



Universiteit Leiden
The Netherlands

ERASMUS PARTNER KEY DATA 2014-2015

INSTITUTION

Name Institution	Universiteit Leiden
ERASMUS ID code	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>
Address	Gravensteen / Pieterskerkhof 6 P.O. Box 9500 NL-2300 RA Leiden The Netherlands	
Phone and Fax numbers	T: +31 71 527 7287 F: +31 71 527 7298	
Email	exchange@sea.leidenuniv.nl (Admission information) Ms Mai Dahl: m.b.dahl@sea.leidenuniv.nl (Programme and agreement information)	

APPLICATION

Deadlines	Fall Semester + Full Year:	1 April
	Spring Semester:	15 October
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 ibTOEFL (min. score 90) certificate in order to get a Nuffic Certificate , which is needed for the issuance of their visa and residence permits.	
Online application and further information	In our online application students are prompted 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 relevant faculty for evaluation. http://www.prospectivestudents.leiden.edu/study-abroad-exchange/application-admission/	

PRACTICAL

Website for non-degree students	http://www.prospectivestudents.leiden.edu/programmes/study-abroad/
Accommodation	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. In the unfortunate event a student is not admitted, this fee



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	<p>will be refunded. Other costs, such as the refundable €500 housing deposit, are due before students arrive. *</p> <p>*This information is subject to change. 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 €300 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 deadlines.</p> <p>http://www.prospectivestudents.leiden.edu/practical-info/visa/.</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.</p> <p>http://prospectivestudents.leiden.edu/study-abroad-exchange/after-admission/insurances/insurances.html</p>
Estimated living expenses	<p>On average, at least €800 – 1150 per month</p> <p>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).</p>
International Student Network (ISN)	<p>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/StuderenInHetBuitenland#!/ISNLeiden, or to www.isnleiden.com.</p>
International Student Adviser	<p>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.</p> <p>http://www.students.leiden.edu/your-study/guidance/practical-advice/practical-advice.html</p>
International Student Counsellor	<p>Our International Student Counsellor offers various workshops as well as private counselling sessions.</p> <p>http://students.leiden.edu/your-study/guidance/coaching/counselling-international-students.html</p>



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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 2014
	2nd semester:	16 January 2015
Semester dates	1st semester, from / to:	1 September 2014 – 30 January 2015 (exams: late Dec & Jan)
	2nd semester, from / to:	2 February – 28 June 2015 (exams: May & June)
Orientation Week	1st semester:	25-29 August 2014 (five days). Fee €65. Participation obligatory.
	2nd semester:	27-30 January 2015 (four days). Fee € 40. Participation obligatory.
Courses available to non-degree students	Please see our e-Prospectus www.prospectivestudents.leiden.edu/study-abroad-exchange/programmes/ .	
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.	
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	



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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: mid-June 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.

Grading system: <http://www.students.leiden.edu/your-study/education/academic-system.html>