



## **Wageningen University & Research Profiling Fund**

The Profiling Fund consists of four financial regulations for students at Wageningen University & Research:

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# 1. Student Financial Support Regulations (FOS regulation)

## Article 1 Definitions

For the purposes of these regulations, the following terms are defined below:

- a. WHW: The Higher Education and Research Act
- b. WSF 2000: The Student Finance Act 2000
- c. Supplementary grant: a supplementary grant within the context of Article 5.1a of the WSF 2000
- d. DUO: Education Executive Agency (*Dienst Uitvoering Onderwijs*)
- e. WUR: Wageningen University & Research
- f. Executive Board or Board: the Wageningen University & Research Executive Board
- g. Student Dean's Office: the student dean's office at Wageningen University & Research
- h. Student: someone who is enrolled as a full-time student at Wageningen University & Research. These regulations do not apply to registration for an online programme.
- i. Graduation: passing the final exam of the programme for which the student is registered
- j. Study year: the year in which the student is enrolled, which runs from 1 September until 31 August of the following calendar year.
- k. NOC/NSF: Netherlands Olympic Committee/Netherlands Sport Federation.
- l. Performance grant: a performance grant for higher education in the context of Article 5.1a and (if applicable) Article 5c of the WSF 2000, i.e. a supplementary grant, if applicable, plus an allowance for a single-parent family, and excluding travel provisions
- m. Study financing: system of student grants and loans for a higher-education programme in the context of Article 3.1, Paragraph 2 of the WSF 2000
- n. SSC: Wageningen University & Research Student Service Centre
- o. Programme: the Wageningen University & Research Bachelor's or Master's programme in which the student is enrolled.
- p. Monthly instalment 'rate 1': the monthly instalment set by the Executive Board for the special circumstances as stipulated in Article 3, sub. e, f, g, h, and i, the amount of which is listed and explained in Appendix 2
- q. Monthly instalment 'rate 2': the monthly instalment set by the Executive Board for the special circumstances as stipulated in Article 3, sub. a, b, c, and d, the amount of which is listed and explained in Appendix 2

## Article 2 Aim and duration of the regulations

- 2.1 These regulations contain the elaboration of Chapter 7, Title 3, Section 2a 'Profiling Fund' of the WHW (Article 7.51 et seq. of the WHW) and describe the provisions that WUR has adopted for the financial support of students registered at the university who are experiencing or expect to experience study delays due to a special circumstance as described in Article 3.
- 2.2 The regulations are in effect as long as no amendments occur to the relevant act or regulations or changes within the organisation or with regard to the financial situation at WUR. If any changes should occur, the amended regulations must be approved no later than 1 February of the academic year preceding that in which the new regulations, and the funding resulting from the new regulations will apply.

## Article 3 Grounds for study delay

The special circumstances that the student can invoke in the case of study delay and that can lead to a claim under these regulations are:

- a. Membership on the Student Council, participation on the board of the Education Institute or within a foundation that, according to its statutes, is aimed at the provision of student facilities, or an organisation or body which, in the judgement of the Executive Board, has a similar task
- b. Other circumstances as determined by the Executive Board, in which the individual concerned participates in activities as part of the organisation and administration of WUR

- c. At the discretion of the Executive Board: membership on the board of a student organisation of a substantial size and with full legal competence
- d. Participation as a top athlete
- e. Illness or pregnancy and maternity
- f. A disability or chronic illness
- g. Exceptional familial circumstances
- h. A study programme that is not feasible
- i. Circumstances other than those stipulated in sub. a to h that could lead to paramount unfairness if a request for support based on these circumstances were not approved by the Executive Board.

The administrative positions listed under a, b and c and the accompanying claim to and payment of financial support are explicitly addressed in Article 9. Subsection d is explicitly addressed in Article 10 on participation as a top athlete.

#### **Article 4 Terms and conditions**

To qualify for support, a student must satisfy the following terms and conditions:

- a. The student has incurred at least one month's study delay during the course of the academic year, due to special circumstances as listed in Article 3, sub. d, e, f, g, h, and i, or at least two months as a result of special circumstances listed in Article 3, sub. a, b and c.
- b. The special circumstances occurred during the period in which the student lay claim to study financing. As an exception to this rule, a student who has incurred a study delay due to special circumstances listed in Article 3, sub. a, b, and c, can also apply for support if these circumstances occurred while taking a programme for which the student in principle is eligible for study financing, after the termination of the student's right to study financing. As an exception to the provisions under subsection b, students enrolled in a Wageningen University for which they do not yet have a degree and who cannot or could not qualify for study financing can qualify for the present regulations to the extent to which the special circumstances referred to in Article 3, sub. a, b, and c are concerned.
- c. As a second exception to the provisions under b, students enrolled in a Wageningen University programme for which they do not yet have a degree and who cannot or could not qualify for study financing or any other grant that has the possibility for extension in the event of the following special circumstances, can qualify for the present regulations to the extent the special conditions referred to in Article 3 under sub. e, f, g, h and i are concerned. Both during the period of support and during the period in which the study delay was incurred, the student must be enrolled as a student for a full-time programme and pay/have paid tuition fees to WUR.
- d. If the student is taking multiple programmes at different institutes for higher education, he/she may only lay claim to this regulation if he/she was enrolled at WUR first and has paid tuition fees to WUR. Students enrolled in an online programme are not eligible for financial assistance on the grounds of this regulation.
- e. Any student who applies for financial support on the basis of special circumstances as listed in Article 3, sub. e, f, g, h and i must have satisfied the reporting obligation as described in Article 5.
- f. The student must fulfil the agreements that have been made with the student dean in writing. These agreements are intended to prevent or limit any new study delay.
- g. In the event of a special circumstance as referred to in Article 3, under e or f, the student must actually be studying. This means that the student is capable of taking a study programme with a study load of at least 30 credits. In the event of a special circumstance as referred to in Article 3, sub. e or f that renders the student eligible for an extension of the study financing as referred to in Article 5.2b of the WSF 2000, the student must consult with the student dean to determine the most appropriate sequence or combination of support through WUR and DUO. The dean will record the agreements made about this in writing.

