UNIVERSITY OF AMSTERDAM
Global Exchange Programme
Partner Information Sheet 2014 – 2015

General Information

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University of Amsterdam
www.uva.nl/en
Incoming students website
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www.uva.nl/globalexchange

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About

General
A modern university with a rich history, the University of Amsterdam (UvA) traces its roots back to 1632, when the Golden Age school Athenaeum Illustre was established to train students in trade and philosophy. Today, with more than 30,000 students, 5,000 staff and 285 study programmes (Bachelor’s and Master’s), many of which are taught in English, and a budget of more than 600 million euros, it is one of the largest comprehensive universities in Europe. It is a member of the League of European Research Universities (LERU), Universitas 21 (U21) and also maintains intensive contact with other leading research universities around the world.

Teaching and research at the UvA are conducted at seven faculties, with programmes offered in almost every field. Over time, the UvA has risen to international prominence as a research university, gaining an excellent reputation in both fundamental and socially relevant research. The UvA’s thriving doctoral programmes provide an excellent foundation for engaging in high-quality teaching and research.

The UvA seeks to offer an inspiring international academic environment in which both staff and students can develop their talents optimally. Characterised by a critical, creative and international atmosphere, the UvA has a long tradition of open-mindedness and engagement with social issues, in keeping with the spirit of the city with which it is inextricably linked.
**Global Exchange Programme**

The Global Exchange Programme consists of bilateral exchange agreements between the University of Amsterdam and 83 partner universities outside of Europe and 6 U21 member universities within Europe. All other exchanges between universities within the European Union are part of the ERASMUS exchange programme.

**Academic tradition**


**Faculties**

Schools/academic departments are generally called ‘faculties’ at the University of Amsterdam.

Faculties and specific departments open to international students are:

- Faculty of Humanities: Undergraduate Certificate Programme in Humanities (UCP)
- College of Social Science: Undergraduate Certificate Programme in Social Science (UCP)
- College of Communication
- Graduate School of Social Science (GSSS): Research Master Metropolitan Studies (all other GSSS programmes are not open for exchange students)
- Amsterdam Law School
- Faculty of Economics and Business
- Department of Psychology
- Faculty of Science (Natural Sciences)
- Institute of Interdisciplinary Studies: Future Planet Studies
- Department of Child Development & Educational Science
- Amsterdam University College (Liberal Arts & Sciences)

**2014/2015 Academic Calendar**

| Semester 1 | Start of semester: | 1 September 2014 |
| Block 1 | | 1 September 2014 | 24 October 2014 |
| Block 2 | | 27 October 2014 | 19 December 2014 |
| Christmas Break | | 22 December 2014 | 2 January 2015 |
| Block 3* | | 5 January 2015 | 30 January 2015 |
| End of semester | | 30 January 2015 |

| Semester 2 | Start of semester: | 2 February 2015 |
| Block 1 | | 2 February 2015 | 27 March 2015 |
| Block 2 | | 30 March 2015 | 29 May 2015 |
| Block 3* | | 1 June 2015 | 26 June 2015 |
| End of semester | | 26 June 2015 |

| Summer | Start | 29 June 2015 |
| End | | 28 Augustus 2015 |

*In many cases exchange students will not have classes, but re-sits of exams might take place in this block.

**Deadlines**

| Nomination deadline (for partner universities) | Semester 1 (Fall) | 1 April 2014 |
| Semester 2 (Spring) | 15 September 2014 |

| Application deadline (for students) | Semester 1 (Fall) | 15 April 2014 |
| Semester 2 (Spring) | 1 October 2014 |

Course registration: Course registration dates vary between faculties and will take place after acceptance, 1-3 months before arrival.

| Housing application deadline | Semester 1 (Fall) | 5 June 2014 (Early bird) (with reservation) |
### Visa/Immigrations

<table>
<thead>
<tr>
<th>(for guaranteed placement)</th>
<th>Semester 2 (Spring)</th>
<th>15 November 2014 (Early bird) (with reservation)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(other deadlines might apply depending on nationality)</td>
<td>Semester 1 (Fall)</td>
<td>1 July 2014</td>
</tr>
<tr>
<td></td>
<td>Semester 2 (Spring)</td>
<td>1 December 2014</td>
</tr>
</tbody>
</table>

