Radboud University
Student Exchange Data sheet 2018/19

General
General website www.ru.nl/english
Admission information for Exchange students www.ru.nl/exchangestudents
Online magazine “Go on exchange, come to Radboud University!” www.ru.nl/studentexchange
Erasmus code/PIC NL NI/MEGEO1/999992110

Academic calendar
First semester 2018/19  Monday, 3 September 2018 – Friday, 1 February 2019
Nomination deadline: 1 May 2018
Student application deadline: 31 May 2018
Orientation activities: Sunday, 19 August – Sunday, 26 August 2018

Second semester 2018/19  Monday, 4 February – Friday, 12 July 2019
Nomination deadline: 1 November 2018
Student application deadline: 30 November 2018
Orientation activities: Monday, 28 January – Friday, 1 February 2019

Expected arrival dates are at the start of the orientation or at the beginning of each semester. Although lectures and classes are taught during aforementioned periods, exact dates may slightly differ for some faculties. Exam periods may slightly differ at the faculty level too. For the first semester these are often given in December/January; for the second semester this can be until early July. Students should confirm the dates of the classes/exams with the faculty/study coordinator. For master studies, the academic year may not necessarily fall into two semesters.

Responsibility

<table>
<thead>
<tr>
<th>Responsibility</th>
<th>Contact person</th>
<th>Telephone number</th>
<th>E-mail address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration Erasmus+ scholarships</td>
<td>Ms. Ingrid Verberk</td>
<td>+31 (0) 24 361 2053</td>
<td><a href="mailto:erasmus@io.ru.nl">erasmus@io.ru.nl</a></td>
</tr>
<tr>
<td>Non-EU university wide:</td>
<td></td>
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</tr>
<tr>
<td>- Outgoing students</td>
<td>Ms. Ingrid Verberk</td>
<td>+31 (0) 24 361 2053</td>
<td><a href="mailto:studentexchange@io.ru.nl">studentexchange@io.ru.nl</a></td>
</tr>
<tr>
<td>- Nominations incoming students</td>
<td>Mr. Rob van Leeuwen, MA</td>
<td>+31 (0) 24 361 3096</td>
<td></td>
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<tr>
<td>Nominations incoming students EU and non-EU faculty based</td>
<td>Faculty IO (see 2nd page)</td>
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<td>Faculty IO (see 2nd page)</td>
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<tr>
<td>Admission incoming students</td>
<td>Ms. Marije van den End, MSc</td>
<td>+31 (0) 24 361 5450</td>
<td><a href="mailto:online@io.ru.nl">online@io.ru.nl</a></td>
</tr>
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</table>
**Nomination and Application Procedures**

**Application**

(1) The home university sends the nomination of their student(s) using the Radboud University nomination sheet to [online@io.ru.nl](mailto:online@io.ru.nl), the relevant faculty (see below) or for university wide non-EU agreements to [studentexchange@io.ru.nl](mailto:studentexchange@io.ru.nl)

(2) Upon acceptance by the faculty, the student will receive a login for online registration (here)

(3) The student submits all required data online

(4) The International Office at Radboud University will send a confirmation of the preliminary application by e-mail and will ask the student to upload the required documents. Please find an explanation of this procedure and more information about the documents on our website: [www.ru.nl/exchangestudents/admission](http://www.ru.nl/exchangestudents/admission)

**Procedures**

(2) The student submits all required data online

(3) The International Office at Radboud University will send a confirmation of the preliminary application by e-mail and will ask the student to upload the required documents. Please find an explanation of this procedure and more information about the documents on our website: [www.ru.nl/exchangestudents/admission](http://www.ru.nl/exchangestudents/admission)

**NB:** students coming for a Traineeship will need to fill in the specific Learning Agreement for Traineeships. For Traineeships, a proof of English and a Transcript of Records are not required

**Contact points for nominations, Learning Agreements and course information**

- Faculty of Arts
- Faculty of Law
- Faculty of Medical Sciences
- Faculty of Philosophy, Theology and Religious Studies
- Faculty of Science
- Faculty of Social Sciences
- Nijmegen School of Management

- internationaloffice@let.ru.nl
- internationaloffice@jur.ru.nl
- internationaloffice@radboudumc.nl
- exchangedentistry@radboudumc.nl
- internationaloffice@ftr.ru.nl
- c.mooren@science.ru.nl
- iossinbound@ru.nl
- imo@fm.ru.nl

**Insurance**

When staying in the Netherlands, students are required to have (extended):

(1) Health insurance

(2) Legal liability insurance for damage or injury caused to a third party

(3) Travel insurance

**Visa**

Depending on the nationality and length of stay, students may need to obtain 1-2 entry documents:

(1) A short stay visa (3 months), required for certain non EEA countries. Please note that a short-stay visa (also called ‘Schengen visa’) has to be applied for in person;

(2) The Provisional Residence Permit (or MVV: Machtiging tot Voorlopig Verblijf). The International Office will submit the student’s Provisional Residence Permit and/or residence permit (Verblijfsvergunning Regulier = VVR) application on the student’s behalf. Please check [www.ru.nl/exchangestudents/visa-residence](http://www.ru.nl/exchangestudents/visa-residence) and the Netherlands Embassy in the home country (or its representation) for the latest requirements.

**Orientation**


**Facilities**


**Approximate living costs**

€700 - €1000 a month (daily expenses, rent and instruction materials)


**Student App**

With information for students going for exchange at Radboud University: **iTunes** and Google **Play**