WELCOME TO HU UNIVERSITY OF APPLIED SCIENCES UTRECHT
Preparing for your stay
Welcome to HU University of Applied Sciences Utrecht. Are you ready to start your international adventure? Let’s make sure you get off to a flying start.

Your journey started with the first step: applying for the study programme of your choice. After that, you’re on your way! Are you already feeling those pre-arrival jitters? Now you can start to prepare your stay in the Netherlands. Is your head spinning with all the things you have to arrange?

No worries, we’ve got your back. There are a number of things you can check off before you even arrive. Think of housing, visa and finishing your enrolment. We have collected all the information to make this part of your journey go as smoothly as possible. That way, you can board the train, plane or car knowing everything’s all set.

Once you’ve arrived, you’ll have to do a number of things to help you get settled. Amongst them are some must do’s, like registering with the municipality. And some should do’s, such as opening a Dutch bank account so you can easily pay for things. How to do this? Just browse this document for quick and easy directives.

Last but not least – all official things aside – we have a lot of tips for your day-to-day life in the Netherlands. Such as, how will you get around cheaply to discover our beautiful country? And what will you do in your spare time? Studying abroad requires a lot of arranging, but it is also a once in a lifetime experience you will never forget!

Do you still have questions after all this? Don’t hesitate to contact us by phone (+31) (0)88 481 81 81 or email stip@hu.nl. We will gladly help you along.
You’ve made the decision to study at HU. Preparing your stay thoroughly will make for a soft landing.

**Language Test**

If you are not a native speaker of English, you must provide proof that you meet our English language proficiency requirements. You can do this by passing an official internationally recognised language test.

Some students from EEA-countries are granted an exemption based on their foreign diploma. Visit our website and read all about which language tests are recognised. For more specific information on the immigration process and requirements of your peremptory permit, please keep in mind that applying for a (financial) document, download our handy immigration guides.

**Scholarships**

HU offers 11 Holland Scholarships for international bachelor’s degree students from outside the European Economic Area (EEA). The scholarship amounts to €5,000. You will receive this in the first year of your studies only. Recipients are selected based on their academic record, their motivation letter, and their institutional diversity. The application deadline for the Holland Scholarship is 1 June.

Visit our website to read about our Scholarships, their criteria and when and how to apply.

**DUO Grant or Student Finance**

The majority of Dutch students are entitled to student finance (studiefinanciering) from DUO. DUO grants are selected based on their academic record, their motivation letter, and projected classroom diversity. The application deadline for the DUO grant is 1 June.

Visit our website to read about our DUO Grant or Student Finance, their criteria and when and how to apply.

**Housing**

Of course, you need somewhere to live during your studies at HU. Student housing is in limited supply, and therefore, finding a place to live can be a real challenge. So start looking for a place to live as soon as possible.

We have an agreement with SSH Short Stay and XIOR, two local housing corporations that rent out temporary furnished housing to international students. As accommodation is very limited, we can only provide this if you require a Dutch residence permit for study or when you’ve applied via one of our agents. The rooms are usually fully booked within a number of days. Therefore, we advise you to apply before 1 June.

Are you from the EEA? Unfortunately, you can’t apply for housing via XIOR or SSH. However, there are a number of local agencies and websites that offer rooms to rent. We have collected some useful links to help you get started with your search.

For more information about housing in Utrecht, visit our website.

**Complete Enrolment**

After we have successfully evaluated your diploma documents, you meet our language requirements and your application visa or residence permit has been approved by the IND, you can complete your enrolment. Finish your enrolment by arranging the payment of tuition fees, which is usually the last step in this process. You will receive more information about arranging the payment in the middle of June.

Wondering what the amount of your tuition fee will be? To start, we have two types of tuition fees in the Netherlands: the statutory tuition fee, which is set annually by the Dutch government, and the institutional tuition fee, which is set annually by the universities themselves. A number of conditions determine which one you will pay. Use our tuition fee calculator to find out the amount of your tuition fees.

