



**UNIVERSITY  
OF APPLIED  
SCIENCES  
UTRECHT**

## Application guide exchange students

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# Welcome!

Dear student,

Thank you for your interest in studying at HU University of Applied Sciences Utrecht! We look forward to welcoming you to our university.

With this guide we would like to inform you about our application procedure and other important topics.

**PLEASE NOTE:** we can only process your application if we have an exchange agreement with your home institution and if we have received your nomination. Please ask the exchange coordinator at your home institution to send your nomination to us via email: [exchange@hu.nl](mailto:exchange@hu.nl).

Do not hesitate to contact us if you still have any other questions.

Kind regards,

Exchange Unit – International Office - HU University of Applied Sciences Utrecht

## Contents

<b>1</b>	<b>Application procedure 2018-2019</b>	<b>3</b>
1.1	Application deadlines	3
1.2	Required documents	3
1.3	Language requirements	4
<b>2</b>	<b>OSIRIS Online application system</b>	<b>4</b>
2.1	Create an account	4
2.2	Activate your account	6
2.3	Application form	6
2.3.1	General	6
2.3.2	Study programme	7
2.3.3	Upload documents	8
2.3.4	Visa	8
2.3.5	Contact information	9
2.3.6	Additional Support	9
2.3.7	Declaration	10
2.3.8	Submit application	10
2.4	Status of your application	10
2.5	Acceptance	11
2.6	Learning Agreement	11
<b>3</b>	<b>Important information regarding your stay</b>	<b>12</b>
3.1	Introduction day	12
3.2	Semester dates 2018-2019	12
3.3	List of HU Academic coordinators (Responsible persons Learning Agreements)	12
3.4	Housing information	14
3.5	Immigration information	15
3.6	Disability or chronic illness	15
3.7	Facebook and other useful information	15

# 1 Application procedure 2018-2019

## 1.1 Application deadlines

Our deadlines for submitting the online application and required documents are as follows:

Fall semester and Full year:	<b>1 May 2018</b>
Spring semester :	<b>1 November 2018</b>

## 1.2 Required documents

The required documents for your online application, which should be uploaded via the online application system, are listed below. Please prepare the digital copies before you start!

- **A digital copy of your valid passport or identity document.** Valid until at least the start of your semester at HU!
- **A digital copy of your proof of registration at your home university.** This could also be a copy of your student card or a recent transcript of records (list of grades).
- **A digital version of your Erasmus+ Learning Agreement (for students from EU/EEA countries) or Non-Erasmus Learning Agreement (for students outside EU/EEA) with your course selection,** signed by your home university coordinator (see chapter 2.6)

File sizes may not exceed 3MB. Upload **only PDF format!**

**IMPORTANT:** Some exchange programmes have a **selection procedure** and require **additional documentation** to be uploaded. Please find the list of required documents below (if your programme of choice is not listed, it means that no additional requirements apply). This means that you have to be selected for these programmes based on your documentation, **a placement cannot be guaranteed!**

You may upload the documents mentioned below in the section 'Other uploads' in your online application. You can upload only one file, so please combine all other uploads in one file.

<b>What to upload per programme in section 'Other uploads' (in PDF format!)</b>	
<ul style="list-style-type: none"><li>• CampusDoc International</li></ul>	<ol style="list-style-type: none"><li>1. Application form</li><li>2. Documentary proposal</li><li>3. Proof of English proficiency</li><li>4. Motivation letter</li><li>5. Curriculum Vitae</li></ol>
<ul style="list-style-type: none"><li>• Europe in the World</li></ul>	<ol style="list-style-type: none"><li>1. Application form</li><li>2. Proof of English proficiency</li><li>3. Curriculum Vitae</li><li>4. Motivation letter</li></ol>
<ul style="list-style-type: none"><li>• European Culture and European Journalism</li></ul>	<ol style="list-style-type: none"><li>1. Motivation letter</li><li>2. Curriculum Vitae</li></ol> <p><b>Please note these documents must also be emailed to <a href="mailto:carien.touwen@hu.nl">carien.touwen@hu.nl</a> and <a href="mailto:barbara.geers@hu.nl">barbara.geers@hu.nl</a>.</b></p>
<ul style="list-style-type: none"><li>• Brand Design</li><li>• Immersive Design</li><li>• Big Data and Social Media</li></ul>	<ol style="list-style-type: none"><li>1. Motivation letter</li><li>2. Portfolio</li></ol>
<ul style="list-style-type: none"><li>• Internationalise your classroom</li></ul>	<ol style="list-style-type: none"><li>1. Information form</li></ol>
Other programmes	No additional documents required

