

University of Amsterdam Global Exchange Programme

Information sheet 2016-2017

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Student Services
International Student Affairs
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Information

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Team

Director Ms. Willeke Jeeninga
Partnership agreements and exchange balance

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General programme management and student advising

Outbound Mobility Ms. Ingeborg de Brieder – Senior Liaison Officer
Ms Mariël van der Veldt – Junior Liaison Officer
Ms Ines Jonkhoff – Junior Liaison Officer

Inbound Mobility Mr. Maarten Terpstra – Junior Liaison Officer
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About the UvA

World-class education Founded on a tradition of highly integrated academics, the University of Amsterdam enjoys a global reputation for cutting-edge research, high-quality teaching and a broad range of degree programmes. Our open, tolerant and international academic tradition dates back to 1632, and continues strong today thanks to our thriving community of independent thinkers. Now, with more than 31,000 students, we are considered one of the best research universities in the world. We strive for excellence in teaching and research, and are proud to offer you one of the largest selections of English-taught programmes in continental Europe.

Studying in Amsterdam Amsterdam provides an ideal environment for academic study. As the capital city with a population over 790.000 inhabitants Amsterdam is the financial, creative and cultural heart of the Netherlands. It is also home to numerous (international) companies, institutions and museums. The city boasts beautiful architecture and more than 150 canals, lending Amsterdam its unique and charming historical ambience. The people of Amsterdam are easy going and welcoming to foreigners since English is the city's second language. Getting around is easy using the extensive public transport system, or you can explore the city by bike, discovering places no cars, buses or trams can take you.

Exchange The Global Exchange Programme is an extensive network of 90 non-European partner universities facilitating student exchanges. Ambitious students at one of our partner universities are encouraged to participate in a challenging and inspiring academic exchange programme at the UvA.

Academic tradition www.uva.nl/exchange > On exchange at UvA > Academic climate

Deadlines

**Deadline for nomination
(by host university)** Semester 1: 1 April
Semester 2: 15 September

**Deadline for receiving
application documents** Semester 1: 15 April
Semester 2: 1 October

Application

Nomination procedure Official nomination from the home university is a strict requirement to be eligible to apply for the Global Exchange Programme. Nominations forms will be emailed to partner universities before the nomination deadline.
www.uva.nl/globalexchange > Application and Admission

Application procedure Application instructions will be sent directly to the student's email address.

Required documents (Soft copy / digital scans)	• Completed Global Exchange application form • Certified copies of academic transcripts of all universities attended • Letter of motivation • Copy of CV/Resume • Copy of valid passport / ID card <i>For non-native speakers of English:</i> • Certified copy of English language test results
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Programme information

Language of instruction	English
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Level	Most courses are on bachelor (undergraduate) level. The availability of master (graduate) courses differ per department, admission is done on case-by-case basis. Please consult the UvA international office as soon as possible.
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An exception is the Amsterdam Law School (ALS); exchange students can only take master's courses at the Amsterdam Law School and do not need a completed bachelor's degree, however, students do need to have at least two full years of academic background in Law.

Departments open to exchange students	• Amsterdam University College - Liberal Arts & Science • Child Development and Education • Communication Science • Economics and Business • Humanities • Law • Psychology • Science - Interdisciplinary Studies • Social Science
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Course information	www.uva.nl/globalexchange > courses
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Course placement	All incoming students are advised to be as flexible as possible with their course selection. We aim to register students for preferred courses but we cannot guaranteed course placement. Placement is generally not confirmed until right before the start of the semester.
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Course selection	Students are advised to select courses from one academic department at the UvA. In certain cases it is possible to take one or two courses in another department, but this can only be arranged on a case-by-case basis by your academic advisor and is dependent on availability of courses.
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Limited enrolment	Due to a high demand and space constraints, Amsterdam University College (Liberal Arts & Science) has limited access and therefore reserves the right to review applications on motivation, background, study progress and GPA.
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Not open	Medicine, Dentistry, Graduate School of Social Science, MSc. Business Studies.
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Dutch language

Dutch Language courses	Each semester, the Institute for Dutch Language Education (INTT) of the UvA offers extensive Dutch courses (non-credit bearing) for international students at absolute beginners, beginners, intermediate and advanced level.
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Costs & reimbursement	The costs for the semi-intensive course (recommended) is €260 and need to be paid in advance. All Global Exchange students may apply for a reimbursement of €260 upon successful completion of the course. However, Intensive Dutch summer courses are not eligible for this scholarship and has to be financed by the student.
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Application	Applications go through the Office of International Student Affairs. The application form can be found on the INTT website www.intt.uva.nl
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Dutch culture and society + Dutch language	Each semester the Faculty of Humanities and INTT offer a combined course, consisting of a Dutch language component and a culture and society component. The combined course is worth 12 EC. The Dutch language component is not offered without the culture and society component. However, the Dutch Culture and Society component is offered separately in a 6 EC course Registration for these two courses is handled by the academic advisor of your UvA host department (not using the INTT application form).
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Credits, grading & transcripts

Full time course load	A full time workload for UvA students is 30 EC (European Credits). Exchange students generally take between 24 EC and 30 EC. If students wish to take less than 24 EC, permission is needed from the home university and their UvA academic advisor.
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Course requirements	According to Dutch immigration guidelines, students need to be enrolled in at least 18 EC per semester in order to be eligible for the student's residence permit.
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Early leave	If students finish a fulltime course load before the end of the semester (eg. in the first two blocks of the semester), they are allowed to return home earlier. Although the lease contracts cannot be shortened and cover (almost) the entire semester.
Credits per course	Generally 6 or 12 EC per course
Grading system	Most faculties at UvA use a grading system ranging from 1-10 (5.5 is a pass), Amsterdam University College uses the US letter system. Some courses may also be taken on a pass/non-pass basis.
Re-sits	All students at the UvA are allowed to re-sit exams if the initial grade is not sufficient to pass the course. Re-sitting an exam to improve a grade that already counts as a pass (>5.5) is not possible. For more information about rules & regulations please consult the host faculty at the UvA.
Transcripts	Official transcripts are automatically send to the exchange office of the home university approximately 6 weeks after the end of the semester.

