



Factsheet 2018-2019

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Faculty of Arts	Mobility Office
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Placement coordinator	Maria Jager stages.let@rug.nl
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Website	www.rug.nl/let/mobilityoffice
Central Admissions Office Bachelor/Master degree applications	+31 (0)50 363 8976 admission@rug.nl



**The Faculty of Arts includes the following departments:
 Programme**

Coordinator

e-mail

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





Academic year 2018-2019		
	Semester 1	Semester 2
Introduction week exchange students	<p>Introduction week for exchange students: Monday 27/08/2018 – Friday 31/08/2018</p> <p>Check-in @ Mobility Office and final course registration office hours</p> <p>Faculty Introduction for all international students</p> <p>Academic Skills Lecture (attendance mandatory)</p> <p>RUG Welcoming Ceremony, for all international students RUG Welcoming event for non-EU students</p> <p>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 (www.esn-groningen.nl); international students can also take part in the general introduction week in August, the 'KEI-week' (http://stichting.keiweek.nl/)</p>	<p>Introduction week for exchange students: Monday 28/01/2019 – Friday 01/02/2019</p> <p>Check-in @ Mobility Office and final course registration office hours</p> <p>Faculty Introduction for all international students</p> <p>Academic Skills Lecture (attendance mandatory)</p> <p>RUG Welcoming Ceremony, for all international students RUG Welcoming event for non-EU students</p> <p>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 (www.esn-groningen.nl)</p>
Semester dates	Monday 03/09/2018 – Friday 01/02/2019	Monday 04/02/2019 – Friday 12/07/2019
Holidays	Christmas vacation: 22/12/2018 - 06/01/2019	Good Friday: 19 April 2019 Easter: 21 & 22 April 2019 Birthday of the King: Saturday 27 April 2019 Liberation Day: Sunday 5 May 2019 Ascension Thursday: 30 May 2019 Whitsun: 9 & 10 June 2019
Note: students are expected to be present during the first week of classes (3 September 2018)		
Note: Exam periods are fixed and it is not possible to change exam dates		
Note: Professors might continue teaching until Friday December 21		



Requirements for exchange students

Level of studies	Students should at least be in their second year of study and/or have a minimum of 60 ECTS or the equivalent
Language requirements (English)	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: http://www.rug.nl/let/organization/diensten-en-voorzieningen/mobility-office/incoming/exchange-students/who-can-apply
Language requirements (other languages)	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

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



Exchange application procedure

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



Transcript of records

What?	As of the academic year 2018-2019, we will only send out digital transcripts.
When?	The transcript will be made within 6 weeks after the final exam date.
Where?	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.
Other options	If your institution does require the paper transcript, please inform us after you have received the digital copy.

Student Housing

Important information	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.
General information city of Groningen	https://www.athomeingroningen.com
Recommended organization	SSH 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.
Other options	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">* Make sure to do this through official websites or companies that can be traced;* Do not go to a viewing alone;* Do not pay anything before having everything in writing;* Always ask for a payment receipt;* 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;* Avoid identity theft: never send a passport copy to strangers.