### 1.3 Language requirements

In order to optimize your chances for academic success while studying at HU University of Applied Sciences Utrecht, we require the level of English of all exchange students to be comparable to an **overall score of B2 or higher** (*Common European Framework*). In the list with our programme offer for *Fall semester* and *Spring semester*, you can view the required level for each programme as well as documentation to submit (if needed).

For advice on how to test or, if necessary, improve your level of English, please refer to the information on [Language requirements](#) on our website.

## 2 OSIRIS Online application system

In this chapter we will take you through a step-by-step explanation of our Osiris online application system. Note that you can save your application at any time and continue at a later stage.

### 2.1 Create an account

- Open the webpage <https://www.osiris.hu.nl/osiris-io-inkomend>.

*PLEASE NOTE: The online application system works best with Mozilla Firefox 2.x or higher and Internet Explorer 6.x or higher. Other internet browsers may give password or login problems!*

The screenshot shows the OSIRIS application system interface. At the top left is the logo for HOGESCHOOL UTRECHT OSIRIS. Below the logo is a blue navigation bar with 'Help' and 'Welcome' links. The main content area is titled 'Welcome to Osiris Application of HU University of Applied Sciences Utrecht!'. It contains several sections of text and form elements:

- A language selection section with a dropdown menu set to 'English'. Text above it asks if the user has applied for an English-taught degree course and provides instructions in both English and Dutch.
- A red heading: 'Did you receive an invitation from HU University of Applied Sciences Utrecht to take part in matching (Programme Selection Check)?' with a subtext 'Please log in to start the intake.'
- Another red heading: 'Are you an international bachelor's degree student?' with a subtext 'Please log in to complete your application to HU University of Applied Sciences Utrecht.'
- A note: 'If you have forgotten your username and/or password, please use the option 'Username / Password forgotten?'.'
- A login form with two input fields: 'User name' and 'Password'. Next to the 'User name' field is a link 'Username / Password forgotten?'. Next to the 'Password' field is a link 'Change password'. Below the fields is a blue 'Login' button.
- A final red heading: 'Are you an exchange student or English preparatory student?' with a subtext 'Exchange students from partner universities, applicants for non-degree programmes and English preparatory applicants, please create a username and password for registration by using the link below.' and a blue link: 'Username/password request for exchange students or English preparatory students'.

- Choose option **'Username/password request for exchange students or English preparatory students'**.

**HOGESCHOOL UTRECHT OSIRIS**

[Back](#) [Help](#) Welcome

### Welcome to Osiris Application of HU University of Applied Sciences Utrecht!

Have you applied for an English-taught degree course? Select Language choice **English**.  
 Ga je een Engelstalige opleiding volgen? Kies Taalkeuze Engels.

Have you applied for a Dutch-taught degree course? Select Language choice **Dutch**.  
 Ga je een Nederlandstalige opleiding volgen? Kies Taalkeuze Nederlands.

Language choice

This is a notification for students which previously applied to or studied at HU University of Applied Sciences Utrecht. If you do not have your username anymore, please contact the [International Office](#)

Have you previously applied to or studied at Hogeschool Utrecht

- Answer the question 'Have you previously applied to or studied at Hogeschool Utrecht?'  
Choose option '**No**'
- Answer the questions as shown below and click on '**Create Account**'.

**HOGESCHOOL UTRECHT OSIRIS**

[Back](#) [Help](#) Application details

In this screen you can submit a new request or change an existing request.

If you are an incoming exchange student you can create a new application below. If you are a regular degree student, you can answer the required additional questions by scrolling down to the bottom of the page.