**Article 5 Compulsory reporting and determination of the duration of the study delay in the case of circumstances beyond one's control**

- 5.1 To be able to qualify for support due to special circumstances as listed in Article 3 under sub. e, f, g, h and i, the student must report the circumstance which may lead to a study delay to one of the student deans and show supporting documents.
- 5.2 Reporting of the special circumstances as listed in Article 3 under sub. e, f, g, h and i must take place immediately and no later than two months after the conditions that caused the study delay occurred or became known, or within two months after the occurrence of the study delay. In the event of the timely reporting of the circumstances, the study delay will be registered from the moment the study delay begins. If the student reports at a later time than the two months stipulated in this Article, the study delay will be registered starting from two months before the time of the reporting. Reporting is also essential for making the agreements listed in Article 4 under g.
- 5.3 On behalf of the Executive Board, the Student Dean's Office will determine the period of study delay in the event of circumstances beyond one's control and will confirm this to the student in writing. This is determined on the basis of several factors, including the duration and severity of the special circumstances, the educational programming, the actual incurred delay, and the time in which the delay can be made up. The study delay determined in this way, as expressed in months, is also the maximum period during which the student will qualify for financial support in connection with the concerned report.
- 5.4 Without prejudice to the other provisions in this regulation, the established duration of the study delay will give the student claim to a maximum of fourth months' compensation per academic year of the nominal study programme duration.
- 5.5 The determination of the starting point of the study delay and the duration of the actual delay as respectively referred to in Articles 5.2 and 5.3 are decisions that the student may appeal to the Examination Appeals Board within six weeks. See <http://www.wur.nl/en/Education-Programmes/Current-Students/student-charter-2016-2017.htm> > legal protection. The decision also informs the student about the possibility of filing an appeal and the deadline for doing so.

**Article 6 Application for support payment on the basis of circumstances beyond one's control or participation as a top athlete (Article 3 d, e, f, g, h and i)**

- 6.1 The application for payment of the financial support related to circumstances beyond one's control or participation as a top athlete (Article 3, sub. d, e, f, g, h, and i) must be submitted before 31 August of the academic year following the academic year in which the study delay was incurred. If the application is not submitted in time, it will not be considered.
- 6.2 The application must be submitted to SSC, along with any relevant supporting documents using the appropriate form <http://www.wur.nl/en/Education-Programmes/Student-Service-Centre/Show-SSC/Forms-Student-Service-Centre.htm> > FOS forms  
The student will be interviewed in person if desired.
- 6.3 The Student Dean's Office will make a decision about the application on behalf of the Executive Board, within a reasonable term of no longer than 8 weeks. The student will be notified of the decision by e-mail or by letter. The decision also informs the student about the possibility of filing an appeal and the deadline for doing so.

**Article 7 Amount of financial support**

- 7.1 The level of financial support per FOS month, as related to circumstances beyond one's control (Article 3, sub. e, f, g, h, and i), is equal to the monthly instalment rate 1 (as established by WUR), multiplied by the number of recognised months of study delay. The maximum duration is the duration established in accordance with Article 5.3 and no more than 24 months over the student's entire period of enrolment in one or more WUR study programmes: a maximum of 12 months in a BSc programme, a maximum of eight months in an MSc programme, and a maximum of four months for any extension year from DUO. In determining the level of the

- student's claim, the student's claim to (DUO) student financial assistance at the time that the uncontrollable circumstances occurred is decisive.
- 7.2 As an exception to the provisions of Article 7.1, the amount of financial support related to circumstances beyond one's control for students who have not been able to qualify for study financing in accordance with the WSF is equal to the amount of the WUR monthly instalment rate 1 plus the maximum supplementary grant, as determined by DUO on an annual basis. If applicable, the fees for the necessary extension of the residence permit will also be reimbursed. In addition, for the period of the number of FOS months granted, these students will pay the institutional tuition fee at the level of the statutory tuition fee. The maximum duration is the duration as established in accordance with Article 5.3, but does not exceed four months for each programme during the period in which the individual is enrolled as a student at Wageningen University.
- 7.3 The level of financial support per FOS month, in connection with administrative activities and participation as a top athlete, as referred to in Article 3, sub. a, b, c, or d for students with study financing or who could lay claim to this, is equal to the amount WUR has set as the monthly instalment rate 2.
- 7.4 The level of financial support per FOS month, in connection with administrative activities and participation as a top athlete, as referred to in Article 3, sub. a, b, c, or d for students as stipulated in Article 4b is twice the amount that WUR has set as the monthly instalment rate 2. If applicable, the fees for the necessary extension of the residence permit will also be reimbursed. In addition, for the period of the number of FOS months granted, these students will pay the institutional tuition fee at the level of the statutory tuition fee.

#### **Article 8 Payment of the financial support**

- 8.1 The support is provided as a gift.
- 8.2 Apart from exceptions in accordance with Article 9.3.3, payment will take place in one single payment, as quickly as possible after approval of the support, and at its earliest in the month immediately following the period in which the entitlement to financial support was acquired.
- 8.3 The applicant can request payment at a later date provided this is during his/her enrolment as a WUR student. This possibility is not available if payment is opted for in accordance with Article 9.3.3. (12-month grants).

