



Name of Institution

Maastricht University School of Business and Economics

Erasmus code

NL MAASTRIO1

Prof. Dr P.G.M.C. Vergauwen

Dean of the School

Prof. Dr M. Heijltjes

Associate Dean for Strategic Development and Internationalisation

<http://www.maastrichtuniversity.nl/sbe>

International Relations Office

<https://www.maastrichtuniversity.nl/education/exchange/sbe>

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Study Programmes

Exchange students can use our course database to work out their study path: <http://code.unimaas.nl/> *

* When opening the course database, make sure to always select the [Exchange](#) course list.

The language of instruction of all courses is English.

Academic Calendar 2016/2017

FALL SEMESTER

Compulsory Introduction Days

Thursday 01 & Friday 02 September 2016

Fall semester period incl. exams

05.09.2016 – 31.01.2017

Application Deadline

15 May 2016:

Online application as exchange student

Course Registration Fall

Period 1: 01 June – 15 July 2016

Period 2: 01 June – 18 September 2016

Period 3: 01 June – 13 November 2016

SPRING SEMESTER

Compulsory Introduction Days

Thursday 02 & Friday 03 February 2017

Spring semester period incl. exams

05.02.2017 – 15.07.2017

Application Deadline

15 October 2016:

Online application as exchange student

Course Registration Spring

Period 4: 01 June – 04 December 2016

Period 5: 01 June – 26 February 2017

Period 6: 01 June – 23 April 2017



Accommodation

Maastricht Housing

Most exchange students find accommodation through Maastricht Housing. Most of the buildings are located in the vicinity of the Faculties and are easily accessible by bike or on foot. Unfortunately SBE cannot guarantee that all students who apply for a room via Maastricht Housing actually get a room. Applications are processed on a first-come-first-served basis, and we have no influence on that process.

Office / Reception address:

Brouwersweg 100

6216 EG Maastricht

Phone: +31 43 388 59 70

Fax: +31 43 346 72 30

Email: guesthouse@maastrichtuniversity.nl

Applications and information via www.Maastrichthousing.com

*Note that SBE's International Relations Office **cannot and will not** interfere on students' behalf in case of legal disputes concerning housing or otherwise. If faced with legal problems they are advised to go to the student law agency ("Studenten Rechtsbureau"), an agency for all UM students run by UM Law Students.*



Residence Permit/Visa

Nationals of the following countries do not need a visa to study in The Netherlands: Members of the EU, EEA, Australia, Canada, Japan, Monaco, New Zealand, South Korea, United States of America and Vatican City State. A visa is necessary for nationals of all other countries when staying for more than three months. All non-EU nationals need a residence permit for a stay of more than three (3) months. Please check the webpage of our Visa Office for more information: <http://www.maastrichtuniversity.nl/visa>

Important note: Do not apply for a short-stay or tourist visa. If you do so anyway, Dutch Immigration Laws will force us to deregister you as SBE student, which means you will not be allowed to follow courses.

Nuffic Certificate

If you are a Chinese national (even if you are currently living outside China) you have to get a Nuffic Certificate, to be eligible for a Dutch entry visa. This does not apply to Hong Kong (SAR), Macau (SAR) and Taiwan (ROC) nationals.

Students with the Chinese nationality (*excluding British National Overseas*) are required to submit a Nuffic Certificate. This is a document issued by Nuffic (Netherlands organization for International Cooperation in Higher Education) that provides an assessment of a student's English language proficiency and of the validity of the diplomas and degrees. Chinese students who wish to enrol in an English-taught programme at a Dutch higher education institution are required to apply for a Nuffic Certificate. In order to receive the Nuffic certificate, students need to prove the English language proficiency. This means that a minimum language requirement of a TOEFL score of at least 6.0 or an IELTS score of at least 7.0 is required.

However, students holding the Chinese nationality coming from one of our partners residing in Hong Kong (SAR), Macau (SAR), Taiwan (ROC) or any English-speaking country (e.g. Australia, New Zealand, United States, Canada, Singapore) where education is completely in English are exempted from the English language proficiency test. When applying for the Nuffic Certificate they must provide a motivation that they request an exemption for the English language test (because they are currently studying at a university located in Hong Kong, Taiwan, Macau or in an English speaking country). We will provide the Nuffic organization with a list of the names of the students who are eligible for the exemption. Do note that the exemption is only given for the English language test score. The students will always need a Nuffic Certificate in order to be eligible for a visa for The Netherlands.

Please note that the registration for a "Nuffic Certificate" does NOT replace the regular application procedures of the Dutch universities and institutions of higher education.



The entire application procedure for the Nuffic Certificate is available on the Nuffic webpage via: <http://www.nuffic.nl/international-students> → Practical Matters → Visas and permits → Nuffic Certificate for Chinese students → Application procedure. We strongly recommend students to register for the Nuffic Certificate at least four months prior to their intended departure for the Netherlands.

English Language Requirement

Since the official language at our School is English and all courses are taught in English, exchange students are required to have an advanced level of the English language (comparable to the level B2 of the [Common European Framework of Reference](#)) to be able to successfully complete their courses at our School (note that we do not require any proof of an ENGLISH LANGUAGE TEST SCORE). Please note that if the students' goal is to improve their English, this is not the right University for them to come to. Our educational system, the Problem Based Learning (PBL) system, requires the student to actively take part in the lectures, or tutorial meeting as we call them. The PBL method is explicitly student-centred rather than teacher-centred. Students are expected to take the initiative. Speaking up and actively taking part in discussions is a crucial part of the system and this will also influence students' final grades. Therefore it is extremely important for exchange students to master the English language written as well as spoken.

Academic background

Please note that we will only accept students if they follow their major in Economics or Business. Bachelor students need to have completed at least TWO semesters of relevant study before they start their exchange programme.

Master level courses

Exchange students can only choose master courses in addition to bachelor courses provided they upload a copy of their relevant Bachelor degree in English (worth three years of relevant studies) or a statement from their home university in English certifying that they have obtained at least 180 ECTS in the relevant field (economics, business, marketing etc.) or that they will have obtained at least 180 ECTS in the relevant field at the start of their exchange semester. The statement needs to be printed on university letter headed paper. Students have to submit this copy of their bachelor degree/ this statement at the same time as their on-line application. If they do not do so, they will be registered as bachelor exchange students. Students with a bachelor degree in non-related subjects (for example Technology, History, Languages, Psychology etc.) do NOT qualify for the master courses.

The students of course also need to fulfil the relevant prerequisites of a course before they can be allowed into a course. Detailed information is provided in the course database.



First year courses

Exchange students can still choose out of (a selection of) our first-year courses. Our first year courses are of the same high standard as our second and third year courses, and students who have first year courses on their transcript should not fear for a devaluation of their grade transcript from our School of Business and Economics.

Course registration

All exchange students receive their ID and password to register online for courses; they can read about the actual procedure on [our website](#). Registration for the first period of the Fall semester will be possible as of 1 June 2016. Registration for the first period of the Spring semester (period 4) is also possible as of 1 June 2016.

As always it is crucial that students check our course descriptions very carefully and make sure they select the correct courses, since our deadlines are extremely strict. Students can of course always ask the course coordinator (mentioned in the descriptions) for advice. Changes after registration periods are **NOT** possible.