

CONCEPTFACT SHEET ZUYD UNIVERSITY OF APPLIED SCIENCES

**International Business School Maastricht
School of European Studies
School of Translation and Interpreting
OTC-International Communication**

Contents

Contact info	1
Institutional Information	1
Student Exchange Office Staff	1
General information for students	2
Important dates	2
Your application	3
Regarding your stay	4
Course Information/syllabus	4
Approximate expenses p/m	4
Accommodation	5
Arrival information	5
Upon Arrival	5
Campus facilities	6



Contact info

<u>Institutional Information</u>	
Name of University	Zuyd University of Applied Sciences
Erasmus code	NL HEERLEN 14
Websites	Zuyd : http://international.zuyd.nl/
Address	Brusselseweg 150 – 6217 HB Maastricht – The Netherlands
Phone number	+31 (0)43 34 66 282
E-Mail	Exchange.fibc@zuyd.nl
Exchange programmes	<ul style="list-style-type: none"> ▪ Maastricht School of European Studies (ES) ▪ International Business School Maastricht (IB) ▪ School of Translation and Interpreting (VAC) ▪ OTC-International Communication (IC) ▪ Double Degree Programme (DD)

<u>Student Exchange Office Staff</u>		
Function	Name	Contact data
Student Exchange Advisor - Inbound and Double Degree	Audrey Luijten	audrey.luijten@zuyd.nl
Student Exchange Advisor - Outbound European Studies (ES)	Jane Smeele	jane.smeele@zuyd.nl
Student Exchange Advisor – Outbound International Business (IB)	Diana Thoma	diana.thoma@zuyd.nl
Student Exchange Advisor – Outbound OTC-International Communication (IC)	Shizuka Crousén-Tobe	shizuka.tobe@zuyd.nl

General information for students

<u>Important dates</u>		
	Autumn Semester	Spring Semester
Nomination deadline	1 May	1 October
Application deadline	1 June	1 November
Welcome session	1 September for OTC-IC, ES, VAC To be announced for IB	To be announced
Zuyd international introduction	1 September	To be announced
Beginning of education	4 September 2023	19 February 2024
IT-session	Beginning September 2024	Beginning February 2024
End of courses (including exams)	09 February 2024	12 July 2024

<u>Academic calendar</u>	
Autumn break	16 – 20 October
Christmas break	25 December – 05 January
Carnival break	12 – 16 February
Good Friday	29 March
Easter Monday	1 April
Kings Day	27 April
Spring break	29 April – 3 May
Ascension Day	09 + 10 May
Whit Monday	20 May

<u>Your application</u>		
Application documents	<input checked="" type="checkbox"/> Online application <input checked="" type="checkbox"/> Copy valid passport/ID card <input checked="" type="checkbox"/> Official passport photo	<input checked="" type="checkbox"/> English proof of English skills (if not a native speaker)
Type of agreement	<input checked="" type="checkbox"/> Student exchange <input checked="" type="checkbox"/> Undergraduate	<input checked="" type="checkbox"/> Student exchange Double Degree
GMAT	<input type="checkbox"/> Compulsory <input checked="" type="checkbox"/> Not requested	
TOEFL	<input checked="" type="checkbox"/> Compulsory <input type="checkbox"/> Not requested An IELTS score of <u>at least</u> B2 for ES and OTC-IC and preferably B2+ for IB or an equivalent of these scores or an English statement of your home university.	
Learning agreement	Please note that it's not possible to change classes after the first week of the semester!	



Regarding your stay

<u>Course Information/syllabus</u>	
Link course packages	<p>You can find the available course packages here:</p> <ul style="list-style-type: none"> - European Studies - International Business - Vertaalacademie - OTC-International Communication
Course selection/procedure	<p>Students will have to upload the required documents to the online application system send to students via email. Required documents:</p> <ul style="list-style-type: none"> - English proof of English language skills (B2 for ES and OTC-IC and preferably B2+ for IB) if not a native speaker - Valid copy passport/ID card - Official passport photo
Course load	Full study load amounts to ±30 ECTS credits per semester
Language of instruction	<p>English :</p> <ul style="list-style-type: none"> - Preferably B2+ for IB - B2 for ES, VAC and OTC-IC
Calculator	For some courses a Zuyd proof calculator (Casio fx82) is required, without it's not possible to take exams/resits.
Visa	<p><input checked="" type="checkbox"/> Compulsory for non-EU students (through International Office)</p> <p><input checked="" type="checkbox"/> Not required for EU students</p> <p>Visit the following link for visa and residence permit: https://international.zuyd.nl/studying/get-prepared/visa-and-residence-permit</p>

<u>Estimated expenses p/m</u>	
Accommodation rent	+/- €500 (all services, including wireless internet included)
Food	+/- €200
Public transport	+/- €100 (incl. travelling through the Netherlands)
Miscellaneous	+/- €250
Total	<p>+/- €1050</p> <p>* As bicycles are a very common way of transportation in the Netherlands, buying one will help the student to save money on transportation. (second hand bikes are from € 60 to €150). The money spent on public transport will be fairly high, as travelling by train is one of the easiest, though most expensive options.</p>

Accommodation

☐ On-Campus ☒ **Off-Campus**

- Zuyd does not provide on-campus accommodation but limited (short-stay) accommodation for incoming international students, on a first come first served basis, in collaboration with our student housing agency.

Please contact : internationaloffice@zuyd.nl (Zuyd International Office)

Arrival information

➤ Pick-up assistance	<input checked="" type="checkbox"/> Yes* <input type="checkbox"/> No *only in September
➤ Where	<input checked="" type="checkbox"/> Maastricht-Aachen Airport <input checked="" type="checkbox"/> Maastricht Railway station
➤ By	Exchange students are linked to a buddy from Zuyd.

Upon Arrival

Personal liability insurance	<input checked="" type="checkbox"/> Compulsory (student should show proof of insurance)
Residence permit pick up	<input checked="" type="checkbox"/> Compulsory for non-EU students (through Zuyd International Office (immigration@zuyd.nl))
Registration at the municipality	<input checked="" type="checkbox"/> Compulsory (appointment will be made by Zuyd International Office (immigration@zuyd.nl))
Student card	Will be handed out in the beginning of the semester
Time table	Will be handed out during the Welcome Session for ES, VAC, OTC-IC. Please note IB does not work with time tables.
Exams	Exchange students have to be physically present, it's not possible to take exams/resits back home. Exchange students automatically will be registered for exams/resits by the Office of Educational Affairs.

<u>Campus facilities</u>	
Campus facilities	<ul style="list-style-type: none"> ✓ WIFI ✓ Computer labs/silent areas ✓ Printers/copying machines ✓ Cafeteria ✓ Library ✓ Parking ✓ Special needs assistance for people with disabilities
Miscellaneous	<p>Health insurance; <input checked="" type="checkbox"/> students need to have a proper insurance coverage Maastricht;</p> <p>For more detailed Maastricht information please check My Maastricht</p>

**We are looking forward to
welcome you to Zuyd!**