**Personal details** [Instructions for registration of personal details](#)

Family name *	<input type="text"/>	Date of birth *	<input type="text" value="(dd/mm/yyyy)"/>
Prefixes	<input type="text"/>	Country of birth *	<input type="text" value="Make a choice"/>
First names *	<input type="text" value="Ann Mari Roze"/>	Place of birth *	<input type="text"/>
Given name *	<input type="text" value="Ann"/>	Nationality *	<input type="text" value="Make a choice"/>
Gender *	<input type="text" value="Make a choice"/>	Second nationality	<input type="text" value="Make a choice"/>
Preferred language *	<input type="text" value="English"/>		

**Contact details** [Instructions for registration of contact details](#)

Personal e-mail address *	<input type="text"/>	Mobile phone	<input type="text"/>
Repeat e-mail address *	<input type="text"/>		

Request for \*

Family name = your last name

Given name = your first name

Select option:  
Application for HU  
Exchange programme

## 2.2 Activate your account

After you have created your account you will receive an e-mail 'Confirmation of your request for a new IO-account'. See example below.

---

Dear student,

Your Student ID is: <your HU student number>

An account has been created for you.

Please use the information below to activate your account at our website.

User name: <your username>

Password: <your password>

Your exchange application can NOT be processed unless you activate your account!

---

You need to log in with your new username and password to activate your account. During this log in attempt the system will ask you to change your password.

## 2.3 Application form

### 2.3.1 General

Please choose the period you are applying for and provide your home institution from the list. (*Please note: if your university is not listed here, please contact us by sending an email to exchange@hu.nl as soon as possible*)

Please note that start date and end date apply to the duration of your stay at the institution. These dates do not apply to the dates of your departure and return.

**General** [General instructions](#)

Application period *	<input type="text" value="Make a choice"/>	Your home institution:	
Starting date (see above) *	<input type="text" value="Fall"/> <input type="text" value="Full year"/> <input type="text" value="Spring"/>	Country *	<input type="text" value="Make a choice"/>
End date (see above) *		City *	<input type="text" value="Make a choice"/>
Status		Institute *	<input type="text" value="Make a choice"/>
Date submitted			

Click 'Continue' to start the application. Do not forget to save your answers regularly. If you do not undertake any action for 5 minutes the page will expire and you will lose unsaved answers. At the end of the application click 'Submit' in order to submit your answers.

Select your home university

### 2.3.2 Study programme

In the section Study programme you provide your preferences for study programme(s) at HU. Our semesters are divided in blocks of each 10 weeks (Fall semester in block A + B and Spring semester in block C + D). Per semester you can choose one programme of 30 ECTS (20 weeks). On our website you can find the list of programmes we offer for *Fall semester* and *Spring semester*. Please note that you can only choose programmes from the study area that corresponds with the agreement we have with your home institution.

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[Home](#) [Save](#) [Help](#) [Additional information](#)

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[General](#) / [Welcome](#) / [Study programme](#) / [Uploads](#) / [Visa](#) / [Contact information](#) / [Additional support](#) / [Declaration](#) / [Submit application](#)

**Study programme** Step 3 of 9

See our programme offer on [our website](#). Please read the application guide for help.

**1 Which semester are you applying for?**

\*  Fall only  
 Full year  
 Spring only

**2 Fill in your study programme for the Fall semester.**

\*

**3 Fill in your study programme for the Spring semester.**

\*

**4 Would you like to join the Dutch Language course we offer to exchange students? This course is optional and is worth 5 ECTS. There are only limited places available. If you want a guaranteed place make sure you include this Dutch course in your learning agreement.**

\*  Yes  
 No

**5 Please advise us of your language competence level. Please refer to the application guide for more details.**

\*  B2  
 C1  
 C2  
 Native speaker

---

[Home](#) [Save](#) [Help](#)

- Choose your **study programme for the Fall semester**
- Choose your **study programme for the Spring semester**
- Depending on your choice, you might need to provide additional information:
  - For all programmes from the department of Creative Business, list the courses that will make up your semester.
  - For all programmes of the department of Economics and Management, list an alternative programme of choice (because of limited spaces).
  - For some programmes of the department of Economics and Management, provide your elective course (if requested).
- Click on '**Continue**'.

