



Universiteit Leiden
The Netherlands

ERASMUS PARTNER KEY DATA 2015-2016

INSTITUTION

Name Institution ERASMUS ID code	Universiteit Leiden NL LEIDEN01
Website	www.leidenuniv.nl (Dutch) www.leiden.edu (English)

CONTACT OFFICE for Incoming exchange students

Name	<u>Central:</u> Student and Educational Affairs (SEA) International Relations and Scholarships	<u>Faculty:</u> Humanities International Office Erasmus coordinator: Linda Huizinga-Coolen
Address	Gravensteen / Pieterskerkhof 6 P.O. Box 9500 NL-2300 RA Leiden The Netherlands	Lipsius P.O. Box 9515 NL -2300 RA Leiden The Netherlands
Phone and Fax numbers	T: +31 71 527 7781 F: +31 71 527 7298	Tel.: +3171527 3293
Email	Ms Hieke Hoekstra and Ms Florine Weekenstroo , Admissions Office: exchange@sea.leidenuniv.nl (applications)	Erasmus Coordinator Ms Linda Huizinga-Coolen Incoming students/nominations: exchange@hum.leidenuniv.nl agreements: m.a.huizinga-coolen@hum.leidenuniv.nl Outgoing students: Ms Karin Aalderink exchange@hum.leidenuniv.nl

APPLICATION

Deadlines	Fall Semester + Full Year:	1 April 15 June	(in case visa and housing are required) (in case visa and housing are not required)
	Spring Semester:	15 October	
Admission requirements	A GPA of 3.2 out of 4.0 and at least two years of prior academic study.		
Language requirements	A level of English similar to that reflected by a score of 6.5 on the Academic IELTS test. All Chinese nationals must get an IELTS or iBTTOEFL (min. score 90) certificate in order to get a Nuffic Certificate , which is needed for the issuance of their visa and residence permits. Any agreement-specific requirements above this take priority. More information: http://prospectivestudents.leiden.edu/study-abroad-exchange/application-admission/admission-requirements.html#2-english-language-requirements		
Online application and further information	In our online application students are prompted to download a nomination form for their		



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	home university co-ordinator to sign. Once an application is complete, if the student meets the admission criteria, course requests are forwarded to the relevant faculty for evaluation. http://www.prospectivestudents.leiden.edu/study-abroad-exchange/application-admission/
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PRACTICAL

Website for non-degree students	<p>General information: http://www.prospectivestudents.leiden.edu/programmes/study-abroad/</p> <p>Pre-arrival information: http://www.prospectivestudents.leiden.edu/study-abroad-exchange/after-admission/after-admission/pre-arrival-information-non-degree-eu-students.html</p>
Accommodation	<p>Student housing in Leiden is limited, especially in Fall when there is most demand. Students may therefore also be offered housing in The Hague. For the best chance of securing housing through the university, students should ensure they pay their (non-refundable) housing fee of €350 prior to 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 http://www.studenthousing.leiden.edu/ and http://www.studenthousing.leiden.edu/student-housing/payment-details.html (for payments) regularly.</p>
Visa and residence permits	<p>Students with a non-EU nationality must get a Dutch residence permit and in many cases an entry visa to the Netherlands as well. Please keep in mind that this applies to all Erasmus students with a non-EU passport, even if they have a student residence permit in another Schengen country. Once a student has been admitted to an exchange period at Leiden University, the Admissions Office will work with the student to apply for these documents on their behalf. Students should note that there is a fee of €304 for visas/permits (this fee is subject to change). To allow enough time to obtain these documents, it is imperative that all Erasmus students who are non-EU citizens submit their applications to Leiden before the abovementioned deadline. http://www.students.leiden.edu/application-admission/visa-residence-permit</p>
Insurance	<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. http://prospectivestudents.leiden.edu/study-abroad-exchange/after-admission/insurances/insurances.html</p>
Estimated living expenses	<p>On average, at least €850 – 1400 per month http://prospectivestudents.leiden.edu/study-abroad-exchange/money-matters/living-expenses.html.</p>
Arrival	<p>There is a train that runs directly from Schiphol Airport to Leiden Central station (about 20 minutes travel time) or the Hague Central Station (about 30 minutes). On arrival in Leiden, students should report to the Visitor Centre directly across from Leiden Central Station. On arrival in the Hague, students should report to the student desk located at Schouwburgstraat 2 (a 10-minute walk from the Central Station). For travel information, go to: http://www.ns.nl/en/travellers/about-your-trip/travel-scenarios/to-and-from-schiphol</p>