Read more about the tuition fees and the payment.

**Healthcare Insurance**

Under Dutch law, you are obligated to have basic health insurance during your stay here. It is your responsibility to ensure that you have sufficient coverage. If you are uninsured or underinsured, you can be fined. You are free to choose your own health insurance policy.
If you’re a non-EU/EEA or Swiss national, you may use a health insurance policy depending on your current situation and however there are certain requirements allowing you to arrange a Dutch basic insurance. A healthcare policy from your own country won’t suffice in this case. Dutch health insurance can cost up to € 150 a month, although in most cases you will be able to reclaim part of the fee back.

Health insurance cover is very important and the Dutch requirements can be quite complicated. The website of Study in Holland explains the various conditions and possibilities clearly. Or visit our Insurance page for a quick overview.

LIABILITY INSURANCE
We strongly recommend taking out a liability insurance, which covers the cost of accidentally damaging someone else’s property. The costs of such a claim can be quite high and yet the premiums for a liability insurance are just a few euros per month. It is certainly worth making sure that you are covered!

After months of preparation and packing your bags, you finally set foot on Dutch soil. What will your next step be?

TRAVELING FROM SCHIPHOL AIRPORT TO UTRECHT
Chances are your plane will land on Schiphol Airport (AMS). The easiest way to travel from Schiphol Airport to Utrecht is by train. This takes approximately 30 minutes, and trains depart every 15 minutes. Simply follow the signs that say TRAINS at Schiphol Airport.

Don’t forget to buy a ticket first! Train tickets are available at the yellow ticket machines near the platforms on Schiphol Plaza or from the ticket offices. Pay close attention to what kind of ticket you buy. Some tickets require you to check-in before boarding the train. You simply hold the ticket to the card reader of a check-in pole or gate, and you will hear a beep.

The city of Utrecht is conveniently located in the centre of the country, so alternative travel options are by car or bus.

For travel advice and departure timetables, you can also check the website of the Dutch National Railway (NO).

TRAVEL WITHIN UTRECHT
After arriving at Utrecht Central Station, you can take a bus, a taxi or a tram to your new home! Visit https://9292.nl/en to see the timetables for buses and trams in Utrecht. There are also direct buses and trams to Utrecht Science Park.

You can buy a disposable ticket by credit or debit card in the bus or tram.

PUBLIC TRANSPORTATION
Once you start to settle in Utrecht, you’ll want to make your way around town somewhat freely. If you’re eligible for student finance, you can use the student travel product to travel with public transport in the Netherlands. This allows you to travel by Dutch public transport for free or at a reduced rate. You can choose between a weeklyday product or a weekend product, depending on when you wish to travel for free.

Most international students are not able to request the student travel product, but there are some interesting alternatives to reduce your traveling costs.

The Student Mobility Card is a custom-made mobility card for international students. You can use one card for all Dutch transport and you get a 15% discount during weekends and weekday off-peak hours. To apply, go to: www.studentmobility.nl.

Another option is purchasing a personal OV-chip card and look for subscriptions that offer discounts for trains or buses. An OV-chip card is a plastic card similar to a debit or credit card, that you can charge with credit. You can choose to link this card with an account to automatically recharge through your bank account, so you’ll always have sufficient credit to check in.

For a suitable subscription on train travel, check the products of the NS (Dutch railways). For instance, 40% off during off-peak hours. It is also possible to get a subscription with U-OV, the provider of buses and trams in Utrecht. Their Customer Service (telephone number 0900- 525 2241)
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is happy to help you in English. You can also visit their U-OV Service Stores at Utrecht Central Station for more information.

You can also use an anonymous or disposable OV-chip card. Anonymous cards can be obtained at railway stations, at the supermarket and tobacco shops. Please note that you can only arrange subscriptions or discounts with a personal card!

