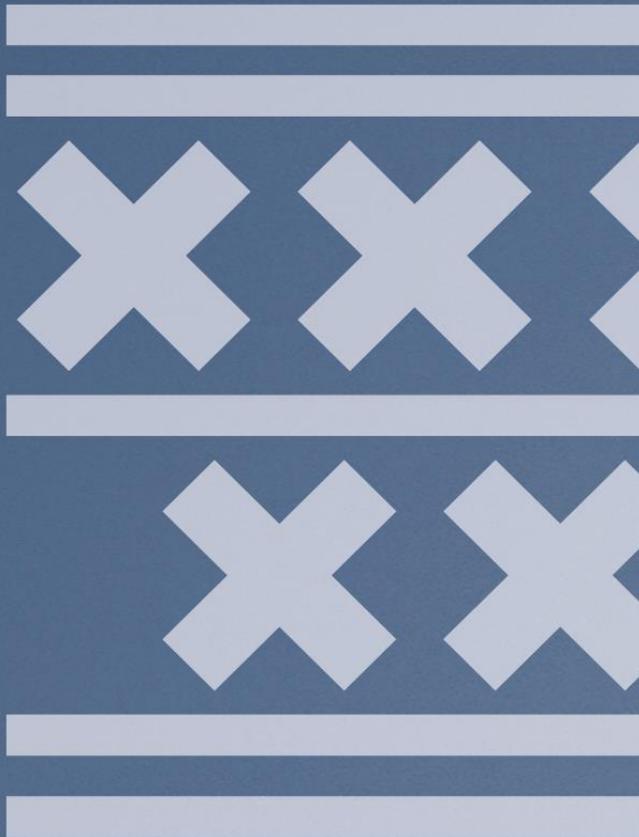


BEFORE ARRIVAL

BSCBA EXCHANGE PROGRAM - FALL 2019



LEADERSHIP,
ENTREPRENEURSHIP,
STEWARDSHIP

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1. Introduction

By studying abroad you will gain international experience that you will benefit from throughout your lifetime, in more ways than you could imagine. You will not only build a strong network of contacts from all over the world, you will also get to know what it's like to live and study in an environment that is different from your own.

[Nyenrode Business Universiteit](#) is the number one place to get a full Dutch experience on a beautiful 60 hectares estate with a 13th century castle, which is unique even for Dutch standards. You will be part of the only private research university in the Netherlands. At Nyenrode Business Universiteit you will get the opportunity to study at a university that stands for creating well known business leaders. During the exchange curriculum you will take part in theoretical and practical courses, whilst living and enjoying [student life](#) on campus.

This document helps you to prepare and answer the most important questions you might have about life at Nyenrode. You will receive more information about what you need to know prior to your arrival. During your first days at Nyenrode, you will have an introduction in which you will receive more detailed information on the program, the estate, etc. etc.

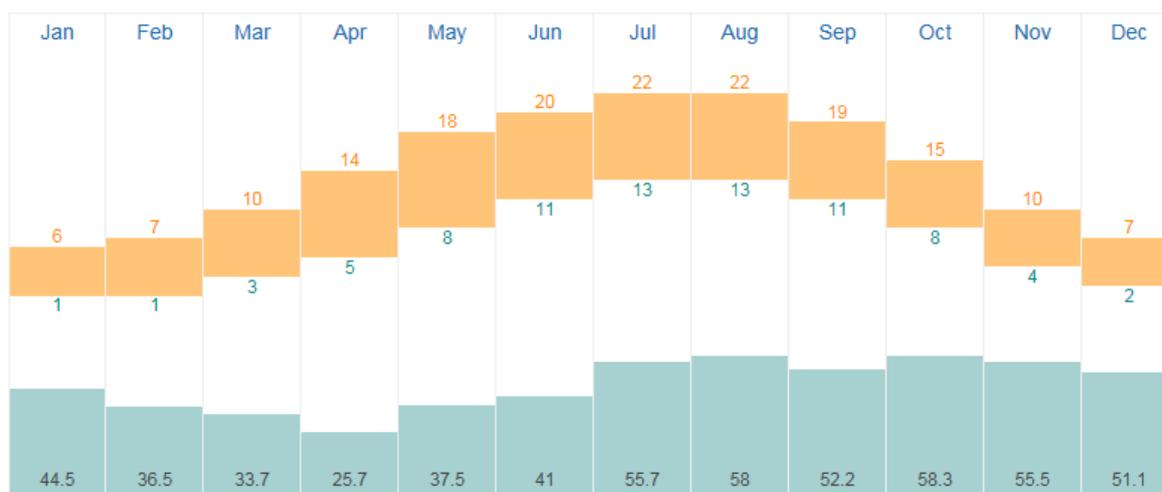
We look forward to welcoming you soon at Nyenrode Business Universiteit!