#### **Article 9 Additional regulations for administrative grants**

In supplementation or as an exception to Articles 5, 6, 7 and 8, the following provisions apply to the administrative positions addressed in Article 3 under sub. a, b, and c:

- 9.1 Organisations can submit an application for administrative grants in accordance with the Additional regulations concerning administrative grants (Appendix 1). Payment to an individual board or committee member takes place in accordance with Article 9.3.1 – 9.3.4.
- 9.2.1 Organisations that wish to apply for administrative grants must submit their requests to the Executive Board before 1 April of the academic year preceding the academic year for which administrative grants are being requested. Exceptions include the Student Council, the board of the Education Institute, and the board of AID.
- 9.2.2 The Executive Board informs the applicant organisations on its decision about the provision of administrative grants no later than 1 May of the same year.
- 9.3.1 Administrative grants are approved for an organisation according to the number and description of functions as presented by the organisation as part of the most recent extensive review. Condition for the payment of the approved number of months is that all functions described are occupied by Wageningen University & Research students. Consequently, the number of granted months is reduced for 'mixed boards'. The organisation also takes care of the joint submission of individual applications for payment at the time of resignation, separately for each board or committee.
- 9.3.2 For payment of the months of administrative funding that have been awarded by the organisation to individual board or committee members, the organisation must submit an

overview of the resigning board and committee members involved to the Student Dean's Office no later than one month following the resignation of one or more board or committee members, together with the appropriate individual applications. The required formats and forms for this overview can be downloaded from the WUR website at student information > forms. Students who participate during more than one board period, apply for payment after each period and at least once per year.

- 9.3.3 Regarding 12-month grants, recipients can opt for monthly payments of the financial support during the period of the administrative activity. In this case, the individual application must be submitted at the beginning of the administrative period, accompanied by the organisation's declaration about the number of months granted to the individual according to the format referred to in 9.3.2.
- 9.3.4 Requests for reimbursement that are submitted later than one month after resigning will not be considered, unless the student or organisation can show that the request was delayed due to circumstances beyond their control.
- 9.4.1 During the entire duration of a student's enrolment in one or more programmes at WUR, he/she can qualify for a maximum total of 12 months of financial support based on administrative activities, or 16 months if a 12-month grant is involved.
- 9.4.2 As an exception to the provisions of Article 20 for students who are active in the university participation bodies (Student Council and the board of the Education Institute) it is possible to accumulate up to 20 months of administrative funding.
- 9.4.3 If during a period there is an overlap between recognised administrative activities and recognised study delay due to circumstances beyond a student's control or participation as a top athlete, the financial compensation will be adjusted to reflect this.

#### **Article 10 Participation as a top athlete**

Students who participate as top athletes (Article 3 under sub. g) can qualify for financial support of a maximum of four months for each academic year and 12 months over the entire duration of enrolment in one or more programmes at WUR. On behalf of the Executive Board, following the recommendation of the Head of the University Sports Centre, and in accordance with the criteria formulated by the NOC/NSF, the Student Dean's Office will decide the type of study delay caused by participation as a top athlete.

#### **Article 11 Transfer from or to another institution**

If a student transfers from or to another institute for higher education, the receiving institute will honour the entitlement to financial support that he/she has already been granted as much as possible, whilst this institute reserves the right to review the entitlements to support in accordance with its own regulations.

#### **Article 12 Hardship clause, anti-abuse provisions, and special measures**

- 12.1 The Executive Board authorises the Student Dean's Office to make decisions about taking special measures for the support of students enrolled at WUR in deviation from the provisions established in these regulations in the event of circumstances that could lead to paramount unfairness if a request for support based on these circumstances would be rejected. This includes special circumstances in the case of applications or payout.
- 12.2 The Executive Board may withdraw financial support or adjust it to the detriment of the person concerned if the claim was incorrectly established and the recipient of the financial support knew or should have known this, or also if he/she abuses these regulations or commits fraud.
- 12.3 In all situations not covered by these regulations, the Executive Board will make a decision on the matter after receiving a recommendation from the Student Dean's Office.

**Article 13 Appeal**

- 13.1 The individual concerned may lodge an appeal to a decision made on the basis of these regulations within six weeks of the date of the decision. The appeal should be directed to the Executive Board, attn. The Student legal Protection Desk, Legal Affairs Office, Droevendaalsesteeg 4, 6708 PB Wageningen or via email: [legalprotection.students@wur.nl](mailto:legalprotection.students@wur.nl). The procedure is described in the Student Charter > Legal protection.
- 13.2 Within six weeks after the date of the decision regarding an appeal referred to in Article 13.6, the individual concerned may then appeal against this decision to the Higher Education Appeals Tribunal, Oranjestraat 16137, 2500, P.O. Box 16137, 2500 BC, Den Haag ([www.cbho.nl](http://www.cbho.nl)).

**Article 14 Final and transitional provisions, transitional regulations for administrative grants and participation as a top athlete for 2015/2016**

- 14.1 These regulations shall replace all previous regulations on providing financial support to students. This may be cited as the 'Student Financial Support Regulations' and will come into force as of 2015 September 1 for students who lay claim to the special circumstances referred to in Article 3, sub. e, f, g, h, and i.

The regulations for special circumstances as referred to in Article 3, sub. a, b, c, and d will come into force as of 1 September 2016, regardless of whether students fall under the *cohortgarantie* (cohort guarantee).

