



Universiteit Leiden  
The Netherlands

## LEIDEN INFORMATION SHEET 2017-2018

### INSTITUTION

Name	Leiden University
Website	<a href="http://www.leidenuniv.nl">www.leidenuniv.nl</a> (Dutch) <a href="http://www.leiden.edu">www.leiden.edu</a> (English)

### CONTACT

Name	Student and Educational Affairs (SEA), <a href="#">International Relations</a>
Visiting / Postal Address	“Gravensteen” building - Pieterskerkhof 6 / P.O. Box 9500 2311 SR Leiden / NL-2300 RA Leiden, The Netherlands
Telephone number	+31 71 527 7781
Email	(Ms) <b>Hieke Hoekstra</b> , Coordinator Mobility Team, and (Ms) <b>Florine Weekenstroo</b> , International Programmes Officer: <a href="mailto:exchange@sea.leidenuniv.nl">exchange@sea.leidenuniv.nl</a> – Admission information about specific applications  (Ms) <b>Ruth Davison</b> , Senior International Relations Officer: <a href="mailto:internationalrelations@sea.leidenuniv.nl">internationalrelations@sea.leidenuniv.nl</a> – Programme information and agreement enquiries

### APPLICATION

<a href="#">Deadlines</a>	Fall Semester + Full Year:	1 April
	Spring Semester:	15 October
<a href="#">Admission requirements</a>	A GPA of 3.2 out of 4.0 and at least two years of prior academic study. Unless otherwise agreed in bilateral agreements.	
<a href="#">Language requirements</a>	IELTS Academic test: at least 6.5 TOEFL test: 90 (internet-based test) or 575 (paper-based test) Tests have to be recent: not older than two years. We do not accept institutional TOEFL tests. A few individual courses may require a higher test score. All courses at <a href="#">LUC</a> require IELTS 7.0 or TOEFL 100 (internet-based).  All Chinese nationals also need to get a <a href="#">Nuffic Certificate</a> .	
<a href="#">Online application and further information</a>	In our online application students are prompted to submit course requests and to download a nomination form for their home university co-ordinator to sign. Once an application is complete, if the student meets the admission criteria, course requests are forwarded to the faculties for evaluation. We recommend that students not book flights or make other travel plans before receiving their offer of admission. <a href="http://www.prospectivestudents.leiden.edu/study-abroad-exchange/application-admission/">www.prospectivestudents.leiden.edu/study-abroad-exchange/application-admission/</a>	



**Universiteit Leiden**  
The Netherlands

**PRE DEPARTURE**

<a href="#">Website for non-degree students</a>	For information on Courses, Admission, Visa, Housing, Financial Matters and more.
<a href="#">Accommodation</a>	<p>Finding housing through Leiden University is possible on a first-come first-served basis, especially in Fall when there is most demand. Housing is available in Leiden and The Hague.</p> <p>For the best chance of securing housing through the university, students should ensure they pay their (non-refundable) housing fee of €350 <b>as early as possible after application</b> and before the housing deadline of June 1st for the Fall semester and November 15th for the Spring semester, even if they have not yet been admitted to the programme. Other costs, such as the refundable €500 housing deposit, are due before students arrive.</p> <p>For the most up-to-date information on the exact amounts of the housing fee and other accommodation costs, please visit <a href="http://www.studenthousing.leiden.edu/exchange-students/">http://www.studenthousing.leiden.edu/exchange-students/</a>.</p>
<a href="#">Visa and residence permits</a>	<p>Holders of EU passports do not require a residence permit to study at Leiden University. Students with a non-EU nationality must have a residence permit and in many cases an entry visa as well. Once a student has been admitted to Leiden University, the International Relations Office will work with the student to apply on their behalf. Students should note that there is a fee of €311 for visas/permits (this fee is subject to change) and strict deadlines for submission of documents.</p>
<a href="#">Insurance</a>	<p>All students are obliged to have health insurance to cover any medical costs incurred during their stay. We strongly recommend that students ensure they have medical insurance before their arrival. We also highly recommend that all students take out liability insurance to cover any accidental damage caused to other persons or property during their stay.</p>
<a href="#">Estimated living expenses</a>	On average, at least €860 – 1400 per month.

