

Study Programme Choice Check Regulations for applicants starting in the academic year 2023-2024

Version and date

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Owner

Student Services

Questions and contact

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Introduction

These regulations apply to every applicant for the academic year 2023-2024. The Board of Governors established the Regulations on 12 July 2022 for a year, having received the approval from the Central Participation Council on 6 September 2022. The Study Programme Choice Check Regulations are based on Articles 7.31a to 7.31d inclusive of the Higher Education and Scientific Research Act (Wet op het Hoger Onderwijs en Wetenschappelijk Onderzoek, WHW), and the memo, 'Each student in the right place,' 25 February 2022.

Article 1 Purpose

The aim of the study programme choice check is to support applicants during the study programme choice process.

Article 2 Definitions

Application	submission of a request to enrol as a student for a study programme via Studielink.
Applicant	a prospective student who submits a request to enrol for a study programme via Studielink.
Contact moment	contact between the applicant and the relevant study programme.
Eligibility	each applicant is entitled to register for a study programme and is eligible for admission provided they meet the statutory admission requirements for higher vocational education (HBO). These statutory admission requirements are as described in the Regulations on admission and enrolment at Zuyd University of Applied Sciences.
Study programme choice check advice	advice provided upon completion of a study programme choice check.
Study programme choice check	the study programme choice check is an activity aimed at supporting the student when making a conscious study programme choice.

Article 3 Users of the study programme choice check

The study programme choice check is for all applicants who have submitted an application for the propaedeutic phase of a Bachelor's study programme or for the first teaching period of an Associate degree with a study load of 60 credits.

Those exempt from using the study choice check are applicants to a study programme for which a selection procedure is required¹.

Article 4 How the study choice check functions

1. Every applicant is entitled to participate in a study programme choice check.
2. Every applicant receives an e-mail within four working weeks of submitting a request for enrolment detailing the procedure for the study choice check for that particular study programme.
3. The study programme choice check is organized by the relevant study programme.
4. The time of the study choice check and the form of contact moment are dependent on the study programme. The study programme informs the student in writing after the registration about the nature and content of the study programme choice check.

¹ With the exception of an applicant to a study programme with a fixed number of places and decentralized selection who has not been able to complete a selection procedure because the number of applications was lower than the number of places.

5. In case travelling the distance between the place of residence and the place where the study choice activities take place raises objections for a prospective student, the study programme will make such provisions that this prospective student can participate in the study choice activities without their physical presence being required. If this situation arises, the student needs to contact the study programme.
6. Every study programme choice check is free of charge.

Article 5 Study programme choice check advice

1. After the contact moment, the study programme choice check advice is sent to the applicant either by e-mail or verbally, and registered in OSIRIS, within ten working days. This process is completed no later than 31 August for a study programme with a September intake, or no later than 31 January for a study programme with a February intake.
2. There are three possible types of advice that are registered:
 - Positive advice, meaning that the applicant may study at Zuyd University of Applied Sciences.
 - Positive advice with suggestions, meaning that the applicant may study at Zuyd University of Applied Sciences, but with justified suggestions.
 - Advice – non-participation.
3. The advice is only valid for the academic year of registration.
4. The advice from the study programme choice check does not say anything regarding a student's eligibility for the relevant study programme and is never a reason for refusal.

Article 6 Complaints and disputes

An applicant can lodge a complaint or objection via the Locket Rechtsbescherming in writing to:

Zuyd Hogeschool
Attn: Locket Rechtsbescherming
Postbus 550
6400 AN Heerlen
The Netherlands

The complaints desk can also be contacted via rechtsbescherming@zuyd.nl.