UNIVERSITY OF AMSTERDAM Global Exchange Programme Information Sheet 2013 – 2014

	General Information		
Address	University of Amsterdam	University of Amsterdam	
	Office of International Student A	Affairs	
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	1012 ZA Amsterdam		
	Netherlands		
Telephone	+31 20 525 80 80 (general inqui	ries)	
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Web	University of Amsterdam	www.uva.nl/en	
	Incoming students website	www.uva.nl/globalexchange	
	(Global Exchange Programme)		

Contact details		
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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 Academic tradition	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. UvA vision on teaching and learning:
	http://www.uva.nl/en/education/vision-and-organisation/vision
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)

Semester 1	Start of semester:	2 September 2013	
	Block 1	2 September 2013	25 October2013
	Block 2	28 October2013	20 December2013
	Christmas Break	23 December2013	3 January2014
	Block 3*	6 January 2014	31 January 2014
	End of semester	31 January 2014	
Semester 2	Start of semester:	3 February 2014	
	Block 1	3 February 2014	28 March 2014
	Block 2	31 March 2014	30 May 2014
	Block 3*	2 June 2014	27 June 2014
	End of semester	27 June 2014	
Summer	Start	30 June 2014	
	End	30 Augustus 2014	

Deadlines		
Nomination deadline	Semester 1 (Fall)	1 April 2013
(for partner universities)	Semester 2 (Spring)	15 September 2013
Application deadline	Semester 1 (Fall) 15 April 2013	
(for students)	Semester 2 (Spring) 1 October 2013	
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 2013 (Early bird)
(for guaranteed placement)	Semester 2 (Spring)	15 November 2013 (Early bird)
Visa/Immigrations	Semester 1 (Fall)	1 July 2013
(other deadlines might apply	Semester 2 (Spring)	1 December 2013
depending on nationality)		

	Academic information
Language of instruction	Dutch, English
Semester system	Two semesters, each consisting of three blocks of 8, 8 and 4 weeks.
Number of weeks of study	16 or 20, depending on course selection per block
Full time course load	A typical full time workload is 30 EC (European Credits)
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.
Study areas open for exchange students	Liberal Arts & Sciences, Humanities, Social Sciences, Psychology, Business & Economics, Law, Natural Sciences, Pedagogical & Educational Sciences, Earth & Environmental Sciences, Future Planet Studies, Geography, Planning, and Development Studies.
Study areas NOT open for	Medicine, Dentistry, ,Graduate School of Social Science, (except Research
exchange students	Master Metropolitan Studies) MSc Business Studies
Often requested study areas NOT offered at UvA	Engineering, Architecture, Fine arts.
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 (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 	
	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 1-2 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	that it is not possible to shorten the	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	One semester	€265 (early birds) / €315 (regular)	
	Two semesters	€450 (early birds) / €525 (regular)	
Approximate costs	The rental prices range from approxi	The rental prices range from approximately €2000 to €3200 per semester,	
	depending on room type. An addition	depending on room type. An additional administration fee of €150 applies	
	for each new contract.		
Application	The UvA uses an online application sy	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	Introduction week in Amsterdam, not mandatory. Takes place right before		
orientation	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.		
Accommodation moving-in date	Semester 1 (Fall)	16 August 2013	
	Semester 2 (Spring)	29 January 2014	
Accommodation moving-out	Semester 1 (Fall)	27 January 2014	
date	Semester 2 (Spring)	4 July 2014	
Pick up service	The UvA offers a pick up service from Amsterdam's Schiphol airport. The		
	pick service dates for 2013/2014 are 16 August 2013, 19 August 2013 and		
	27 January 2014. For more information visit the following page:		
	http://www.uva.nl/en/education/bachelor-s/practical-matters/start-at-		
	the-uva/pick-up-service/pick-up-service.html		

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	
	The application is best done through the UvA, an independent application	
	at the Dutch Embassy is complicated and lengthy.	
Australian, New Zealand and	Students with the Australian, New Zealand and Canadian nationality may	
Canadian nationals	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-	
	<u>certificate-for-chinese-students</u>	
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	

	Dutch Language Course
Course options	Each semester, the Institute for Dutch Language Education (INTT) of the UvA offers extensive 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.
Costs	The costs for the semi-intensive course (recommended) is €220
Reimbursement	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.
Application	Applications go through the Office of International Student Affairs. The application form can be found on the INTT website.
Relevant link	www.hum.uva.nl/intt
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.

Ambassadors Programme	
Global Exchange Ambassadors	For students interested in participating in activities surrounding
	internationalisation, the Global Exchange Programme offers the Global
Mandatory time investment:	Exchange Ambassadors (GEA) programme.
18 hours per semester.	
	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.

Estimated Living Expenses		
All figures provided are rough estimates and prices are based upon the previous academic year and subject to change.		
Visa/Residence permit * (Not applicable for 'EU/EEA and Swiss students')	€325	
Housing	€2,000 – €3,200 per semester	
Application fee (early bird)	€265 (one semester) €450 (full year)	
Administration fee housing corporation	€150	
Refundable room deposit	Equal to monthly rent (ranges from € 380 to € 650)	
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 (2ndhand, including lock)	
Insurance	€50 per month	
Minimum average semester total	€5465	