2. The Netherlands

Welcome to the Netherlands, the country of windmills, bikes and cheese. A small country located in the west of Europe. The Netherlands has a population of 17 million people and you are able to travel in 3 hours from north to south. The capital of the Netherlands is Amsterdam, which is only 20 minutes away from the Nyenrode estate.

The currency in the Netherlands is the EURO (€).

The Netherlands is known for its moderate maritime climate, warm summers and cool winters. However, the weather is unpredictable and during your exchange in fall, the weather can vary per day. Be sure to bring warm clothing, preferably lots of layers.



3. Nyenrode Business Universiteit

Nyenrode Business University is located in the village of Breukelen, known for its picturesque appearance (next to the river “de Vecht”) and its practical location in the heart of the Netherlands. Breukelen is a 20 minute drive from Amsterdam Schiphol Airport and is well connected to all the major cities of the Netherlands – Amsterdam (20 mins), Utrecht (10 mins), Rotterdam (50 mins), and The Hague (45 mins).



Living environment

Nyenrode Business University has a very serene atmosphere, suitable for education. The historic atmosphere of Nyenrode, together with its international participants, will make your learning experience very memorable.

Core values

Nyenrode is known for offering a combination of academic theory, practical relevance and personal development. We offer both degree as non-degree programs, short-term and longer-term programs in the fields of business, management, accountancy, controlling, and fiscal law. Besides this scientific research in these areas is done.

Leadership, Entrepreneurship and Stewardship are the core values that Nyenrode incorporates throughout every program.

Nyenrode Business Universiteit prides itself on its “three pillar concept”:

- 1) The academic program (see chapter 4. Bachelor of Science in Business Administration)
- 2) The student association (N.C.V.) (see chapter 6. Student Association)
- 3) Campus life (see 8. Campus)

4. The academic program - Bachelor of Science in Business Administration

During their exchange at Nyenrode, international exchange students will take part in the Bachelor of Science in Business Administration (BScBA) program. This is a three-year full-time academic Bachelor and is based at the Nyenrode campus in Breukelen. Exchange students will mostly join our third year students in their academic program. Our Bachelor of Science in Business Administration is a very small scale program (max 30 to 35 students in a class room) and has a selective nature. Students who are selected for the program are known to be proactive, ambitious, sociable and enterprising students from all over the world. Please visit [our website](#), in order to read more about the BScBA and its special features.

4.1 Exchange courses offered to incoming students

As an exchange student, you can choose specific courses of the second and third year of the full-time BSc in Business Administration program. Please consult the online [course catalogue](#) for more

detailed information. Also discuss with the exchange coordinator at your home university which courses suit your curriculum the best.

For the most recent information, please visit our [exchange website](#). This website is updated regularly so please note that all information is subject to change.

Class sizes are very small (around 20 to 30 students) and professors utilize a very hands on approach. Active participation is therefore a necessity. Assessments will focus on both individual capabilities (e.g. an individual exam) as they will focus on team performance (e.g. team paper and/or presentations). To understand the practical relevance of your courses many professors will introduce guest speakers or take you on company visits.

4.2. Sports program

At Nyenrode we believe that a healthy body helps to achieve a healthy mind. Sports is therefore an important part of the leisure time of our students; having access to a rugby field, tennis fields, gym, etc. on the estate. For the BScBA bachelor students sports is even a mandatory part of the academic program.

International exchange students are free to participate in the sports program that is offered to these Bachelor students. Please note that there is no obligation for exchange students to participate, and your academic time table will need to allow for it. For those of you who are interested: do not forget to bring your active wear!

4.3. Buddy program

At the start of your exchange, you will be assigned “a buddy” who is also a bachelor student here at Nyenrode. They will make sure that your exchange semester will be a very enjoyable experience. More information about this program will follow in due course.

5. The Student Association - “De Nieuwe Compagnie Van Verre” (N.C.V.)

The student association on the Nyenrode estate is named “De Nieuwe Compagnie van Verre” (N.C.V.). The N.C.V. is an important link between the students and the university itself. The association was founded on the 8th of February in 1947, resulting in a rich history with norms and traditions which are still actively adhered by up until this day. Norms and traditions that form a true Nyenrodian!