**ARRIVAL & ORIENTATION**

<a href="#">Arrival &amp; trains</a>	There is a <a href="#">train</a> that runs directly from Amsterdam Schiphol Airport to Leiden Central station (about 20 minutes travel time) or the Hague Central Station (about 30 minutes).		
<a href="#">Orientation: Leiden and the Hague</a>	1st semester:	Leiden: 27 Aug – 31 Aug 2017	Fee €80
		The Hague: 20 Aug – 24 Aug 2017	Fee €70
	2nd semester:	Leiden: 30 Jan – 1 Feb 2018	Fee € 45
		The Hague: n.a.	
	<p>Leiden University organizes two orientation programmes:</p> <p>Orientation Week <b>Leiden</b> – <b>OWL</b> – is the orientation programme to help new international students settle in and find their way around Leiden and the university.</p> <p><b>The Hague</b> Orientation Programme – <b>HOP</b> - is the orientation programme organized for Dutch and international students who study in The Hague.</p> <p>Participation in either OWL or HOP is obligatory.</p>		



## Universiteit Leiden The Netherlands

<b>Intake Appointment</b>	To help students settle in and make sure they are on track with the various formalities, they will attend an intake appointment with an International Programmes Officer in the first week of the semester.
<a href="#"><u>International Student Network (ISN)</u></a>	Organizes cultural and social events for international and internationally-oriented students in Leiden; great way to make friends and get involved!
<a href="#"><u>Dutch language and customs</u></a>	Language courses <b>are not available as regular exchange programme courses</b> . The University's <a href="#"><u>Academic Language Center</u></a> offers Dutch language courses for a fee, and the <a href="#"><u>International Student Network</u></a> offers short courses as well.  Students can also download the <a href="#"><u>Hoi Holland App!</u></a> This serious game is their first step towards mastering the Dutch language.
<a href="#"><u>Student life</u></a>	Leiden and The Hague are typical student cities with a rich <a href="#"><u>student life</u></a> and plenty of <a href="#"><u>sports and cultural activities</u></a> .

### STUDENT SUPPORT SERVICES

<a href="#"><u>International Student Adviser</u></a>	Leiden University's International Student Adviser, Ms Jantien Delwel, can help students with all types of practical advice about their study and stay in Leiden. She will answer the questions directly or refer them to the right person.
Faculty International Coordinators	Each faculty has an international coordinator who can assist incoming exchange students with questions regarding courses in that faculty.
<a href="#"><u>International Student Counsellor</u></a>	Our International Student Counsellor offers various workshops as well as private counselling sessions.
<a href="#"><u>International student support services</u></a>	The International student support services include <a href="#"><u>Legal and Financial Counselling</u></a> , <a href="#"><u>Psychological Counselling</u></a> , <a href="#"><u>Carreer Counselling</u></a> , and the <a href="#"><u>Fenestra Disability Center</u></a> .
<a href="#"><u>Disability services</u></a>	Fenestra Disability Centre is Leiden University's service centre for students with a (learning) disability.
<b>Emergency number</b>	From NL: 071 527 66 66    From abroad: +31 71 527 66 66

### ACADEMIC

<a href="#"><u>Academic calendar</u></a>	The academic year runs from September 1 through to July 30th. All faculties follow a semester calendar: the first semester lasts from September until December/January. The second semester courses start in February.	
<b>Recommended arrival week (in order to settle in prior to mandatory orientation)</b>	1st semester:	Third week of August 2017
	2nd semester:	Third week of January 2018
<b>Semester dates</b>	1st semester, from / to:	4 September 2017 – 2 February 2018 (exams: late Dec & Jan)



**Universiteit Leiden**  
The Netherlands

	2nd semester, from / to:	5 February – 8 July 2018 (exams: May & June)
<b>Languages of instruction</b>	English and Dutch	
<b><u>Credit and grading</u></b>	<p>Leiden University uses the ECTS credit transfer system. Most courses carry a load of 5 or 10 ECTS credits.</p> <p>As is common in the Netherlands, the top grades of 9 and 10 are rarely given.</p>	
<b>Standard course load</b>	20-30 ECTS per semester for non-degree students. 30 ECTS is the standard full-time semester load for Dutch students. 1 ECTS credit equals 28 hrs of study, including contact hours and self-study.	
<b>Course registration</b>	<p>Course approval occurs at the time of admission to the exchange program. This process reserves students a place in the approved courses. Registration for approved courses in our online registration system occurs prior to the start of the semester. This process differs per faculty; students will receive further instructions close to the start of the semester.</p> <p>Questions regarding course registration after arrival should be directed to the <a href="#">Academic Coordinator at the faculty</a> responsible for the course a student wishes to take.</p>	
<b>Examinations</b>	<p>Many exams for courses in English available to international exchange students are held so that students may return home by the end of December. There is, however, no guarantee that this will be possible. Alternative arrangements for assessments may be possible, only at the discretion of the lecturer/department. Note this is not possible for courses offered at the Department of Psychology in block 2.</p>	
<b>Transcript issuance</b>	<p>During the semester, students will have a Transcript Request Appointment with their International Programmes Officer.</p> <p>Transcripts will be issued:</p> <ul style="list-style-type: none"> <li>- for Fall students: mid-February to mid-March</li> <li>- for Spring and Full-Year students: mid-June to end of August</li> </ul> <p>Please note that this is an indication only, unfortunately we are unable to give a guarantee with respect to transcript issuance dates.</p>	