### 2.3.3 Upload documents

Upload the required documents as mentioned on page 3 of this guide **in PDF format!**. Uploading a copy of your passport and your learning agreement is mandatory.

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[Home](#) [Save](#) [Help](#) *Additional information*


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[General](#) / [Welcome](#) / [Study programme](#) / [Uploads](#) / [Visa](#) / [Contact information](#) / [Additional support](#) / [Declaration](#) / [Submit application](#)

**Uploads** Step 4 of 9

Various documents are required in order to process your application as an exchange student. Please upload all the necessary documents as specified in the application guide.  
The upload file size may not exceed 30MB and the file format must be pdf.  
If necessary you may save your application and proceed later.

**6 Upload a copy of your passport or European identity card. It should be valid until at least the start of your semester at HU.**  
Attachment 

**7 Uploading a Learning Agreement signed by you and your coordinator is part of the application procedure to HU. The Learning Agreement is the form used to select your courses at HU. Please upload it here. You may either use the HU format or your university's format.**  
After we sign your learning agreement we will upload the latest version in this section.  
Attachment 

[Back](#) [Continue](#)

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[Home](#) [Save](#) [Help](#)

### 2.3.4 Visa

Based on your nationality given, you will see the following screen asking for your confirmation:

---

[Home](#) [Save](#) [Help](#) *Additional information*

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[General](#) / [Welcome](#) / [Study programme](#) / [Uploads](#) / [Visa](#) / [Contact information](#) / [Additional support](#) / [Declaration](#) / [Submit application](#)

**Visa** Step 5 of 9

**8** According to your nationality you will need a visa to study. Please visit our website for more details on the procedure while your exchange programme is being processed.

\*  I shall check the visa requirements and start preparation.

[Back](#) [Continue](#)

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[Home](#) [Save](#) [Help](#)



### 2.3.5 Contact information

- Provide the contact details of the **coordinator at your home institution** and an **emergency contact person** (such as a relative or friend).

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[Home](#) [Save](#) [Help](#) *Additional information*

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[General](#) / [Welcome](#) / [Study programme](#) / [Uploads](#) / [Visa](#) / [Contact information](#) / [Additional support](#) / [Declaration](#) / [Submit application](#) Step 6 of 9

**Contact information**

9 Study programme at home university.  
\*

10 Email address of your international coordinator.  
\*

11 Name of the contact person we can contact in case of emergency.  
\*

12 Relationship to you (e.g. mother, father et cetera).  
\*

13 Telephone number (including country code and area code).  
\*

14 Email address of the contact person we can contact in case of emergency.

[Back](#) [Continue](#)

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[Home](#) [Save](#) [Help](#)

### 2.3.6 Additional Support

- In case you would have a **functional disability or chronic illness** that might affect your studies at HU, we would like to be informed so that necessary arrangements might be made for you.

---

[Home](#) [Save](#) [Help](#) *Additional information*

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[General](#) / [Welcome](#) / [Study programme](#) / [Uploads](#) / [Visa](#) / [Contact information](#) / [Additional support](#) / [Declaration](#) / [Submit application](#) Step 7 of 9

**Additional support**

HU University of Applied Sciences Utrecht is happy to support students with a functional disability or chronic illness. You are entitled to request certain facilities and modifications in consultation with and on the advice of the student counsellor. However, it is important that you record that you are a special needs student when you apply. We will then pass your information to the student counsellor who will decide on the best possible support during your study period at our institution.

15 Do you require any help or facilities regarding a specific functional disability or chronic illness?  
\*  No  
 Yes

[Back](#) [Continue](#)

---

[Home](#) [Save](#) [Help](#)

### 2.3.7 Declaration

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[Home](#) [Save](#) [Help](#) *Additional information*

---

[General](#) / [Welcome](#) / [Study programme](#) / [Uploads](#) / [Visa](#) / [Contact information](#) / [Additional support](#) / [Declaration](#) / [Submit application](#)

**Declaration** Step 8 of 9

After submitting your application you will receive a confirmation email from our mail server. Check your mailbox and spam folder for the email.

16 I hereby declare that the information provided on the application form and all other documents is correct and legitimate.