REGISTRATION MUNICIPALITY
If you want to live in the Netherlands for more than 4 months in the next half year, you need to make an appointment for your registration with the municipality within 5 days after your arrival. Make your appointment at the City of Utrecht by filing in their online appointment tool.

Make sure you bring the following documents, when you go to your appointment at city hall:
- A valid document of identity
- Original documents from abroad of yourself, such as certificates of birth.

Read more about the registration procedures.

BSN NUMBER
You need to apply for a BSN number as soon as you arrive, when relocating to the Netherlands and staying for longer than four months. A BSN number is a citizen service number which has a unique personal registration number held by every citizen in the Netherlands. You will receive your BSN number when you register at the municipality.

A BSN is the first step towards opening a Dutch bank account. You can ask any bank if they offer special student accounts and what is needed to open one. If you are not eligible for a student account, you will have to open a regular account, for which you will have to pay a small monthly or quarterly fee. In most cases, students can book a liability insurance at a reduced price within a ‘student package’ account. Be sure to check the options at your bank.

RESIDENCE PERMIT
Once you’re in the Netherlands, you need to pick up your Dutch residence permit for study. The International Office plans a day when you can pick up your residence permit at the Utrecht Science Park. This will most likely be organised in the beginning of October. You will receive an email once the date is set with more information about the procedure, and what documents you need to bring with you. If your residence permit is not yet available at this date, you will have to pick up your residence permit at the ING Office in Zwolle. If this is the case, you will receive all information about the pick-up in due time.

DUTCH BANK ACCOUNT
If you stay in the Netherlands for a longer period, it is useful to open a Dutch bank account. You can ask any bank if they offer special student accounts and what is needed to open one. If you are not eligible for a student account, you will have to open a regular account, for which you will have to pay a small monthly or quarterly fee. In most cases, students can book a liability insurance at a reduced price within a ‘student package’ account. Be sure to check the options at your bank.

So, if you are not feeling well or have complaints you must first go and see your GP. That is why we strongly advise you to register at a GP as soon as possible after your arrival. Find out if you can register at the GPs at the HU Campus.

Medical care
The general practitioner (GP) has a central role in the Dutch healthcare system. For many newcomers the single most important difference between medical practice in the Netherlands and other countries is the predominant role of the GP. Your GP is the key to the Dutch world of medicine. The GP treats patients for basic problems and can answer most of your general health questions. Please note that for minor issues (such as the flu, a urinary tract infection, an earache) you must go to your GP and not the emergency room! Your insurance may not cover an emergency room visit unless it is a true emergency or you have been referred by your own GP.

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You need to apply for a BSN number as soon as you arrive, when relocating to the Netherlands and staying for longer than four months. A BSN number is a citizen service number which has a unique personal registration number held by every citizen in the Netherlands. You will receive your BSN number when you register at the municipality.

If you want to open a Dutch bank account, you will need:
- your passport (or national ID card of an EU/EEA country)
- your lease or rental agreement
- your student card (or other proof of registration at the HU)

Banks sometimes request students’ Burgerservicenummer (BSN). That is the Citizen Service Number, which you will receive automatically after registering at the municipality.

Read all about opening a Dutch bank account.

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Or read more about finding a GP care in general and finding a practice in your neighborhood.

Need help or guidance during your studies?
When you are in need of guidance, advice or you want to have information on studying with a disability, the HU can help you in various ways. You can make appointments with student counsellors, student psychologists or attend training sessions. Please check out the HU Helpdesk for all the services and facilities we provide. There’s more than you may think!

In addition, you can always go to your Student Information Point (STIP) counter or contact us via phone (+31 88 481 8181) or email STIP@hu.nl with any questions you may have.

UIT WEEK
What’s the best way to get to know Utrecht? Join the general city introduction week for all prospective students during the Utrecht Introduction Time, UIT in short. The UIT takes place in August and is the best way to start your period in Utrecht.

During UIT, you will get to know your fellow students, the higher education institutions, the student associations and of course the city of Utrecht itself. The UIT is five days of fun, music, culture, party, sports and much more!

