

# Terms and conditions

## Extra lessons

The Extra Lessons Platform can only be used by members of G.F.S.V. "Pharmaciae Sacrum". If a member wants to sign up as a teaching assistant, he or she needs to have passed the course(s) he or she wants to tutor in with a 7 or higher. We expect proof of your grade for the course which can be obtained in the form of a certified grade list at the Educational Support Center (via: <https://student.portal.rug.nl/infonet/studenten/fse/programmes/msc-far/arrange/>). Members with previous experience can also sign up as teaching assistant in the courses which he or she has experience as a teaching assistant. We expect that every teaching assistant will prepare the extra lessons and fully understand the material that is being taught. In accordance, we expect an active attitude from the student during the extra lessons.

We will try to connect a student and a teaching assistant within a week. When no teaching assistant can be found after this week, we will notify the student. The student remains in our system until we find a suitable tutor or if he or she asks to be removed. The student will automatically be removed from our system after the re-examination of the course in question. After we have connected the student and the teaching assistant, the payment and scheduling of the extra lessons will be mutually arranged. The individual lessons cost €10,- per hour. We recommend paying for each extra lesson immediately afterwards in order to avoid conflict. Payment of the extra lessons must be completed within two weeks of the last extra lesson. The consequence of exceeding this period is exclusion of the Extra Lessons Platform.

## Priority regulation

With individual lessons, it is possible that the demand for tutoring is greater than the supply at that time. For this reason, a priority arrangement is used for all students who wish to receive tutoring. Several components determine which student has priority to receive individual tutoring. A student who has had one or more resits for the current course will have priority over other students. A student will have priority if he or she has participated in one or more previous group lessons for the current course.

If several students have taken a group lesson for the relevant subject, the student with the most resits will be given priority. Students who have participated in previous group lessons have priority over students who have had one or more resits for the course in question.

For tutors, the student who registers first to give individual tutoring is given priority, provided he or she meets all the conditions.

*The board members of G.F.S.V. "Pharmaciae Sacrum" reserve the right to depart from this priority arrangement at any time if they deem this necessary on special request.*

## Disclaimer

G.F.S.V. "Pharmaciae Sacrum" is not responsible for the quality of the extra lesson. We try to maintain the quality by setting a minimum grade for teaching assistants and by evaluating the individual lessons.

G.F.S.V. "Pharmaciae Sacrum" only offers the Extra Lessons Platform and connects students with teaching assistants. The further arrangement and payment of the extra lessons is done by teaching assistant and student themselves. Therefore, G.F.S.V. "Pharmaciae Sacrum" is not responsible for any non-payment or shortcomings.

By registering for the platform, you agree that your personal information (name, e-mail and telephone number) will be shared with G.F.S.V. “Pharmaciae Sacrum” and students or teaching assistants who registered on the platform. The certified transcript of your grades will be treated confidentially. We will only check the grade of the course in question and delete the certified transcript afterwards.

## **Evaluation**

After the (re-)examination, both teaching assistant and student will evaluate the individual lessons via a google form. The evaluation will be used to improve the individual lessons and to evaluate this platform.