



**Factsheet 2019-2020**

<b>University of Groningen</b>		<b>NL Groning 01</b>	
<b>Institutional Erasmus+ Coordinator</b>		Regine van Groningen +31 (0)50 363 7231 <a href="mailto:r.j.van.groningen@rug.nl">r.j.van.groningen@rug.nl</a>	
<b>Visiting address</b>		Office for International Relations University of Groningen Broerstraat 5 9712 CP Groningen The Netherlands	
<b>General website</b>		<a href="http://www.rug.nl">www.rug.nl</a>	
<b>Faculty of Arts</b>			
<b>Policy advisor Education and International Affairs</b>		Mia Vrijens +31 (0) 50 363 5361 <a href="mailto:m.i.h.vrijens@rug.nl">m.i.h.vrijens@rug.nl</a>	
<b>Faculty Coordinator Internationalisation and Erasmus+ coordinator</b>		Margo Slebus <a href="mailto:m.a.j.slebus@rug.nl">m.a.j.slebus@rug.nl</a>	
<b>Exchange coordinators:</b>		Janet Caspers Sigrid Hasper Jolanda Dijkstra	
		Email incoming exchange students: <a href="mailto:exchange.in.arts@rug.nl">exchange.in.arts@rug.nl</a> Email outgoing exchange students: <a href="mailto:exchange.out.arts@rug.nl">exchange.out.arts@rug.nl</a>	
<b>Placement coordinator</b>		Simon Peschar <a href="mailto:stages.let@rug.nl">stages.let@rug.nl</a>	
<b>Study adviser for exchange students</b>		Joyce Gelling <a href="mailto:int.studyadvice.let@rug.nl">int.studyadvice.let@rug.nl</a>	
<b>Visiting address</b>		Office for Student Affairs University of Groningen, Faculty of Arts Oude Kijk in 't Jatstraat 26 9712 EK Groningen The Netherlands	
<b>Postal address</b>		Office for Student Affairs University of Groningen, Faculty of Arts P.O. Box 716 9700 AS Groningen The Netherlands	
<b>Phone number</b>		+31 (0)50 363 6050	
<b>Website</b>		<a href="http://www.rug.nl/let/mobilityoffice">www.rug.nl/let/mobilityoffice</a>	
<b>Central Admissions Office Bachelor/Master degree applications</b>		+31 (0)50 363 8976 <a href="mailto:admission@rug.nl">admission@rug.nl</a>	



The Faculty of Arts includes the following departments:		
Programme	Coordinator	e-mail
American Studies	M.E. Messmer	<a href="mailto:m.e.messmer@rug.nl">m.e.messmer@rug.nl</a>
Archaeology	L.de.Jong	<a href="mailto:Lidewijde.de.Jong@rug.nl">Lidewijde.de.Jong@rug.nl</a>
Arctic Studies	M.J.J.E. Loonen	<a href="mailto:m.j.j.e.loonen@rug.nl">m.j.j.e.loonen@rug.nl</a>
Art History	N.S. Baadj	<a href="mailto:n.s.baadj@rug.nl">n.s.baadj@rug.nl</a>
Arts, Culture and Media	A. van Noortwijk	<a href="mailto:a.van.noortwijk@rug.nl">a.van.noortwijk@rug.nl</a>
Canadian Studies	J.M.L. den Toonder	<a href="mailto:canstudy@rug.nl">canstudy@rug.nl</a>
Classical Studies (Greek, Latin)	R.P. van den Borg	<a href="mailto:r.p.van.der.borg@rug.nl">r.p.van.der.borg@rug.nl</a>
Communication and Information Sciences	Y.P. Ongena	<a href="mailto:y.p.ongena@rug.nl">y.p.ongena@rug.nl</a>
Dutch Language and Culture	M.E. Meijer Drees	<a href="mailto:m.e.meijer.drees@rug.nl">m.e.meijer.drees@rug.nl</a>
Dutch Studies	I.D. Sennema	<a href="mailto:i.d.sennema@rug.nl">i.d.sennema@rug.nl</a>
English Language and Culture	J.P.M. Jansen	<a href="mailto:j.p.m.jansen@rug.nl">j.p.m.jansen@rug.nl</a>
European Languages and Cultures	W. Kehrein (German)	<a href="mailto:w.kehrein@rug.nl">w.kehrein@rug.nl</a>
	M.E. Dicke (Italian)	<a href="mailto:m.e.dicke@rug.nl">m.e.dicke@rug.nl</a>
	G. Oggel (Spanish)	<a href="mailto:g.a.oggel@rug.nl">g.a.oggel@rug.nl</a>
	J. den Toonder (French)	<a href="mailto:j.m.l.den.toonder@rug.nl">j.m.l.den.toonder@rug.nl</a>
	V. Alexander (English)	<a href="mailto:v.alexander@rug.nl">v.alexander@rug.nl</a>
E. Jiresch (Swedish)	<a href="mailto:e.jiresch@rug.nl">e.jiresch@rug.nl</a>	
Frisian Language and Culture	N.H. Hilton	<a href="mailto:n.h.hilton@rug.nl">n.h.hilton@rug.nl</a>
Linguistics (Neurolinguistics)	Y.R.M. Bastiaanse	<a href="mailto:Y.R.M.Bastiaanse@rug.nl">Y.R.M.Bastiaanse@rug.nl</a>
Linguistics (Computational Linguistics)	Y.R.M. Bastiaanse	<a href="mailto:Y.R.M.Bastiaanse@rug.nl">Y.R.M.Bastiaanse@rug.nl</a>
Linguistics	G. Bouma	<a href="mailto:G.Bouma@rug.nl">G.Bouma@rug.nl</a>
German Language and Culture	W. Kehrein	<a href="mailto:w.kehrein@rug.nl">w.kehrein@rug.nl</a>
History	R.P. van der Borg	<a href="mailto:r.p.van.der.borg@rug.nl">r.p.van.der.borg@rug.nl</a>
Information Science	G. Bouma	<a href="mailto:g.bouma@rug.nl">g.bouma@rug.nl</a>
International Organisation and International Relations	R. Huttinga	<a href="mailto:r.huttinga@rug.nl">r.huttinga@rug.nl</a>
Medieval and Renaissance Studies	J. den Toonder	<a href="mailto:j.m.l.den.toonder@rug.nl">j.m.l.den.toonder@rug.nl</a>
Middle-Eastern Studies	W. van Bekkum	<a href="mailto:w.j.van.bekkum@rug.nl">w.j.van.bekkum@rug.nl</a>
Slavic Languages and Cultures	P. de Groot	<a href="mailto:p.m.de.groot@rug.nl">p.m.de.groot@rug.nl</a>