- 14.2 WUR students who request the payment of FOS months because of recognised administrative activities performed or participation as a top athlete in the 2015/2016 academic year, and for whom the student loan structure already applied during this academic year, will receive for each FOS month the amount of their supplementary grant plus an amount equal to the DUO basic grant that applied in 2015/2016 for students under the governmental cohortgarantie.

## Appendix 1

### Additional regulations concerning administrative grants (*FOS-regeling, onderdeel bestuursmaanden*)

These additional regulations are an elaboration of Section 9 of the Wageningen University Student Financial Support Regulation (*Profiling Fund*).

Section 1 Student's conditions to be entitled

Students are entitled to financial support by means of administrative grants ('FOS months') because of:

1. their membership of certain *administrative bodies of the university, or*
2. their appointment as a board or a committee member in a *FOS-recognized organization*.

Section 2 Criteria for FOS-recognition of organizations

#### *General*

The organization referred to in Section 1, subsection 2 provides an essential contribution to the Wageningen University community and/ or to the character of Wageningen as a student town.

Not eligible for FOS months are:

- associations and foundations which engage in commercial activities or which have illegal or immoral aims (as stated in the charter of the organization) or are involved with illegal or immoral activities,
- associations and foundations that focus on students of specific countries or (Dutch) regions.

The student organizations referred to under Section 1, subsection 2 can be either *associations* or *foundations*.

*Associations* must satisfy the following conditions:

1. full legal authorisation,
  2. it's membership is open for every Wageningen University student,
  3. at least the majority of the members is enrolled as a student at Wageningen University
- and
4. at least 35 members (three-year average) must be enrolled at Wageningen University

*Foundations* must satisfy the following conditions:

1. full legal authorisation,
  2. it's activities are open for every Wageningen University student
- and
3. it can make a feasible argument that its tangible activities benefit at least 35 students who are enrolled at Wageningen University.

#### *Specific*

Organisations that received FOS months for the academic year 2013-2014 are supposed to be FOS recognized.

Section 3 Granting procedure of FOS recognized organizations, FOS review committee

1. The Executive Board grants university bodies and FOS recognized organizations, provided the organizations meet the criteria mentioned in Section 2.
2. The Executive Board may grant FOS recognized organizations with extra months for one-time activities (see Section 5).
3. The number of FOS months for organisations is decided upon by the Executive Board, based on an advice of the FOS review committee, according to the Guidelines for the division of FOS months, described in Section 6.
4. The FOS granting of an organization is for a period of two years; the Executive Board will check every year if the general criteria are still met.
5. The organisation itself yearly divides the allocated months to board and/ or committee members according to the Executive Board's indication that is available at the dean's office (x persons, y months pp, minimal 2 months per person).
6. The number of FOS months for boards or committees with members being not Wageningen University students will be decreased proportionally.



7. The FOS review committee is composed as follows: one student member on behalf of the Thymos board, one student member on behalf of the study associations\*, one student member on behalf of student associations\* and two Wageningen UR staff members).
8. The Executive Board informs the FOS-recognized organizations and university bodies about the granting (number of months) in principle before May 1<sup>st</sup> of the academic year preceding the period of granting.

\* recommended by the Student Council

#### Section 4 FOS recognition of new organizations

1. Applications of new organizations for FOS-recognition must be submitted to the Executive Board before April 1<sup>st</sup> of the academic year preceding the period of granting. The necessary information about how to apply may be obtained at the department Corporate Education, Research & Innovation (*Atlas building*).
2. The Executive Board will judge the applications, based on the advice of the FOS review committee. To that end, the FOS committee uses the criteria referred to in Section 2, taking into account aims and added value compared to already recognized organizations and the Guidelines for the division of FOS months (Section 6).

#### Section 5 One-time activities

1. Organizations granted with FOS months for their regular activities can request extra months for one-time activities which require a large, additional time investment, provided they have a positive effect on the image of Wageningen University and Wageningen as a student town (five-year anniversaries and international symposia).
2. An organization may claim max. 10 extra months over five years for one-time activities.
3. Organizations may claim the months before, or at the end of the academic year in which the activity takes place.

#### Section 6 Guidelines for the division of FOS months among FOS recognized organizations

In this section, the two categories of Wageningen University student organizations that are 'FOS recognized' are mentioned. For organizations in the first category, the number of FOS months is fixed ('forfaitair'). For organizations in the second category, the number of FOS months depends on quantitative criteria and/ or an advise of third parties.

#### Category A: organizations with a fixed number of FOS months ('forfaitair')

##### *University bodies*

Student Council	144 months (12 persons (p) * 12 months (m))
Board Education Institute	12 months (4p * 3m)
AID board	60 months (5p * 12m)

##### *Student organizations*

SWU Thymos	72 months (6p * 12m)
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SWU Thymos is the umbrella organization for student sport facilities in Wageningen. Wageningen UR supports SWU Thymos, provided they cooperate with the university's Sports Centre, Wageningen municipality and with the foundation 'Student Sport the Netherlands' in order to enhance sport and exercise for students in Wageningen. SWU Thymos is expected to organize sports events and to perform as a knowledge- and support platform for student sport associations and individual sportsmen. Thymos needs to take care of the distribution of financial support and the provision of equipment and material. Failure to live up to these criteria may result in downscaling of the number of months.

WSKOV	16 months (part time)
De Ontzetting	14 months (part time)

Wageningen UR supports the Wageningen student orchestra and choirs, provided they organize rehearsals and performances, in order to add cultural activities to Wageningen student life. Board members are expected to have responsibility for a range of instruments, for the training of its members and for events and cultural tours. Failure to live up to these criteria may result in downscaling of the number of months.

