

INFORMATION SHEET – EXCHANGE STUDENTS
Winter Semester 2016 - 2017
Hanze University of Applied Sciences, Groningen

KEY DATA OF THE INSTITUTION

Website	www.hanzegroningen.eu
Erasmus code	NL GRONING 03
ERASMUS Institutional Coordinator	Dr. P.E. (Els) van der Werf Email: p.e.van.der.werf@pl.hanze.nl Tel: +31 50 595 7549
Administration of ERASMUS Bilateral Agreements	Ms. Emma Doesburg Email: e.c.doesburg@pl.hanze.nl Tel: +31 50 595 7551
Administration of non EU Bilateral Agreements	Mr. Jan Henny Zijlstra Email: j.h.zijlstra@pl.hanze.nl Tel: +31 50 595 2904

INTERNATIONAL SERVICE DESK (ISD)

Name of the Office	International Service Desk/ISD
Postal address	PO Box 30030, 9700 RM, Groningen, The Netherlands
Visiting address	Zernikeplein 7, Ao.04, 9747 AS, Groningen, The Netherlands
General telephone number	+31 (0)50 595 7800
Website ISD	www.hanze.nl/iso
Exchange programmes & application link	www.hanzegroningen.eu/exchange

CONTACT PERSON ISD INCOMING EXCHANGE STUDENTS

- International Business School	Esther Heijns Email: e.heijns@pl.hanze.nl Phone: +31 (0)50 595 4948
- School of Sport Studies - School of Social Studies - School of Nursing - School of Education - School of Fine Art - Prince Claus Conservatoire - Institute for Life Science & Technology - Institute of Engineering - School of Architecture, Built Environment and Civil Engineering - School of Financial Economic Management - School of Healthcare	Adriana Grimme Email: a.grimme@pl.hanze.nl Phone: +31 (0)50 595 2491
- School of Communication, Media & IT - School of Business Management - School of Law	Hedy Elliott Email: h.elliott@pl.hanze.nl Phone: +31 (0)50 595 4051
- School of Marketing Management - School of Facility Management	Ingmar van Ast Email: i.van.ast@pl.hanze.nl Phone: +31 (0)50 595 1273

Students can only apply for the exchange programme(s) of the above Schools as stated in the Institutional Agreement

IMMIGRATION

Hanze UAS will arrange the permit/visa for exchange students with a non-European nationality . More details can be found on our website .	Corine Venema Email: c.d.venema@pl.hanze.nl Phone: +31 (0)50 595 4032
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PRACTICAL MATTERS

Nomination	Partner Universities have to send an email to the relevant contact person at ISD (see above) including: Name of student(s) and choice of programme
Nomination deadline	Winter semester: 15 May Spring semester: 15 October
Application deadline	Winter semester: 1 June Spring semester: 1 November
Semester dates	Winter Semester (WS): September – February Spring Semester (SS): February – July The academic calendar can be found here .
Welcoming Day	At the start of each semester we organise a Welcoming Day for new international students. On this day students get their first real taste of Dutch culture and receive information about important practical matters. Accepted students will receive an invitation by email. The Welcoming day is not mandatory, but is highly recommended, especially for non-European students.
Language of instruction	The language of instruction for all our exchange programmes is English.
English language requirements	Exchange students are not required to submit proof of their English proficiency. Partner institutions are advised to use the requirements for fee-paying Bachelor students as a guideline: TOEFL 550 or IELTS 6.0. Partner institutions are expected to select students who meet these requirements.
Possibility of attending courses from different departments	Students can only apply for the exchange programme(s) of the Schools as stated in the institutional agreement. Most Schools offer fixed semester programmes (30 ECTS). Therefore, it is not possible to ‘mix and match’ courses from different Schools.
Learning Agreements	Learning Agreements will be forwarded by ISD to the departmental coordinator of the School. The School will return the signed documents a.s.a.p.
Accommodation	Hanze UAS does not offer on-campus accommodation. SSH can help you find a room in Groningen. Please note that you can only start your application for housing after you have received your letter of acceptance. We urge you to start your search for housing as soon as possible, as housing is offered on a ‘first come, first served’ basis. After registering with SSH, your contact person at ISD will confirm your registration. As soon as you receive this approval you can book your accommodation. It is not mandatory to apply for housing through SSH. Please visit this page for alternative options.
Average cost of living	More information can be found on this page
Language Course for Erasmus Students	Students have the possibility to follow a Dutch language course at the Hanze Language Centre . Available places are limited and costs vary. EILC is not available.
Pick up service	We offer an airport pick up service (Schiphol or Eelde) without extra charge. Students will be accompanied by Hanze students to their room. See the details here .
Dutch grading system	More information can be found on our website .
Credit system	See more details at this link .

PROGRAMME RELATED INFORMATION

Programme specific questions (**transcript of records, course information, learning agreements**) will be forwarded to the departmental coordinators of the Schools. They will get back to you a.s.a.p.