Academic Calendar

Semester system	Two semesters, each comprising three blocks of 8, 8 and 4 weeks.
Semester 1	End of August 2016 – End of January 2017 Exams: end of each block
Semester 2	Early February 2017 – End of June 2017 Exams: end of each block
Collective days off	www.uva.nl/exchange > on exchange at UvA > Academic calendar

Entrance requirements

Language requirements	Non-native speakers of English should provide proof of proficiency in the English language by means of a <i>TOEFL</i> an <i>IELTS</i> . For specific entrance requirements see: www.uva.nl/globalexchange > Courses
Entrance Requirements	Student must have completed at least 120 ECTS (or the equivalent in local credits) at the time of departure for study abroad. Students should have a grade point average of 3.0 (US system) and a relevant academic background in the proposed field of study.

Entrance requirements *(continued)*

- Requirement for students wishing to take courses on the Master/Graduate level: Completed Bachelor/Undergraduate degree in the proposed field of study (excepts Amsterdam Law School).
- Each host faculty might have additional requirements. Please review additional requirements per faculty of choice to see if further conditions apply. Requirements are explained in the document for courses and faculty criteria .

For entry requirements see: www.uva.nl/globalexchange > Courses

Arrival & Orientation

Recommended arrival dates

Semester 1: Mid-August
Semester 2: Last week of January

Airport pick up

The University of Amsterdam offers a pick-up service from Schiphol (Amsterdam airport) during the recommended arrival dates.
www.uva.nl/pickup

Introduction period

Right after the recommended arrival dates
www.isn-amsterdam.nl

Faculty Introduction

Generally one week before the start of the semester

Accommodation

University housing

The UvA guarantees accommodation for Global Exchange students applying before the 'early bird' deadline. www.uva.nl/housing

Types of rooms

The UvA provides international students with student rooms in the city of Amsterdam and its surrounding area. The UvA offers various kinds of rooms, including shared rooms, private rooms with shared facilities and private rooms with private facilities.

Contract periods

Contract periods are fixed for the duration of the signed lease agreement and run for almost the entire semester. In rare cases students will be asked to move out before the end of the semester (due to cleaning purposes for the next semester). If needed, students will be offered appropriate accommodation.

Please note that it is not possible to shorten the contract if a student decides to arrive late, or leave early before the end of the term.

Housing application fee	One semester	€265 (early birds) / €315 (regular) with reservation
	Two semesters	€450 (early birds) / €525 (regular) with reservation
Approximate costs	The rental prices range from approximately €2000 to €3200 per semester, depending on room type. An additional administration fee of €150 applies for each new contract.	
Housing application	The UvA uses an online application system to process all applications for student accommodation. Once admitted to the Global Exchange Programme at the UvA, students will receive an email with a link to this online application .	

Insurance

Health	The UvA does not have a mandatory health insurance plan, but maintaining sufficient health insurance is mandatory. The UvA has special agreements for exchange students with certain insurance companies. For more information see www.uva.nl/insurance
Liability	Having sufficient liability insurance is mandatory in the Netherlands, in case of damage to other people or property.

Immigration procedures

Assistance	UvA Student Services assists all students with immigration procedures. The online application will start around four months before the beginning of each semester. www.uva.nl/visa
Visa (travel to Amsterdam)	Based up on the country of citizenship, students may need to apply for an entry visa. To find out whether you need a visa to travel to the Netherlands as a student, please use the visa wizard: www.nuffic.nl/en/entry-residence/visa-wizard
Residence Permit / WHS permit	All non-European/European Economic Area (non-EU/EEA) students will have to apply for a residence permit to legally reside and study in the Netherlands for a semester or full year. Students with the Australian, New Zealand and Canadian nationality may also apply for the Working Holiday Scheme permit (WHS permit) instead of the regular residence permit.
Chinese nationals	Students with a Chinese passport also need to apply for a NUFFIC certificate www.studyinholland.nl/practical-matters/visas-and-permits/nuffic-certificate-for-chinese-students

Ambassadors programme

Exchange Ambassadors Programme

As an ambassador, you will contribute according to your talents and interests. Working with other ambassadors in a mixed group of local and international students, you might get involved in advising students, organising events, writing articles or producing a newsletter. In return, you will receive training to help develop or enhance your intercultural, networking, project planning and professional skills. In 2015 the Global Exchange Ambassador Programme won the prestigious Orange Carpet Award for the sector Higher Education. www.uva.nl/ambassadors

Estimated living expenses

Provided figures are rough estimates, and based upon previous academic year

Residence permit (including Visa)	€ 325
Housing	€ 2,000 – € 3,200 per semester
Application fee (early bird)	€ 265 (one semester) € 450 (full year)
Administration fee	€ 150 (housing corporation)
Refundable room deposit	Equal to monthly rent (<i>ranges from € 380 to € 650</i>)
Personal expenses (including food)	€ 400 – € 500 per month
Books	€ 75 per month
Public Transport / Travel	€ 70 per month (if not using a bike)
Bicycle	€ 100 (<i>2ndhand, including lock</i>)
Insurance	€ 50 per month
Semester total	€ 5465