### Institutional details

Name of the institution – Universiteit Utrecht  
Erasmus+ code – NL Utrecht01  
Website – [www.uu.nl](http://www.uu.nl)

### Staff & Contact Details

<table>
<thead>
<tr>
<th>Exchange Coordinator</th>
<th>Email</th>
<th>Phone</th>
<th>Website</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>South-Western (France, Italy, Spain and Portugal) and non-Europe</strong></td>
<td><a href="mailto:internationaloffice.leg@uu.nl">internationaloffice.leg@uu.nl</a></td>
<td>+31 30 253 7289</td>
<td><a href="http://www.uu.nl/leg/internationaloffice">www.uu.nl/leg/internationaloffice</a></td>
</tr>
<tr>
<td>Ms. Paula Banning</td>
<td></td>
<td>+31 30 253 7548</td>
<td></td>
</tr>
<tr>
<td><strong>Exchange Coordinator (North/East Europe)</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ms. Cathelijne van Weelden</td>
<td></td>
<td>+31 30 253 8498</td>
<td></td>
</tr>
<tr>
<td><strong>Support Officer</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ms. Vera Vos-Noot</td>
<td></td>
<td>+31 30 253 7289</td>
<td></td>
</tr>
</tbody>
</table>

**Address:**  
Utrecht University  
Faculty of Law, Economics and Governance  
International Office  
Janskerkhof 3  
3512 BK Utrecht  
The Netherlands

### Important websites

- **Utrecht School of Law**, website for exchange students: [http://students.uu.nl/en/leg/information-for-exchange-students-school-of-law](http://students.uu.nl/en/leg/information-for-exchange-students-school-of-law)  
- **General Utrecht University website for exchange students**: [www.uu.nl/exchange](http://www.uu.nl/exchange)  
- **Welcome to Utrecht website**: [www.uu.nl/welcometoutrecht](http://www.uu.nl/welcometoutrecht)

### Important deadlines

| Nomination deadline (by partner): | Fall semester & Full year: 15 April 2017  
Spring semester: **15 September 2017** |  
| Application deadline (by student): | Fall semester & Full Year: **1 May 2017**  
For students who need an Entry Visa (MVV): **April 1**  
Spring semester: **1 October 2017**  
For students who need an Entry Visa (MVV): **September 1** |

### Academic Requirements

- **For courses on Bachelor level**: none for courses on introductory level, specific requirements for courses on elaborative and complex level are included in the course descriptions.  
- **For courses on Master level**: at least three years of study at Bachelor level.

### English Language Requirements

Exchange students must show proof of sufficient knowledge of English. The required level of English proficiency differs between those students who will only do bachelor-courses and those students who are eligible for and want to do master-courses. See for more detailed information:  
- [School of Law](http://students.uu.nl/en/leg/information-for-exchange-students-school-of-law)  
- [School of Economics](http://students.uu.nl/en/leg/exchange-programmes-economics)  
- [School of Governance](http://students.uu.nl/en/leg/information-for-exchange-students-at-the-school-of-governance)

### Course information & academic calendar

A list of courses available for exchange students can be found [here](http://students.uu.nl/en/leg/information-for-exchange-students-school-of-law).  
Each link also contains the academic calendars. Please note: these calendars might differ from the general Utrecht University academic calendar!  
Course registration will take place in May 2017 (Fall semester) and in November 2017 (Spring semester). All (prospective) exchange students will be informed about the procedure in due time.
<table>
<thead>
<tr>
<th><strong>GPA information</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course levels</strong></td>
</tr>
<tr>
<td>Level 1 = Introduction</td>
</tr>
<tr>
<td>Level 2 = Intermediate</td>
</tr>
<tr>
<td>Level 3 = Advanced</td>
</tr>
<tr>
<td>Level M = Master’s (only available if mentioned in the agreement)</td>
</tr>
</tbody>
</table>

**Explanation credit, grading and transcript system & study load**

**Study load:**
- 60 ECTS = full time study for once academic year
- 30 ECTS = full time study for one semester

**Grading:**
a scale of 1 (extremely poor) to 10 (outstanding). The lowest passing grade is 6. Grades below 2 and above 9 are hardly ever given. A grade of 8 represents a high level of achievement.

**Transcripts:**
Approx 1.5 month after the end of the exchange period an e-mail version of the transcript will be sent to students. The original transcript will be posted to the contact person of the host university.

**Application procedure**
Students will receive an email with a link to an online application form after being nominated by their home university. Students are required to complete the online application and upload additional documents.

**Preparatory Dutch language course for incoming exchange students**
A beginners course Dutch for exchange students starts in September and February. For more information [www.babel.nl](http://www.babel.nl) (at students own expense)

**Orientation Programme**
Both the university as well as the faculty will organize an Orientation at the beginning of the semesters. More information will be available online ([www.uu.nl/orientation](http://www.uu.nl/orientation)) some weeks before the start of the semester. Attending the orientation is strongly recommended for all exchange students!

**Housing**
Please note: Accommodation in Utrecht is very scarce and expensive. Students are strongly recommended to apply for accommodation through the housing agency SSH Short Stay. The SSH has reserved (furnished) accommodation for exchange students. University reserved accommodation can be rented for a fixed period only. See also [http://www.sshxl.nl/en/utrecht-university](http://www.sshxl.nl/en/utrecht-university)
Unfortunately, placement cannot be guaranteed.

See for information on accommodation:

**Health Insurance requirements**
For European students: The European Health Insurance Card is sufficient.
For non-EU/EEA students: they must provide proof that they have adequate health insurance to obtain their entry visa/residence permit.

For more information, see [http://www.uu.nl/en/education/welcome-to-utrecht/to-do/insurance](http://www.uu.nl/en/education/welcome-to-utrecht/to-do/insurance)

**Visa information**
Students cannot apply for the visa on their own behalf; this needs to be initiated by Utrecht University!

For more information: [http://www.uu.nl/en/education/welcome-to-utrecht/to-do/entry-visaresidence-permit](http://www.uu.nl/en/education/welcome-to-utrecht/to-do/entry-visaresidence-permit)

**Estimated cost of living per semester**