*AIIESEC, Integrand* 36 months each (part time)

Wageningen UR supports both organizations, provided they provide students' business skills training and mediate between students and business life. They are expected to bring students in contact with the labour market by organizing company fairs, exchanges as well as internships, training courses and (international) learning experiences and to take part in (inter-)national career networks. Failure to live up to these criteria may result in downscaling of the number of months.

*OtherWise, Boerengroep and RUW*

Wageningen UR supports the groups, provided they present students a view, different from the mainstream, on developments in agriculture, development cooperation, sustainability and social justice, environment, nature, landscape and land use practices in rural areas.

By organizing activities like e.g. field trips, symposia, lectures, group discussions, interactive theatre and practical training courses related to agriculture. Also to contribute to the education and student policy of the university. Failure to live up to these criteria may result in downscaling of the number of months.

The groups receive a number of FOS months as follows:

- RUW 6 months (part time)
- Boerengroep 6 months (part time)
- OtherWise 10 months (part time)

*Student Platform & Chaplaincy SP&C 'In the World'*

SP&C Committee Activities 8 months (part time)

Wageningen UR supports the SP&C Committee Activities, provided the committee organizes activities focusing on students with all kind of (philosophical) questions about meaningful living. Failure to live up to these criteria may result in downscaling of the number of months.

*Stichting Flatoverleg (SFO)* 15 months (part time)

Wageningen UR supports the SFO daily board, provided SFO represent the interests of tenants of *Idealis*. Failure to live up to these criteria may result in downscaling of the number of months.

*Happietaria* 12 months (part time)

*Happietaria*, provides a yearly, 3-weeks 'pop-up' restaurant, founded and managed by volunteers that aims to raise money for charity. *Happietaria* is an initiative of the national organization Happy Gift that since 1993 initiates *Happietaria*'s in close collaboration with student associations in various cities throughout The Netherlands. The volunteers are supposed to set up the complete restaurant with as little money as possible, including the building, the food and drinks, the decorations and the professional cooks. So as much income as possible will be for charity.

Failure to live up to these criteria may result in downscaling of the number of months.

Wageningen Environmental Platform : 4 months

Student Alliance Wageningen (SAW) : 4p \* 6 months (only 2018/2019 round)

## Category B: organizations with a number of months, depending on several criteria

### I Wageningen University Study associations (part time)

FOS months are granted provided that the Study Association is linked to one or more study programs at Wageningen University. Associations are supposed to enhance interaction between the students and interaction between students and staff connected to the study program. Via activities that are accessible for all students and staff of the study programme, including international students and staff. The Study Association is supposed to provide promotion of the study program as well as study and career related information and to organize study related activities. Failure to live up to these criteria may result in downscaling of the number of months.

Number of FOS-months, based on the average number of days per week with an activity for students\* (x) and on the nature of the activities (percentage activities concerning content, being not just 'social': 0-100% (y)). In the weighted product (z), the percentage 'activities concerning content' counts twice. Examples of activities concerning content are: network activities, education evenings, first year's students activity, study association weekend, conference, excursion, promotion of the study programme, information about internships, debate, integration activity etc.

Weighted product  $z = (x * 2y)$ :

$z < 1$	: 12 months
1 - 2	: 16 months
2 - 3	: 20 months
3 - 4	: 24 months
4 - 5	: 28 months
$z > 5$	: 32 months

\* 33 education weeks per year

### II Student associations\*

FOS months are granted provided the associations are involved in the encouraging of interaction and integration between (international) students, (public) social activities, a substantial contribution to the Annual Introduction Days program, the introduction of new members, the maintenance of an alumni network and giving their members the opportunity to further develop themselves in preparation of professional life. Failure to live up to these criteria may result in downscaling of the number of months.

Student associations are divided in two groups depending on if they are accommodated in a building which the association needs to maintain. A building at least includes a bar, a student refectory and should be open to members at least 4 days a week. The additional FOS months for associations with an 'own' building are granted based on the extra workload resulting from the extra obligations (and possibilities) a building brings.

FOS months are granted based on the number of members, being students enrolled at Wageningen University or registered as an exchange student of WU, as follows:

#### *a. Board is responsible for management and maintenance of own building (ft, pt)*

< 100	: to be discussed
100-199	: 96 months
200 - 299	: 120 months
300 +	: 144 months

#### *b. Board is not responsible for management and maintenance of own building (pt, ft)*

< 34	: 0 months
35 - 69	: 12 months
70 - 129	: 24 months
130-199	: 36 months
200 +	: 42 months

c. *International student associations(pt, ft)*

<34	: 0 months
35 - 69	: 12 months
70 - 129	: 24 months
130 - 199	: 36 months
200 +	: 42 months

\* WSV Ceres, KSV St. Franciscus Xaverius, SSR-W, JV Unitas, Nji Sri, VGSW, CSFR Dei Gratia, Navigators Studenten Wageningen and Ichthus, IXESN and ISOW

III Sports associations

a. *ARGO (ft and pt)*

FOS months are based on the combination of sports and social activities and the management of own facilities. These activities include encouraging interaction and integration between (international) students, substantial contribution to Annual Introduction Days program, holding sport events that benefit the image of the University, introduction of new members, training members as coaches and maintaining an alumni network. The facilities to be managed include a fleet of boats, a building (including a student refectory and a bar) and sporting goods. Failure to live up to these criteria may result in downscaling of the number of months.

FOS months are granted based on the number of members-being students enrolled at Wageningen University or registered as an exchange student at WU- as follows:

<150	: to be discussed
150 – 299	: 98 months
300 - 449	: 110 months
450+	: 122 months

b. *Other student sports associations (ssa's) (pt)*

The number of FOS months is related to the number of members, being students enrolled at Wageningen University or registered as an exchange student, as follows:

< 35 members (small)	: no months
35 – 79 members (medium)	: 0 – 9 months
80 members or more (big)	: 0 – 18 months

For the EB's decision about if, and how many months (new) sport associations will get, the advice of SWU Thymos will be taken into account.