**Academic year 2019-2020**

	<b>Semester 1</b>	<b>Semester 2</b>
<b>Introduction week exchange students</b>	<b>Introduction week for exchange students: 26 – 30 August 2019</b>	<b>Introduction week for exchange students: 27 – 31 January 2020</b>
	Check-in @ Office for Student Affairs and final course registration office hours	Check-in @ Office for Student Affairs and final course registration office hours
	Faculty Introduction for all international students	Faculty Introduction for all international students
	Academic Skills Lecture (attendance mandatory)	Academic Skills Lecture (attendance mandatory)
	RUG Welcoming Ceremony, for all international students RUG Welcoming event for non-EU students	RUG Welcoming Ceremony, for all international students RUG Welcoming event for non-EU students
	Apart from these introduction events organized by the University and the Faculty of Arts, the Erasmus Student Network (ESN) Groningen organizes an introduction week for international students as well ( <a href="http://www.esn-groningen.nl">www.esn-groningen.nl</a> ); international students can also take part in the general introduction week in August, the 'KEI-week' ( <a href="http://stichting.keiweek.nl/">http://stichting.keiweek.nl/</a> )	Apart from these introduction events organized respectively by the University and the Faculty of Arts, the Erasmus Student Network (ESN) Groningen organizes an intro-week for international students as well ( <a href="http://www.esn-groningen.nl">www.esn-groningen.nl</a> )
<b>Semester dates</b>	<b>2 September 2019 - 31 January 2020</b>	<b>3 February 2020 - 10 July 2020</b>
<b>Holidays</b>	Christmas vacation: 21 December 2019 - 05 January 2020	Good Friday: 10 April 2020 Easter: 12 and 13 April 2020 Birthday of the King: 27 April 2020 Liberation Day: 5 May 2020 Ascension Thursday: 21 May 2020 Whitsun: 31 May and 1 June 2020
<b><i>Note: students are expected to be present during the first week of classes (2 September 2019)</i></b>		
<b><i>Note: Exam periods are fixed and it is not possible to change exam dates</i></b>		
<b><i>Note: Professors might continue teaching until Friday December 20</i></b>		



### Requirements for exchange students

<b>Level of studies</b>	Students should at least be in their second year of study and/or have a minimum of 60 ECTS or the equivalent
<b>Language requirements (English)</b>	Students should have a level of English Proficiency of at least CEF B2/C1, IELTS 6,5 (with a minimum of 6.0 for each section) or TOEFL iBT 92 (with a minimum of 20 for each section) (paper based 580) For further information on accepted proof of language proficiency: <a href="http://www.rug.nl/let/organization/diensten-en-voorzieningen/mobility-office/incoming/exchange-students/who-can-apply">http://www.rug.nl/let/organization/diensten-en-voorzieningen/mobility-office/incoming/exchange-students/who-can-apply</a>
<b>Language requirements (other languages)</b>	If students wish to enroll in courses not taught in English but in another language that is not their mother tongue, they need to send a certificate or statement from the language instructor at the home university indicating their level of proficiency in that language. If students wish to enroll in courses taught in Dutch, their level needs to be at least CEF B2/C1.