### Academic information

<table>
<thead>
<tr>
<th>Language of instruction</th>
<th>Dutch, English</th>
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</thead>
<tbody>
<tr>
<td>Semester system</td>
<td>Two semesters, each consisting of three blocks of 8, 8 and 4 weeks.</td>
</tr>
<tr>
<td>Number of weeks of study</td>
<td>16 or 20, depending on course selection per block</td>
</tr>
<tr>
<td>Full time course load</td>
<td>A typical full time workload is 30 EC (European Credits)</td>
</tr>
<tr>
<td>Credits per course</td>
<td>Generally 6 or 12 EC per course</td>
</tr>
<tr>
<td>Grading system</td>
<td>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.</td>
</tr>
<tr>
<td>Study areas open for exchange students</td>
<td>Liberal Arts &amp; Sciences, Humanities, Social Sciences, Psychology, Business &amp; Economics, Law, Natural Sciences, Pedagogical &amp; Educational Sciences, Earth &amp; Environmental Sciences, Future Planet Studies, Geography, Planning, and Development Studies.</td>
</tr>
<tr>
<td>Study areas NOT open for exchange students</td>
<td>Medicine, Dentistry, Graduate School of Social Science (except Research Master Metropolitan Studies) MSc. Business Studies</td>
</tr>
<tr>
<td>Often requested study areas NOT offered at UvA</td>
<td>Engineering, Architecture, Fine arts.</td>
</tr>
</tbody>
</table>
| Master/ Graduate courses open to exchange students | Master/Graduate placement is decided on a case-by-case basis and only possible if a student has a completed Bachelor/Undergraduate degree in the desired field of study.  
  • An exception is the faculty of Law; 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.  
  • For additional information per faculty, see the following link: http://www.uva.nl/en/education/other-programmes/exchange/global-exchange-programmes/courses/choosing-courses-faculty-criteria.html |
| Course information | Information on how to find courses can be found on the Global Exchange website: www.uva.nl/globalexchange >courses |
| Restrictions | Students are generally not allowed to pick courses from different faculties at the UvA. In certain cases it is possible to take one or two courses outside of the host faculty, but this can only be arranged on a case-by-case basis by your host faculty and is dependent on availability of courses. |
| Course placement | Not guaranteed. Course placement is generally not confirmed until right before the start of the semester. |

### Application Requirements

| Language requirements | Non-native speakers of English should provide proof of proficiency in the English language by means of a TOEFL (230 computer based, 88 internet based) or an IELTS (6.5). The Faculty of Law requires higher scores (TOEFL 250 computer based, 100 internet based; or an IELTS 6.5 with a minimum score of 6.0 for all subjects of the test). Amsterdam University College also asks for higher scores (internet-based TOEFL score of 92, or an IELTS score of 7.0 with a minimum score of 7.0 for writing, speaking, reading and listening). |
### 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.
- 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 here.

### Nomination
- Official nomination from the home university is a strict requirement to be eligible to apply for the Global Exchange Programme. Nomination forms will be emailed to partner universities before the nomination deadline.

### Application Process
#### Nomination procedure
The home international office should email the first name, family name, email address and scanned transcripts of the students they wish to nominate for the Global Exchange Programme. The designated student exchange adviser will then contact the nominated students with instructions. Late nominations will be considered on a case-by-case basis.

#### Application procedure
After BIS is notified by the partner university that a student is nominated for the UvA Global Exchange Programme, we will send the application instructions directly to the student’s email address. Each applicant is asked to fill in the application form, gather additional documentation and follow the instructions as given in the email from your UvA student exchange adviser to return the application to UvA.

#### Required documents
- 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

For non-native speakers of English:
- Certified copy of English language test results

### Additional Academic Information
#### Transcripts
At the end of the exchange period (1 or 2 semesters) we will send one academic transcript free of charge to the student’s home international office. Transcripts are generally sent out 2 months after the semester has ended.

#### 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.

#### Tuition fees
Global Exchange students are not required to pay tuition to the UvA. However, students need to remain registered at their home university, which typically requires students to pay tuition to their home university.

### Accommodation Information
- **University housing**: Guaranteed for all Global Exchange Students
- **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 semester. 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. Extension over summer is possible.

Housing application fee

<table>
<thead>
<tr>
<th></th>
<th>One semester</th>
<th>Two semesters</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>€265 (early birds) / €315 (regular) with reservation</td>
<td>€450 (early birds) / €525 (regular) with reservation</td>
</tr>
</tbody>
</table>

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.

Application

The UvA uses an online application system called ‘Embark’ 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.

Relevant link

www.uva.nl/housing

Arrival Information

International student’s orientation

Introduction week in Amsterdam, not mandatory. Takes place right before the start of the semester and is organised by the International Student Network Amsterdam. For more information see www.isn-amsterdam.nl
Costs: approximately €65 (varies per year). Sign up during final online UvA registration with UvA Student Services.

All dates listed below are with reservation, dates will be confirmed after March 2015

<table>
<thead>
<tr>
<th>Accommodation moving-in date</th>
<th>Semester 1 (Fall)</th>
<th>15 August 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Semester 2 (Spring)</td>
<td>28 January 2015</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Accommodation moving-out date</th>
<th>Semester 1 (Fall)</th>
<th>29 January 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Semester 2 (Spring)</td>
<td>3 July 2015</td>
</tr>
</tbody>
</table>

Pick up service

The UvA offers a pick-up service from Amsterdam’s Schiphol airport. The pick service dates for 2013/2014 are 15 August 2014, 18 August 2014 and 28 January 2015. For more information visit the following page: www.uva.mnl/pickup

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 the link below.

Liability

Having sufficient liability insurance is mandatory in the Netherlands, in case of damage to other people or property.

Relevant link

www.uva.nl/insurance

Immigration procedures

Assistance

UvA Student Services will assist all Global Exchange Students with the immigration procedure. The residence permit and visa application will start around four months before the beginning of each semester. Through the use of an online application form, the UvA will be able to help students with these procedures. Once students have been accepted to the Global Exchange Programme, they will receive an invitation by email to finalise their registration and immigration.