## Appendix 2

### **Student Financial Support Regulations (FOS regulation) for 2019/2020: monthly instalments**

*Monthly instalment rate 1:* ‘the monthly instalment rate set by the Executive Board for special circumstances as stipulated in Article 3, sub. e, f, g, h, and i, the amount of which is listed and explained in Appendix 2’

€295.63 (monthly instalment rate of the basic study grant in September 2019), plus the amount of the supplementary grant awarded to the student by DUO, regardless of whether the *cohortgarantie* applies, plus (if applicable) the single-parent allowance, excluding both the value of the public transport (OV) chip card and loan amounts.

*Monthly instalment rate 2:* ‘the monthly instalment rate set by the Executive Board for special circumstances as stipulated in Article 3, sub. a, b, c, and d, the amount of which is listed and explained in Appendix 2’

€328 (annually indexed per September 2019 against the index percentage applied by DUO).

## **2. Extra study financing for MCS, MDR, MID, and MME students at Wageningen University, entitled to Dutch study financing**

### **Introduction**

The master programmes Applied Communication Sciences (MCS), Development and Rural Innovation (MDR), International Development Studies (MID) or Management Economics and Consumer Studies (MME) are statutory classed as one-year programmes of 60 credits according to art. 7.4a subsection 2 WHW. Students enrolled in these programmes are entitled to a performance grant based on a one year's programme from DUO only. Since the master programmes just referred to, are executed by Wageningen University in two-year's programmes with 120 credits, students enrolled in these master programmes can apply for a grant from Wageningen University for a period of no longer than 12 months as a compensation for the lacking performance grant. This is on the condition that they obtain their diploma for the relevant master programme and have been enrolled in the programme for subsequent years. Students have to obtain their diploma for the relevant study programme within ten years after their first registration for higher education with DUO.

The application must be submitted to the Student Service Centre within 6 months after the date of the relevant diploma.

## **Regulations Extra study financing for MCS, MDR, MID, and MME students at Wageningen University, entitled to Dutch study financing and performance grant**

### **Article 1 Definitions**

For the purpose of this Regulations, the following terms are defined:

- a. WHW: The Higher Education and Research Act;
- b. WSF 2000: Study Finance Act;
- c. DUO: *Dienst Uitvoering Onderwijs*;
- d. Supplementary grant: supplementary grant in accordance with article 5.1 sub a of the Study Finance Act 2000;
- e. Performance study grant: supplementary grant and one parent family-allowance as defined in article 5.1 sub a resp. sub c WSF 2000, for the purpose of these regulations excluding the student travel product, defined in article 5.1 sub b WSF 2000;
- f. WU: Wageningen University;
- g. Executive Board: Executive Board of Wageningen University;
- h. Student counsellors: the student counsellors of WU;
- i. Student: person enrolled as a full time student at Wageningen University in one of the full-time, extended MSc programmes MCS, MDR, MID or MME;; k. Academic year: the year in which the student is enrolled that begins 1 September and ends 31 August of the following year;
- j. SSC: Student Service Centre of Wageningen University;
- k. HBO: Higher Vocational Education as defined in Article 1.1d of the Higher Education and Research Act;
- l. Higher Education: higher education (universities and HBO), as defined in Article 1.1b of the Higher Education and Research Act;
- m. Student travel product (OV-card): public transportation pass as part of the performance grant.

### **Article 2 Applicability regulation**

These regulations are an elaboration of Art. 7.51a WHW and apply to students who will obtain a diploma in one of the following master programmes 'Applied Communication Science' (MCS), 'Development and Rural Innovation (MDR), 'International Development Studies' (MID), 'Management, Economics and Consumer Studies' (MME) and who are eligible for statutory tuition fee and concerning the study financing, are also eligible for Performance study grant.

### **Article 3 Aim and content of the regulation concerning extra study financing**

- a. Students who belong to the categories set out in Article 2 of these regulations will, under conditions set out in these regulations, receive WU funding for a maximum of 12 months. The application for and payment of the WU funding will take place after the diploma has been obtained.
- b. The total amount of the WU funding is calculated as the product of:
  - the number of months the student has been enrolled at WU from the end of the four year performance study grant from DUO until and including the month of the date mentioned on the diploma, with a maximum of 12 months; and
  - the monthly sum of the supplementary grant and or one parent family-allowances, excluding any loan or the value of the student travel product , to which the student was entitled in the last month he received performance study grant.
- c. The total amount, as set out in section (b), will increase at the start of each calendar year in which there is no entitlement to a WU grant by the interest rate set by DUO for the preceding year. This means that the increase will be fixed on the 1st January as from the beginning of the fifth year of study financing.

### **Article 4 Conditions regulation concerning extra study financing**

Notwithstanding the preceding articles, the following conditions for obtaining WU funding under these regulations apply:

- a. The student has received exactly four years of performance study grant from DUO. In the case of an extra year of DUO performance study grant, being awarded because of e.g. special circumstances, the student can appeal to the hardship clause of these regulations (Article 8).
- b. In his fifth year of funding the student is younger than 30 years. If the student is older than thirty years of age, the student can appeal to the hardship clause of these regulations (Article 8).
- c. The student must have obtained the diploma of a study programme named in article 2.
- d. If the student is enrolled in more than one master programme at a time, he can only apply for WU funding on the grounds of these regulations if his enrolment for the WU master programme as specified in article 2, is his first enrolment.
- e. The student applies for the WU funding on the grounds of these regulations within six months after the date of the diploma.