### Courses for exchange students

<b>Available courses</b>	Courses open to exchange students can be found on the website of the Office for Student Affairs: <a href="http://www.rug.nl/let/what-can-i-study">www.rug.nl/let/what-can-i-study</a> Categories of courses for exchange students: <ul style="list-style-type: none"><li>- The Dutch Studies programme</li><li>- English-taught modules</li><li>- Language and literature courses</li><li>- Courses in Dutch</li><li>- (Dutch) Language Courses at the Language center</li></ul>
<b>Registration for course</b>	Students cannot register themselves for courses, they will be registered by the Office for Student Affairs after assessment of their file and course selection
<b>Restrictions to courses</b>	<ul style="list-style-type: none"><li>- Master courses only open to students who have completed a Bachelor in that specific field of study</li><li>- Most courses that are open to exchange students have limited availability. In case of limited availability, students on exchange agreements of the specific department take precedence.</li></ul>



### Exchange application procedure

<b>Nomination</b>	Nominate your student: <a href="mailto:exchange.in.arts@rug.nl">exchange.in.arts@rug.nl</a> (include name, email address, field of study, level during exchange and period of exchange) Nomination deadline semester I & academic year: 1 May Nomination deadline semester II: 1 October
<b>Provisional acceptance</b>	Student receives information from the Office for Student Affairs of the Faculty of Arts on how to apply for accommodation, dates and other practical matters
<b>Online application</b>	Student applies online: <a href="http://www.rug.nl/let/how-to-apply">www.rug.nl/let/how-to-apply</a>  Application deadline semester I & academic year: 1 June Application deadline semester II: 1 November
<b>Application documents (upload in online application form)</b>	<b>All exchange students:</b> <ul style="list-style-type: none"><li>- Course selection form (provided by University of Groningen)</li><li>- Study skills overview (provided by the University of Groningen)</li><li>- Official academic transcript, in English, showing credits and grades so far;</li><li>- Motivation letter in English (300 words)</li><li>- English language certificate (also see: 'Language Requirements');</li><li>- Copy of passport or EU identity card</li><li>- Digital photo</li></ul> <b>Additional documents for Erasmus+ students:</b> <ul style="list-style-type: none"><li>- Learning Agreement/Before Mobility Form</li></ul> <b>If applicable</b> <ul style="list-style-type: none"><li>- Language test results for other languages</li><li>- Copy of bachelor's degree certificate (applicable to all master's degree students)</li><li>- Official academic transcript, in English, including all bachelor's grades and all master's grades so far)</li></ul>
<b>Letter of acceptance</b>	Student receives the 'Letter of acceptance' and is registered as a student at the University of Groningen;
<b>Course selection assessment</b>	The study adviser for exchange students contacts the student about admission to courses. The Office for Student Affairs takes care of all course enrolments



### Transcript of records

<b>What?</b>	As of the academic year 2018-2019, we will only send out digital transcripts.
<b>When?</b>	The transcript will be made within 6 weeks after the final exam date.
<b>Where?</b>	Transcripts will be sent by email to the student and in cc to the coordinator who has nominated the student, unless requested differently by the student.
<b>Other options</b>	If your institution does require the paper transcript, please inform us after you have received the digital copy.

### Student Housing

<b>Important information</b>	The University of Groningen is not a campus university, students have to find their own accommodation somewhere in town. Generally there is a shortage of rooms in Groningen, for degree students as well as for exchange students. However, if students follow our instructions carefully, they will certainly be able to find appropriate accommodation.
<b>General information city of Groningen</b>	<a href="https://www.athomeingroningen.com">https://www.athomeingroningen.com</a>
<b>Recommended organization</b>	<a href="#">SSH</a> International students can get assistance in finding accommodation from SSH. SSH does not have capacity to accommodate all international students and SSH is fully booked every semester. We advise students to apply early.
<b>Other options</b>	If students do not wish to make use of the accommodation offered by SSH and want to try finding housing on their own, they should take the following into account: <ul style="list-style-type: none"><li>* Make sure to do this through official websites or companies that can be traced;</li><li>* Do not go to a viewing alone;</li><li>* Do not pay anything before having everything in writing;</li><li>* Always ask for a payment receipt;</li><li>* A rent that is too low for the location or type of housing as well as unrecognizable pictures of the location may indicate fraudulent practices;</li><li>* Avoid identity theft: never send a passport copy to strangers.</li></ul>