may also complete some PhD courses. Some PhD courses can be used as a replacement for some of the required courses in your programme (see heading 'Exemptions'), while some courses can count as electives. These courses need to meet the requirements as noted under the heading 'External

v. jan 26



electives'. This means that skills courses offered by the PhD side of the Graduate School cannot count towards your exam programme.

Note that PhD courses you've completed will never automatically count towards your Health Sciences master programme. In order to have these courses included in your exam programme, you are required to submit a request to the examination board through OSIRIS Case.

2. Enrolment

2.1 Study plan

As part of your application, you are required to complete a study plan. This document outlines your intended course schedule and must be signed by both you and your promoter. It is important that you discuss your study plan with your promoter to ensure they are aware that you are unavailable for PhD-related work during the periods when you are attending courses.

The programme coordinator will review your study plan to assess its feasibility. Once you are admitted, Education & Student Affairs (E&S, formerly known as OSC) will use your study plan to enrol you in all listed compulsory courses for the upcoming academic year. This enrolment takes place once per year, in August.

Please note that enrolment in elective courses is your own responsibility. Elective course registration opens annually in November and remains open for one week only. Any changes to your elective course selection after this period require written approval from your supervisor or promotor.

2.1.1 Modifications to the Study Plan

You are allowed to make changes to your study plan. Each summer, E&S will contact you to inquire whether any updates are necessary. Please ensure you respond timely.

2.2 Master Research Project

Your PhD research may be used as the basis for your Master research project, supervised by your PhD supervisor. This means that your PhD supervisor also acts as the first assessor for your Health Sciences master research project. An independent second assessor will be appointed by the Health Sciences programme to ensure that your research project meets all necessary epidemiological and academic standards.

2.3 Research deadlines

The research project is a major part of your master programme. Information about the requirements for the different components of the project can be found on the Health Sciences General Information page in Canvas. You are required to submit the following components during your research project:

- Research proposal
- Midterm presentation
- Final thesis + integration paragraph

If you complete your programme over the course of multiple years, you may also spread out your research project over this period. In that case, the final deadlines for each component are the deadlines in your graduation year.

If you require an extension on any of these deadlines, contact Education & Student Affairs (via [STiP](#)). Components submitted late without a previous request for an extension will be registered as a resit.

3. FAQ

Q: What kind of support can I expect during my studies?

A: In addition to the support of the Health Sciences programme coordinators and administration team, there are various university resources available to students in our programme; academic advisors, student counselors, confidential counselors etc. More information can be found on [STiP](#).

Q: Do I have to pay tuition fees for the MSc programme during my PhD?

A: No, enrolment in the MSc Health Sciences programme is free as long as you are a registered PhD student in Hora Finita.

Q: Which email account do you use to communicate with students?

A: The programme will always contact you via your student email account (@student.eur.nl), never via your employee account (@erasmusmc.nl) or private email address.

Q: Will I receive certificates for completed courses?

A: No separate certificates are issued for students enrolled in the master programme. Students can view their progress and completed courses in their Study Progress Overview in OSIRIS.

Q: Are there any information sessions I should attend?

A: Yes, make sure to attend one of the PIN information sessions before you start your programme, as important details about the combination of the master programme and your PhD track are explained during these sessions. Check out the PhD newsletter for more information. The sessions are organised yearly around springtime.

Q: I have a disability, functional impairment, illness or another condition that may impact my studies. What types of additional support are available?

A: If this is the case for you, please contact one of the academic advisors as soon as possible to discuss your specific needs and possible provisions. If possible, we recommend that you contact the academic advisors prior to the start of your programme, as the process of determining and arranging relevant provisions can take some time. Although there are some standardized provisions (such as extra time for students with information processing difficulties), provisions are generally considered on a case-by-case basis as the specific needs of students can vary widely. More information about studying with a disability can be found on the [EUR website](#).

v. jan 26

4. Things to discuss with your supervisor

Prior to starting your master programme, there are several things you should discuss with your supervisor and/or department to ensure you will be able to successfully balance completing the programme and your PhD work.

1. Overall programme
 - a. Explain to your supervisor what the master programme looks like and what you will be doing over the course of the programme. It is important that your environment understands that this is a full master that will take a significant amount of time to complete.
2. Workload and priorities
 - a. The courses you follow as part of your Master in Health Sciences have a full-time workload. This means that during course weeks, you will have little time to work on your PhD research and we expect that you prioritize your course work. Discuss the expectations both you and your supervisor have, and how you expect to deal with the workload of both a master programme and a PhD.
3. Elective courses
 - a. It is useful to discuss your elective options ahead of time, to ensure that you are able to enroll in the electives that suit your research and your interests. Maybe there are some external elective courses that would be interesting to include?
4. Research supervision
 - a. Your PhD supervisor will act as your supervisor during the research project of your master programme. Share our supervisor guide (available [here](#)) with your supervisor so they know what is expected of both you and them throughout your project.