



Universiteit Leiden
The Netherlands

LEIDEN INFORMATION SHEET 2012-2013

INSTITUTION

Name	Leiden University
Website	www.leidenuniv.nl (Dutch) www.leiden.edu (English)

CONTACT

Name	Student and Educational Affairs (SEA)
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	Grace Innemee, International Programmes Officer, Admissions Office: g.e.innemee@sea.leidenuniv.nl – Admission information about specific applications Mai Berry Dahl, International Relations Officer, International Relations and Scholarships: m.b.dahl@sea.leidenuniv.nl – Programme information and agreement enquiries

APPLICATION

Deadlines	Fall Semester + Full Year:	1 April
	Spring Semester:	15 October
Admission requirements	A GPA of 3.2 out of 4.0 and at least two years of prior academic study.	
Language requirements	IELTS Academic test: at least 6.5 TOEFL test: 570 (paper-based test), 230 (computer-based test) or 88 (internet-based test) We do not accept institutional TOEFL tests. A few individual courses may require a higher test score.	
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 faculties for evaluation. A student must be admitted to several specific courses before an offer of admission can be extended. We recommend that students not book flights or make other travel plans before receiving their offer of admission. http://prospectivestudents.leiden.edu/programmes/study-abroad/application/application.html	



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PRACTICAL

Website for non-degree students	http://www.prospectivestudents.leiden.edu/programmes/study-abroad/
Accommodation	Due to the large demand for student housing at Leiden University, space is limited. For the best chance of securing housing through the university, students should ensure they pay the housing deposit prior to the housing deadline of June 1 st for the Fall semester and November 15 th for the Spring semester, even if they have not yet been admitted to the programme. In the unfortunate case students are not admitted, the deposit will be refunded. http://www.studenthousing.leiden.edu/
Visa and residence permits	Citizens of the EU do not require a residence permit to study at Leiden University. Students with non-EU nationality must have a residence permit, and in many cases, an entry visa as well. Once a student has been admitted to an exchange period at Leiden University, the Admissions Office will work with the student to apply on their behalf. Students should note that there is a fee of €600 for visas/permits. http://www.prospectivestudents.leiden.edu/practical-info/visa/ .
Insurance	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. http://prospectivestudents.leiden.edu/practical-info/insurance/insurance.html
Estimated living expenses	On average, at least €800 – 950 per month http://students.leiden.edu/your-study/finances/study-living-costs.html
Arrival	There is a train that runs directly from Schiphol Airport to Leiden Central station (about 20 minutes travel time). On arrival in Leiden, students should report to the Visitor Centre directly across from Leiden Central Station.
International Student Network (ISN)	International student group, organizes events and opportunities to contact Dutch and other international students for questions and to make friends. To find out more about the International Student Network, go to their facebook page (search for “ISN Leiden”).
International Student Adviser	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. http://www.students.leiden.edu/your-study/guidance/practical-advice/practical-advice.html
International Student Counsellor	Our International Student Counsellor, Mrs. O’Connor, is a native English speaker. She offers various workshops as well as private counselling sessions. http://students.leiden.edu/your-study/guidance/coaching/counselling-international-students.html
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



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ACADEMIC

Academic calendar	http://www.students.leiden.edu/your-study/study-facilities/academic-calendar.html	
Recommended arrival dates	1st semester:	Thursday 16 August 2012
	2nd semester:	Wednesday 16 January 2013
Semester dates	1st semester, from / to:	3 September 2012 – 1 February 2013 (exams: late Dec & Jan)
	2nd semester, from / to:	4 February – 28 June 2013 (exams: May & June)
Introduction Programme (Orientation)	1st semester:	30-31 August 2012
	2nd semester:	31 January - 1 February 2013
Acculturation weeks	Dates TBA; about 10 days in the second half of August. This programme has room for 50-125 students and offers an in-depth introduction to Dutch academic life. There is a fee associated with the Acculturation weeks; in 2011 this was €200.	
Courses available to non-degree students	Please see our E-prospectus http://www.prospectivestudents.leiden.edu/programmes/study-abroad/courses-exchange-programme/courses-in-english.html .	
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 program courses. Our Academic Language Centre offers language courses for a fee. http://hum.leiden.edu/languagecentre/	
Course registration	Preliminary course registration occurs at the time of admission to the exchange program. Finalizing registration occurs prior to the start of the semester. The process for confirming registration differs per faculty; students are advised to attend the International Student Introduction Programme for further instructions. 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. http://prospectivestudents.leiden.edu/programmes/study-abroad/courses/contact.html	
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 mid-August Please note that this is an indication only, unfortunately we are unable to give a guarantee with respect to transcript issuance dates.	