Read all about UIT and get your tickets.

INTRODUCTION DMY(3) AND BUDDY PROGRAMME
In September, HU organises introduction days for new international students. This introduction programme will help you find your way around HU and make sure you are ready to start your studies. You will receive an invitation and additional information from the International Office a few weeks beforehand, so you know what to expect.

And then, after you have started your studies you can enter the buddy programme. You’ll be teamed up with a senior student from your programme for the first semester of your studies. You will most regularly to get to know the city of Utrecht, find your way around HU,
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It is important to seek relaxation outside of your studies. This will help you to blow off steam, gain energy and meet people. Practicing a sport or joining a workshop or a course are very good examples. For students there are some interesting options.

- **Olympassos Centre** offers a wide and varied range of sports and welcomes all HU students, offering a 50% discount on many activities.
- The sporting centre is located right next to campus, so you’re there in minutes after a hard day of studying.
- **Parnassos Centre** provides courses and workshops in every field of the arts, including dance, theatre, music, film, creative writing and photography. Get your creativity on in the city centre of Utrecht.

**Work in NL**

Students are allowed to have a side job in the Netherlands. Many international students plan to work part-time alongside their studies. Keep in mind, that you may not find a job straight away. If you decide that you would like to find a job, there are certain regulations that you need to be aware of:

- **Students with a Dutch residence permit for Study** are only allowed to work for 16 hours a week, and full-time during the summer months (June, July, August). Your employer must arrange a work permit (TWV) for any form of part-time work other than an internship or work placement. A TWV is not required when you are performing work under a formal contract between the employer and the HU as part of your study programme at HU. Your employer may need a declaration from us confirming the restrictions on your working hours. You can request this by sending an email to stip@hu.nl.
- As soon as you are employed to do paid work in the Netherlands, you have to take out Dutch basic health insurance. As a non-EU student, your AON insurance is no longer sufficient once you start working. We recommend you to look for health insurance as soon as possible once this applies to you, as you can expect fines if you do not arrange the insurance in time.

**Discovering the Campus**

Studying at HU means you get to enjoy all the benefits and facilities of our campus: Utrecht Science Park (USP), a veritable miniature city on the outskirts of Utrecht. At the campus you will find the universities’ buildings, libraries, student accommodation, restaurants and cafes, a sports centre, the university hospital and various shops. It also enjoys excellent transport links to Utrecht and beyond.

Read more about the campus on our website and check out the interactive map.

**Learning Dutch**

Luckily, almost everyone in the Netherlands speaks English. This often makes it less important for foreigners to learn Dutch. A whole new world opens when you understand and speak a little bit of Dutch. People will appreciate your effort, and making friends and contacts will be way easier. So if you wish to be part of Dutch conversations, start learning some basic Dutch at duolingo.com.

**Contact**

Do you still have questions after all this?
Don’t hesitate to contact us by phone (+31) (0)88 481 81 81 or email stip@hu.nl. Or you can visit the STIP Desk at Padualaan 101 during the opening hours: Monday until Thursday from 9am until 5.30pm and Friday from 9am until 4.30pm.

We will gladly help you along.

**Immigration Rights and Obligations**

If you are studying at HU with a Dutch residence permit for Study, the HU and the student both have rights and obligations. Please make sure to read the conditions on the Dutch Immigration website carefully, and keep track of your rights and obligations during your studies.

Please note that we require the following from you:

- You must inform the HU Immigration unit if you have changed your type of residence.
- You are expected to inform the HU Immigration unit if you wish to stop your study.
- You must be registered in a Dutch municipality.
- You may not work more than 16 hours a week (or full-time only during the summer months June, July and August). Your employer must arrange a working permit for you and you need to have a Dutch basic health insurance policy.
- You must have a positive study progress (50% of the yearly ECTS) and access to sufficient finances each year. The HU immigration unit is obliged to advise the Dutch immigration if this is not the case.
COLOPHON

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