Each year, the student association organizes multiple big events for all members to enjoy. That way the Nyenrode students plan, work, travel, party and celebrate together. These events include: Jazznight, NIMBY festival, Dies Natalis, Race of The Classics, the Stuntweek, Dies Parentes, etc. All events are organized by our members and you do not want to miss out on any of them!

The student association is the opportunity for students to express themselves and put the theories they learned into practice, creating valuable skills and friendships that last a lifetime. Therefore the N.C.V. is an essential and big part of studying at Nyenrode. You will receive more information about the N.C.V. when the start date of the program approaches.



The campus life and student association was amazing and so unique! It takes a lot of time and space in our exchange program at Nyenrode! For me, it was a really crazy and unforgettable experience!

“Leeloo Stroppiana – exchange student fall 2018”

6. Campus life

The Nyenrode campus is the vibrant home of around 300 of our students. Both bachelor and master students all live permanently on the estate and are working together in the student association to provide a pleasant, lively and fun environment. There are constant activities going on, which range from sports, barbecues to parties.

6.1 Facilities on campus

The Nyenrode estate offers diverse facilities. Both inside and outside sports facilities are offered on campus. Among which there are rugby and tennis fields and a modest gym which is open to student’s free-of-charge. The student mensa offers lunch and dinner facilities (student mensa). A common room and laundry room are included on the estate. Students have 24 hour access to private library facilities. For more information about living on the Nyenrode estate click [here](#).

Wireless internet access is available on-campus for all students.

6.2 Accommodation

During the exchange program at Nyenrode Business Universiteit, a room on campus is mandatory. To get the best experience and to be part of a learning community, it is essential to live on campus. You can contact the international office if there is a need for special arrangements.

- Nyenrode will arrange fully furnished accommodation for all exchange students on campus.

- All exchange students will have to bear accommodation and living expenses during their entire exchange term.
- All exchange students will share a room.
- The rooms do not include cooking facilities. Lunch and dinner can be bought in the Mensa or cooked in one of the common kitchens on campus.
- Furnished accommodation on campus will cost approximately € 320 per student per month for a shared room.

Please click [here](#) for more information about the campus rooms.

7. Things to arrange prior to your arrival

7.1 Insurance

Make sure you are fully insured for both your travels to the Netherlands as your complete stay at Nyenrode. It is the student's responsibility to be fully covered during the complete exchange period at Nyenrode.

There are different types of insurance: an EU Health Insurance Card or private insurance.

You may be eligible to receive a European Health Insurance Card (EHIC) which covers your medical costs during your stay in Holland if:

- You are an EU/EEA or Swiss national studying in Holland, and
- You are not working or doing an internship here, and
- You are insured for your medical care through a national health system in your home country.

Apply for the EHIC in your home country. More information on the EHIC is available on the website of the European Commission.

You are not obliged to take out any additional insurance in Holland, as long as you do not work or take up a paid internship in the Netherlands.

If you don't have an EHIC, you need to check whether your existing insurance covers your stay in the Netherlands. If not, you need to take out a new or special insurance policy for your stay here.

Find out which option applies to you:

<https://www.studyinholland.nl/practical-matters/insurance/healthcare-insurance>

7.2. Visas and permits

To enter the Netherlands for study purposes, you might need a visa. Whether you need a visa or not, depends on:

1. Your nationality – as stated on your passport.
2. The duration of your stay.
3. Your purpose of stay.

EU nationals do NOT need a visa to stay in the Netherlands.

Non-EU nationals will need to check whether they should apply for a Visa or not.

After applying for our Bachelor program, we will make sure to start the visa procedure for you. This means that we will inform you which documents we need from you to complete and proceed with the visa application. It is therefore recommended to start with the program application procedure in time, as it may take some time for you to collect all the relevant documents.

For Chinese nationals only

All Chinese nationals (People's Republic of China) have to get a Nuffic Certificate to be eligible for a Dutch entry visa and enroll in an English-taught study program. Please contact Program management of the BScBA for further information and directions. You can reach us via; BScBA-exchange@nyenrode.nl

7.3. Bank preparations

For your stay in the Netherlands and your stay at Nyenrode it is advisable to take the following precaution when it comes to monetary issues. More and more locations in the Netherlands no longer accept cash but require a payment via debit card. Also the student Mensa at Nyenrode does not accept cash. In order to pay for your lunch or dinner, you will need to pay with debit or credit card. Ensure your debit card has a Maestro logo, since this is the one most generally accepted in Europe. Please consult your local bank for your personal opportunities when it comes to international payments.