### **Article 5 Application Procedure**

- a. The student applies for the WU funding using the application form which is available on internet (> student information). The student submits a copy of the diploma with the application form.
- b. Together with his application form the student also submits a copy of the notification from DUO in which the awarded amounts of Performance study grant are shown concerning the final month of performance study grant the student received.

### **Article 6 Relationship with the Student Financial Support Regulations (FOS) (Profiling Fund)**

Study delay due to circumstances beyond the student's control can still be registered during the period of the foreseen WU funding on the basis of these regulations under the terms of the Student Financial Support Regulations (FOS).

### **Article 7 Decisions, Hardship Clause, misuse**

- a. The student counsellors are authorized to decide on applications on behalf of the Executive Board. Also, the student counsellors are s authorized to determine on behalf of the Executive Board whether provisions will be made to support students who fail to meet the terms laid down in these regulations in the case of demonstrable unfairness.

- b. The Executive Board may withdraw financial support or adjust it to the detriment of the person concerned if the claim was incorrectly established and the recipient of the financial support knew or should have known this, or also if he/she abuses these regulations or commits fraud.
- c. In all cases not covered by these regulations, the Executive Board will decide after hearing the recommendation of the student counsellors.

**Article 8            Appeal**

- a. Appeals can be lodged concerning any decision made on the basis of these regulations within six weeks after the decision. Appeals should be addressed to the Executive Board, attn. The Student Legal Protection Desk, Legal Affairs Office, Droevendaalsesteeg 4, 6708 PB Wageningen.
- b. Against decisions based on the appeals described in section (a) above, appeals can be lodged within six weeks. Appeals should be addressed to the Board of Appeals in Higher Education (CBHO), Oranjestraat 15, P.O. Box 16137, 2500 BC Den Haag ([www.cbho.nl](http://www.cbho.nl)).

**Article 9            Final provisions**

- a. These regulations have been revised due to the changes in WSF 2000, and the changed regulations have been adopted by the Executive Board on ... after getting approval of the Student Council.
- b. These regulations apply as from the academic year 2015-2016 for all students without study financing cohort guarantee for their master programme. For students with study financing cohort guarantee, the former regulations published in the Student Charter 2014-2015 apply.

**Information and Advice**

Students can turn to the student counsellors (SSC) with any questions concerning these regulations and how these apply to their particular situation.



### **3. Wageningen University Fellowship Programme: Financial support facility for non-EER students**

#### **Definitions**

1. Profiling Fund (*Profileringfondsen*): Fund to arrange for specific financial support to students as described in article 7.51 of the Higher Education and Research Act as amended by the so called Wet Versterking Besturing (Staatsblad 2010, 119)
2. WHW: Higher Education and Research Act (Staatsblad 2000, nr. 11 and its successive amendments)
3. Non-EER students: students with a nationality of countries other than member countries of the EU or Iceland, Norway, Liechtenstein, Switzerland and Surinam.
4. Tuition fee: institutional tuition fee as described and settled every year in the 'Price Policy' by the Executive Board

#### **A. General**

The Wageningen University Fellowship Programme (WUFP) has been established by the Executive Board in conformity with the 'Wet Versterking Besturing', art. 7.51 concerning the introduction of a Profiling Fund (*Profileringfondsen*) at Wageningen University.

The WUFP is part of the Profiling Fund of WU and therefore subject to the legal conditions and regulations concerning this Profiling Fund.

The 'Regulations and procedures concerning the WUFP' are established based on art. 7.51, par. 3 and 4 of the WHW and therefore will contain at least rules about start, duration and amount of the financial support .

Every year the Executive Board will determine the budget available for the WUFP. According to art. 2.8 of the WHW, determining the budget is the sole responsibility of the Executive Board. The Student Council has advisory right to this decision.

These 'Regulations' and the policy regarding the Profiling Fund are subject to approval by the Student Council (art. 29 subsection 1 sub c SC Regulations)

#### **B. Objectives**

The WUFP supports the strategy of Wageningen University to attract talented international students from non-EER countries by offering them financial support by means of waiving some or all of the tuition fees.

The WUFP supports the internationalization strategy of Wageningen UR as described in the Strategic Plan and in other internationalization policy documents of Wageningen UR.

#### **C. Budget and budget categories**

The overall budget available for the WUFP will be established by the Executive Board annually and included in the institutional annual budget. The budget will be allocated as a separate budget of the Profiling Fund of Wageningen University. In order to meet the objectives mentioned under B, the following categories will be distinguished:

1. Granting full or partial tuition fee waivers to excellent students from priority countries.
  - a. Top talent students coming from high ranked institutions<sup>1</sup> with a ranking comparable to or higher than WU.
  - b. Selected students from (developing) countries in Africa, Asia and Latin America in combination with co-financing from other donor organizations.
2. Fee arrangements or discounts tailor-made for selected students or programmes
  - a. Selected students graduated at a preferred partner institution of WU.
  - b. Compensation for loss of tuition fee, due to participation in programmes that do not offer full tuition fee coverage but are strategically important to WU (e.g. certain Erasmus Mundus programmes).
  - c. Discount to participants in selected donor programmes

#### **D. Conditions for financial support**

The WUFP provides financial support to students who do not fulfill the nationality principle as described in art. 7.45 of the WHW, first paragraph, sub c and who are not entitled to Dutch study financing and have to pay the institutional tuition fee. In general this applies to Non-EER students.

The WUFP will only offer financial support to prospective Non-EER students enrolled in one of the accredited Master of Science programmes of WU of which they did not receive a diploma yet and who have not been enrolled in another MSc programme at WU before.