\*  YES I AGREE

[Back](#) [Continue](#)

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[Home](#) [Save](#) [Help](#) *Additional information*

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[General](#) / [Welcome](#) / [Study programme](#) / [Uploads](#) / [Visa](#) / [Contact information](#) / [Additional support](#) / [Declaration](#) / [Submit application](#)

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**Submit application** Step 9 of 9

This is the last step before you can submit your request. Your request will be processed as soon as possible.

1. Check if all required fields are filled out.
2. Check if all required documents have been attached (if applicable).
3. Submit your request with the button below.

[Back](#) [Submit](#)

---

[Home](#) [Help](#)

### 2.4 Status of your application

After submitting your application, you will receive an email informing you about the status of your application. If you would like to track the status of your application you can do so by logging into your account and clicking on the link under "Progress":

---

[Logout](#) [Help](#) *Current applications*

---

Below you will find an overview of your current applications at the HU University of Applied Sciences.

**Did you receive an invitation to fill in the digital intake for the programme selection check?**  
In the list below, please find the application 'Digital intake for programme selection check' for the programme of your choice, and click 'Details'. There will be a separate intake for each study programme. Please note: to apply to a different study programme, go to [www.studielink.nl](http://www.studielink.nl).

**International Bachelor Students**  
Please find the application 'international admissions HU' and click on 'view/edit' to start the application. Here you can upload all the required documents for your admission as an international student. We will also ask you a few questions, which will help us process your application as quickly as possible. Note: all documents must be in PDF.

**Are you an exchange student or English preparatory student?**  
Please create a new application for the programme of your choice by clicking on 'New application' below and following all necessary steps.

**Current applications**

Type	Programme	Period	Status	Decision	Progress	Details
Application for Exchange	Exchange programme HU	31/08/2018 until 31/01/2019	Submitted		<a href="#">Step 0 of 1 (More info)</a>	<a href="#">Details</a>

[New application](#)

---

[Logout](#) [Help](#)

- You will then see the following details:

[Back](#) [Help](#) 

Current applications

Below you will find an overview of your current applications at the HU University of Applied Sciences.

**Did you receive an invitation to fill in the digital intake for the programme selection check?**

In the list below, please find the application 'Digital intake for programme selection check' for the programme of your choice, and click 'Details'. There will be a separate intake for each study programme. Please note: to apply to a different study programme, go to [www.studielink.nl](http://www.studielink.nl).

**International Bachelor Students**

Please find the application 'International admissions HU' and click on 'View/edit' to start the application. Here you can upload all the required documents for your admission as an international student. We will also ask you a few questions, which will help us process your application as quickly as possible. Note: all documents must be in PDF.

**Are you an exchange student or English preparatory student?**

Please create a new application for the programme of your choice by clicking on 'New application' below and following all necessary steps.

**Current applications**

Type	Programme	Period	Status	Decision	Progress
Application for Exchange	Exchange programme HU	31/08/2018 until 31/01/2019	In progress		Step 0 of 2
<b>Step</b>		<b>Status</b>			
<input checked="" type="radio"/>	Status of your application	Processing your application documents Modified on: 28/03/2018			
<input type="radio"/>	Visa application administration	Not yet started			

[Back](#) [Help](#) 

## 2.5 Acceptance

You will be accepted to our institution once your application status is 'approved'. You will then receive an acceptance letter by e-mail. You can expect your digital acceptance letter latest:

- Fall semester: June
- Spring semester: December

An original version of the acceptance letter can be sent by post on request. Please contact us if you wish to receive a hard-copy version.

## 2.6 Learning Agreement

The Learning agreement is the form used to select your courses at HU. On the form you indicate the **name of the exchange programme of your choice** and the **list of courses (components)** that make up the programme that you wish to participate in. In most cases the list of subjects is fixed, but for some programmes you will need to choose a number of courses. It is not possible to mix courses (components) from different programmes! Your course selection needs to be approved by your coordinator at your home university.

Depending on your home university, you will need to use one of the forms below:

- [Learning Agreement Erasmus+ \(for students from partner universities in EU/EEA/Switzerland\)](#)
- [Learning Agreement Non-Erasmus \(for students from universities outside EU/EEA/Switzerland\)](#)

**Note: you do not necessarily have to use an HU learning agreement for this purpose. You may use your home institution's format if necessary.**

Please complete the form with all your details and your course selection and have it signed by your home university coordinator. You can then upload it to your online application.