Upon arrival in the Netherlands there will be a possibility to open a Dutch bank account. Usually it's not possible to open a bank account as a short-stay student, but we're in contact with one particular bank who's able to issue you a bank account after all. You can contact our Program Management for more detailed information. Please note that in this situation it might take a few weeks to have your debit card up and running.

In order to pay your rent at Nyenrode, the housing department will ask you for your credit card details. In addition to our housing department, many hotels, travel agencies and online shops will also request credit card payments. If you do not yet have a credit card it is highly advisable to investigate whether you would qualify for one. Please consult your local bank for your personal opportunities.

7.4. Dress code

Throughout the semester you will find yourself encountering many interesting guest speakers. In addition, our professors will take you on company visits in order to get the most up-close and personal experience and understand the practical relevance of the knowledge acquired in the classroom. We ask our students to dress appropriately during these events. All students are asked to appear in formal wear; male students a suit and female students a proper dress / skirt.

To summarize; it is essential to bring your:

- **Formal wear** for guest speakers and company visits
- **Festive wear** for some of the formal parties / "gala" of the student association
- **Active wear** for the sports classes

8. Estimated cost of living

The below estimated costs of living per month are purely estimates.

Monthly costs

Accommodation	320 euro (furnished <u>shared</u> room) per month
Average living expenses	550 euro per month (food, public transport, and personal expenses)
Average books expenses	60 euro per month for fall 2019
NCV activities	50 euros per month for fall 2019 (depending on your choice)

One time additional costs

Please note that “housing” will ask for a “security deposit” of 700 euro’s for your accommodation. They will invoice this amount upon your arrival in August. Since it is a security deposit, these 700 euro’s will also be completely refunded after your stay with us (taking into account that there was no mess or damages to the room).

If you choose to join the student association (which is highly recommended) a one-time contribution of 100 euro will be invoiced for your semester with the NCV. Further information on benefits and costs of joining the student association will be made available upon your arrival.

Daily expenses

What kind of expenses should you expect when coming to Holland?

Your daily expenses include food, public transport, books, clothes, laundry and personal expenses. Besides this you also need to take into account the costs for insurance, telephone bills, etc.

Food

Nyenrode offers hot meals at reasonable prices at our Mensa. Many cities have pubs (cafés) where you can get a good meal for a sharp price. Some average prices:

- Cup of coffee/tea in a café: € 2,50 Cheese sandwich: € 3,50
- In the student Mensa expect to pay around € 5,50 per meal

Other expenses:

Leisure, travel and other expenses depend on your personal spending. Take into account that some of the activities of the Student Association (N.C.V.) will also come at a cost.

Student discounts

Many bars, restaurants, musea and cinemas give student discounts. Most of these ask for proof in the form of a student card from your institution. You should check in advance if a student discount is available. As an international students, the **International Student Identity Card (ISIC)** can provide some interesting discounts and offers on travelling, shopping, musea and more. Find out more about the benefits and how to apply via the [ISIC website](#).

Student finance

As an exchange student from an EU country, you may be eligible to receive financial support from your home country, either directly (in the form of a monthly grant or loan) or indirectly, through tax benefits

for your parents. Contact the international office of your home university to check which options are available to you.

9. Contact information

Since the first few months in a new country, city and culture can be particularly difficult for international students, Program Management offers a number of services in order to ease this transition, such as a welcome session, orientation program for new exchange students, and help in acquiring a residence permit (if necessary). We hope this document helps you in your first steps in preparing for your exchange. As mentioned, throughout the summer and your start here mid-August you will continue to receive more information.

In case of any questions and/or concerns, feel free to get in touch with:

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APPENDIX

Nyenrode's General Statute and BScBA "Rules & Regulations"

Would you require more general information about terms and conditions of Nyenrode, privacy and General management, please visit the [website](#). This website also contains the "Rules & Regulations" for the BScBA program. You will be introduced to the most important rules when you arrive to Nyenrode.

The "Rules & Regulations" also contain more information about the grading system at Nyenrode. For Nyenrode students the regular (and maximum) workload per semester is 30 ECTS. Your home university decides what the requirements for you are. Nyenrode does not have regulations for visiting students concerning the number of courses or credits that must be taken.

The grading system works from 0 to 10. A grade between 5,5 and 10 is a pass. Grades lower than 5.5 are considered insufficient.

Please also take a look at the chapters "way of teaching" and "assessments at Nyenrode BScBA" which can be found in the Nyenrode factsheet on the [exchange website](#).