Financial support will be offered by means of waivers only. There will be no payment of a scholarship from Wageningen University. The WUFP support in all cases will be a full or partial waiver to cover some of the tuition fee of an accredited MSc programme at WU for the duration of the studies of the student with a maximum of two subsequent academic years.

For category 1 students (see C.) financial support will be given based on admission of individuals. For category 2 students (see C.) financial support will be given in conformity with the specific arrangements made by the Executive Board.

#### **E. Selection criteria**

In general WUFP waivers will only be granted to talented students within the different categories as mentioned under C. Selection criteria are:

*Selection criteria based on individual quality aspects:*

- Education record (main indicator: GPA > 85%)
- Specific talents: publications, social abilities and experience, work experience
- Motivation for study at WU

*Selection criteria based on strategic aspects:*

- Nationality of priority country (see annex)
- Relation with preferred partner institution
- Coming from high ranked institute (rankings include: THES, Shanghai and specific domain rankings)
- Relation with strategic themes of WU strategic plan
- Perspectives and interest for future PhD study at WU
- Perspectives for contribution to sustainable development and Millennium Development Goals
- Perspectives to get strategic position after graduation (WU 'ambassador')
- Diversification of nationalities

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<sup>1</sup> World university rankings in the domains of Wageningen UR and general rankings such as Times Higher Education World Universities Rankings or Shanghai Jiao Tong Academic Ranking of World Universities

**In comparison, standard admission requirements for MSc students:**

<http://www.wageningenur.nl/en/Education-Programmes/Student-Service-Centre/Show-SSC/Admission-MSc.htm>

- **a BSc degree (or equivalent) in a field of science relevant to your selected programme**
- **a Grade Point Average (GPA) for this BSc of at least 70% of the maximum grade (please see the WU international credentials evaluation guidelines for specific requirements)**
- **fluency in English, both written and spoken**
- **good skills in mathematics and/or statistics**
- **basic computer skills**

**F. Application and selection procedure**

WUFP does not accept applications directly from students. The MSc programme directors are responsible for identifying and nominating the best candidates from the admitted students.

The Executive Board decides about the waivers, based on an advice prepared by a Selection Committee to be appointed by the Executive Board.

Candidates are assessed by the MSc Admission Committees and MSc programme directors of WU, based on the WUFP selection criteria (see E.).

After this first assessment of the candidates, the Selection Committee will formulate an advice regarding the distribution and the size of the tuition fee waivers.

The selected applicants will be informed about the result by the secretariat of the Selection Committee.

Selected applicants will have to send a confirmation that they accept the waiver under the conditions stated in the tuition fee waiver contract and have to sign this contract upon arrival.

Management and administration of the WUFP will be the responsibility of the ER&I Staff Director. The ER&I Staff Director will appoint the secretary of the selection committee.

**G. Amount of waivers**

The size of the waiver depends on the category as mentioned under C.

Category 1: the student will receive a partial or full tuition fee waiver for the duration of the study of the applicant with a maximum of two consecutive academic years.

Category 2: the student will receive a waiver or a discount in accordance with the specific agreement made with the partner institution(s) or in case of a selected (EU) programme, the allocated tuition fee will be used to compensate loss of tuition fee internally/ at central level, incurred by participation in certain (EU) programmes.

The waiver will be granted on the condition that the student is registered as a full time student at WU and actually has started the study programme in Wageningen and fulfills all other requirements for studying at Wageningen University including all requirements of the necessary visa.

In case a student does not fulfill his/ her financial obligations, no longer meets the nationality requirement as set in definitions (3), accepts another full scholarship, does not register or does not show up in time, or in case a student has insufficient study progress, the Executive Board has the right to withdraw or amend the waiver.

## **H. Objection and appeal procedures**

The student may lodge an objection to a decision made on the basis of these regulations with the Executive Board, within six weeks of the date of the decision. The objection should be directed to the Executive Board, attn. the Student Legal Protection Desk, Droevendaalsesteeg 4, 6708 PB Wageningen or sent by e-mail directed to the Executive Board and sent to [legalprotection.students@wur.nl](mailto:legalprotection.students@wur.nl).

Within six weeks after the date of the decision regarding an objection referred to in the paragraph before, the student concerned may appeal against the decision to the Board of Appeals in Higher Education, Lange Voorhout, P.O. Box 636, 2501 CP Den Haag ([www.cbho.nl](http://www.cbho.nl)).

## **I. Duration of the regulations**

These regulations apply for as long as no amendments are made and agreed upon. Any adaptation or change of these regulations are subject to approval by the Student Council.

### **Annex 1 Priority countries for WU Fellowship Program 2014/2015**

#### **Europe non EU:**

Russia  
Turkey

#### **North America**

Canada  
United States

#### **South America**

Brasil  
Chile  
Argentina  
Colombia  
Mexico  
Ecuador

#### **Asia**

India  
Indonesia  
Vietnam  
South Korea  
Malaysia  
Thailand

#### **Africa**

Ethiopia  
Ghana  
Kenya  
Tanzania  
Nigeria  
Mali  
Mozambique

#### **4. Social Emergency Fund**

The Social Emergency Fund (*Sociaal Noodfonds*) of Wageningen University has the aim of helping students in urgent financial need. To qualify for funding, there must be a situation of urgent, unforeseen, non-structural financial need that is not caused by the student involved. In principle, an interest-free loan is provided. Sometimes the funding is provided as a grant. The Social Emergency Fund Board makes this decision. Students who think they qualify for assistance from the Social Emergency Fund should contact the student counsellors.