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International Student Network (ISN)	Organizes cultural and social events to further academic, social and practical integration of international students in Leiden. To find out more about the International Student Network, go to http://www.facebook.com/ISNLeiden , or to www.isnleiden.com .
Student life	Read all about studying in Leiden or the Hague, our facilities, financial matters, medical information and Dutch customs: http://prospectivestudents.leiden.edu/study-abroad-exchange/abroad-exchange/student-life.html
International Student Adviser	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 find answers for them or refer them to the right person. http://www.students.leiden.edu/your-study/guidance/practical-advice/practical-advice.html
International Student Counsellor	Our International Student Counsellor offers various workshops as well as private counselling sessions. http://students.leiden.edu/your-study/guidance/coaching/counselling-international-students.html
International student support services	For information about other types of support services available to international students, please see http://www.students.leiden.edu/your-study/guidance/
Emergency number	From NL: 071 527 66 66 From abroad: +31 71 527 66 66

ACADEMIC

Academic calendar	http://www.students.leiden.edu/your-study/education/academic-calendar.html	
Recommended arrival dates	1st semester:	16 August 2015
	2nd semester:	16 January 2016
Semester dates	1st semester, from / to:	31 August 2015 – 29 January 2016 (exams: late Dec & Jan)
	2nd semester, from / to:	1 February – 24 June 2016 (exams: May & June)
Orientation Week	1st semester:	24-28 August 2015. Fee €70. Participation obligatory.
	2nd semester:	26-28 January 2016. Fee € 40. Participation obligatory.
	http://www.students.leiden.edu/pre-departure/induction-programme/orientation-week.html	
Courses available to non-degree students	For information on our available courses and programmes see here: www.prospectivestudents.leiden.edu/study-abroad-exchange/programmes/ . Please see our E-Prospectus here: https://studiegids.leidenuniv.nl/en/ . <i>Please note that language acquisition courses are in principle not open to students outside the study programme that offers the course, unless stated otherwise in the e-prospectus.</i>	
Languages of instruction	English and Dutch. See e-Prospectus (link above) for information on course content and language.	
Credit system used	ECTS. Most courses carry a load of 5 or 10 ECTS credits.	



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Standard course load	20-30 ECTS per semester for non-degree students. 30 ECTS is the standard full-time load for Dutch students. 1 ECTS equals 28 hrs of study, including contact hours and self-study.
Language courses	Language courses are not available as regular exchange programme courses. Our Academic Language Centre offers language courses for a fee. http://hum.leiden.edu/languagecentre/
Course registration	Course approval occurs at the time of admission to the exchange program. Finalizing registration in our online registration system occurs prior to the start of the semester. The process for confirming registration differs per faculty; students will receive further instructions close to the start of the semester. Questions regarding course registration after arrival should be directed to the Academic Co-ordinator at the faculty responsible for the course a student wishes to take. www.prospectivestudents.leiden.edu/study-abroad-exchange/after-admission/after-admission/academic-coordinators.html
Examinations	Many exams for courses in English available to foreign 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.
Transcript issuance	For Fall students: mid-February to mid-March For Spring and Full-Year students: end of July to end of August Please note that this is an indication only, unfortunately we are unable to give a guarantee with respect to transcript issuance dates.