After the application deadline all learning agreements will be signed by the programme coordinators at HU. Once the agreement has been signed by the coordinator of your exchange programme, we will upload your signed copy again in OSIRIS. You will be able to open it in your online application.

## 3 Important information regarding your stay

### 3.1 Introduction day

Every semester we organize an Introduction Day for exchange students. In 2018-2019 the dates are set on:

Fall semester 2018: **Friday 31 August 2018**

Spring semester 2019: **Friday 1 February 2019**

Of course we expect you to be there! It is very important to attend the Introduction Day, as it gives you the chance to meet your classmates, get to know each other and find your way around HU. You will learn who to contact for which questions and find out about topics like immigration, housing and life in Utrecht. The course coordinator will meet with you during the introduction, and provide you with your class schedule and other information necessary to make a successful start in your programme.

Also, not attending the introduction means missing out on important practical information. Although the International Office is always willing to help, finding out all this information on your own after a late arrival will take extra time and make the start-up more difficult.

### 3.2 Semester dates 2018-2019

Fall semester 2018:

- Classes start on **Monday 3 September 2018**
- Classes (including exams) end **Friday 2 February 2019**

Spring semester 2019:

- Classes start on **Monday 4 February 2019**
- Classes (including exams) end **Friday 21 June 2019**

### 3.3 List of HU Academic coordinators (Responsible persons Learning Agreements)

You have to upload your Learning Agreement in the Osiris application system. Please do not send your Learning Agreement to the academic coordinator directly!

Programme	Semester	Academic coordinator (Responsible person Learning Agreements)	E-mail
<b>Communication and Media Design</b>			
Big Data and Social Media	Spring	Rob van den Idsert	rob.vandenidsert@hu.nl
Brand Design	Fall	Rob van den Idsert	rob.vandenidsert@hu.nl
Immersive Design	Spring	Rob van den Idsert	rob.vandenidsert@hu.nl
<b>Communication Management</b>			
International Commercial Communications	Fall	Luc van Dijk	luc.vandijk@hu.nl

<b>Creative Business (formerly International Communication &amp; Media)</b>			
Creative Business	Fall & Spring	Dragana Licina	dragana.licina@hu.nl
Media Psychology	Fall & Spring	Dragana Licina	dragana.licina@hu.nl
<b>Economics and Management</b>			
Export Management & International Branding	Spring	Arjan Schellinkhout	arjan.schellinkhout@hu.nl
Globalizing Business	Fall & Spring	Ellen Tiekstra	ellen.tiekstra@hu.nl
International Advertising	Fall & Spring	Arjan Schellinkhout	arjan.schellinkhout@hu.nl
International Business & Management 3	Fall & Spring	Ellen Tiekstra	ellen.tiekstra@hu.nl
International Business & Management 4	Fall & Spring	Ellen Tiekstra	ellen.tiekstra@hu.nl
International Business for Emerging Markets	Fall & Spring	Ellen Tiekstra	ellen.tiekstra@hu.nl
International Business Skills	Fall	Arjan Schellinkhout	arjan.schellinkhout@hu.nl
International Finance 3	Fall & Spring	Ellen Tiekstra	ellen.tiekstra@hu.nl
International Finance 4	Fall & Spring	Ellen Tiekstra	ellen.tiekstra@hu.nl
International Marketing Management 3	Fall & Spring	Ellen Tiekstra	ellen.tiekstra@hu.nl
International Marketing Management 4	Fall & Spring	Ellen Tiekstra	ellen.tiekstra@hu.nl
International Marketing & Communication	Fall	Arjan Schellinkhout	arjan.schellinkhout@hu.nl
Leisure & Event Marketing	Fall	Arjan Schellinkhout	arjan.schellinkhout@hu.nl
Masterclass Strategic Marketing	Fall & Spring	Arjan Schellinkhout	arjan.schellinkhout@hu.nl
Music Marketing	Fall & Spring	Arjan Schellinkhout	arjan.schellinkhout@hu.nl
Sport & Entertainment Marketing	Fall & Spring	Arjan Schellinkhout	arjan.schellinkhout@hu.nl
Sports Management	Fall & Spring	Arjan Schellinkhout	arjan.schellinkhout@hu.nl
Elective Dutch Beginners	Fall & Spring	Ellen Tiekstra	ellen.tiekstra@hu.nl
Elective Dutch Intensive	Fall & Spring	Ellen Tiekstra	ellen.tiekstra@hu.nl
Elective Intercultural Management	Fall & Spring	Ellen Tiekstra	ellen.tiekstra@hu.nl
<b>Education</b>			
American Studies in Advanced English	Fall	Tomas Pollard	tomas.pollard@hu.nl