By means of an online application students finalize their registration as Global Exchange student and consecutively apply for an entry visa and/or a residence permit. UvA Student Services will en sure that all the required documents are sent to the Immigration and Naturalisation Department (IND) in the Netherlands.
### Residence Permit

All non-European/European Economic Area (EU/EEA) students will have to apply for a residence permit to legally study in the Netherlands for a semester or full year.

### Visa

Based up on the country of citizenship, students may need to apply for an additional entry visa. To find out whether you need an entry visa, you may use the visa wizard: [http://www.nuffic.nl/en/entry-residence/visa-wizard](http://www.nuffic.nl/en/entry-residence/visa-wizard)

The application is best done through the UvA, an independent application at the Dutch Embassy is complicated and lengthy.

### Australian, New Zealand and Canadian nationals

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. Conditions apply, see the UvA visa website.

### Chinese nationals

Please note that students with a Chinese passport also need to apply for a NUFFIC certificate (former NESO certificate) as it is part of the Dutch visa application for Chinese students. For more information, please visit: [http://www.studyinholland.nl/practical-matters/visas-and-permits/nuffic-certificate-for-chinese-students](http://www.studyinholland.nl/practical-matters/visas-and-permits/nuffic-certificate-for-chinese-students)

### Costs

The cost of a regular residence permit/ with or without entry visa is €325

For Australian, New Zealand and Canadian nationals a different rate applies for the Working Holiday Scheme Permit (€40).

### Relevant link

[www.uva.nl/visa](http://www.uva.nl/visa)

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### Dutch Language Course

<table>
<thead>
<tr>
<th>Course options</th>
<th>Each semester, the Institute for Dutch Language Education (INTT) of the UvA offers extensive Dutch courses (non-credit baring) for international students at absolute beginners, beginners, intermediate and advanced level. The costs for the courses must be paid in advance.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Costs</td>
<td>The costs for the semi-intensive course (recommended) is €220</td>
</tr>
<tr>
<td>Reimbursement</td>
<td>All Global Exchange Students may apply for a reimbursement of €220 to 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.</td>
</tr>
<tr>
<td>Application</td>
<td>Applications go through the Office of International Student Affairs. The application form can be found on the INTT website.</td>
</tr>
<tr>
<td>Relevant link</td>
<td><a href="http://www.hum.uva.nl/intt">www.hum.uva.nl/intt</a></td>
</tr>
</tbody>
</table>

### Dutch Culture and Society + Dutch language course

Each semester the Faculty of Humanities and INTT together offer one combined course, consisting of: a Dutch language course and the course Dutch Culture and Society. The combined course as a whole is worth 12 EC. Each part of the course equals 6 EC (total of 12 EC).

N.B. The 6 EC of the Dutch language course can only be awarded if both parts of the courses are completed successfully. However, the Dutch Culture and Society course can be taken on its own for 6 ECTS.

Registration for these courses goes via the accepting host department, do not use the INTT application form.

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### Ambassadors Programme

**Global Exchange Ambassadors**

Mandatory time investment: 18 hours per semester.

For students interested in participating in activities surrounding internationalisation, the Global Exchange Programme offers the Global Exchange Ambassadors (GEA) programme.

As an ambassador for Global Exchange and as a representative of your home university, you are regarded as a valued member of the international student community at the UvA. The programme consist of several meetings during the semester and offer rooms for innovative ideas.
The programme is a great way to gain experience next to studying at the university. Participants are rewarded with a certificate. Outstanding ambassadors will also receive a personal recommendation (e.g. on LinkedIn) from our staff.

More information will be provided upon arrival, during the Global Exchange welcome meeting.

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**Estimated Living Expenses**

*All figures provided are rough estimates and prices are based upon the previous academic year and subject to change.*

<table>
<thead>
<tr>
<th>Category</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Visa/Residence permit * (Not applicable for 'EU/EEA and Swiss students')</td>
<td>€325</td>
</tr>
<tr>
<td>Housing</td>
<td>€2,000 – €3,200 per semester</td>
</tr>
<tr>
<td>Application fee (early bird)</td>
<td>€265 (one semester)</td>
</tr>
<tr>
<td>Administration fee housing corporation</td>
<td>€450 (full year)</td>
</tr>
<tr>
<td>Refundable room deposit</td>
<td>€150</td>
</tr>
<tr>
<td>Personal expenses (including food)</td>
<td>€400 – €500 per month</td>
</tr>
<tr>
<td>Books</td>
<td>€75 per month</td>
</tr>
<tr>
<td>Public Transport / Travel</td>
<td>€70 per month (if not using a bike)</td>
</tr>
<tr>
<td>Bicycle</td>
<td>€100 (2ndhand, including lock)</td>
</tr>
<tr>
<td>Insurance</td>
<td>€50 per month</td>
</tr>
<tr>
<td><strong>Minimum average semester total</strong></td>
<td><strong>€5465</strong></td>
</tr>
</tbody>
</table>