English Language and Culture	Fall & Spring	Kate Cousins	kate.cousins@hu.nl
Internationalise your classroom	Fall	Joske van Dulmen	joske.vandulmen@hu.nl
Teacher Training	Fall	Carina Janse	carina.janse@hu.nl
<b>Journalism</b>			
CampusDoc International	Fall	Brian Maston	brian.maston@hu.nl
Europe in the World	Fall & Spring	Carien Touwen	carien.touwen@hu.nl
European Culture & European Journalism	Spring	Els Diekerhof	els.diekerhof@hu.nl
Journalism for Dutch speakers	Fall & Spring	Carien Touwen	carien.touwen@hu.nl
<b>Health Care</b>			
International Health Studies	Fall & Spring	Edwin Hagebeek	edwin.hagenbeek@hu.nl
International Pharmaceutical Studies	Fall	Jenny van Gent	jenny.vangent@hu.nl
<b>Law</b>			
Law in Europe	Fall	Bart Hoeijmaekers	bart.hoeijmaekers@hu.nl
Criminal Justice Work	Spring	Heidi van Houten	heidi.vanhouten@hu.nl
<b>Social work</b>			
International Development Work	Fall	Jolanda Berends	jolanda.berends@hu.nl
<b>Technology</b>			
Co-Design studio	Fall	Lenneke Kok	lenneke.kok@hu.nl
Smart Sustainable Cities	Fall	Erlijn Eweg	erlijn.eweg@hu.nl
Sustainability and Innovation within Engineering	Spring	Mireille Stout	mireille.stout@hu.nl
Smart Devices & Apps	Fall	Leo van Moergestel	leo.vanmoergestel@hu.nl
<b>Safety</b>			
Event Crowd Management (only available in Dutch)	Fall	Heidi van Houten	heidi.vanhouten@hu.nl

### 3.4 Housing information

HU has an agreement with SSH Short Stay, a local housing corporation that offers temporary furnished housing. They reserve a range of furnished accommodation especially for international students. However, the number of reserved accommodation is limited, and the sooner you apply, the better your chances of finding accommodation. Please refer to our website for the application procedure for housing with [SSH Short Stay](#).

As soon as you have registered as an exchange student, the International Office will approve of your housing application. SSH Short Stay will send you an e-mail with a password that informs you that you can start looking for a room in the offer reserved for HU exchange students.

Please note that you can rent an accommodation for over a period of 5 months (one semester) or 10 months (a full academic year).

Please visit our website for more information about [student housing](#). Here you can also find useful links to find your own accommodation, should you wish to do so (be aware that the housing market in Utrecht is very difficult!) and ho(s)tel options for the first days after arrival, should you need this.

### **3.5 Immigration information**

If you are a national from a country outside EU/EEA/Switzerland, you might need to apply for a visa/residence permit for your stay in the Netherlands. Please visit our website for information about [immigration procedures](#).

### **3.6 Disability or chronic illness**

HU University of Applied Sciences Utrecht welcomes students with special needs and is happy to discuss the options available to support students where needed. Please visit our website for information about studying at HU with a [disability or chronic illness](#).

### **3.7 Facebook and other useful information**

- Join the HU incoming exchange students [Facebook group](#) and meet your fellow exchange students!
- Visit [www.studyinholland.nl](http://www.studyinholland.nl) for all necessary information for international students on studying in the Netherlands and preparing your stay.
- Learn more about the city of Utrecht and what it has to offer on [www.visit-utrecht.com](http://www.visit-utrecht.com).