

## Matching Advice Regulations

Wageningen University seeks to help prospective BSc students select the best possible study programme for them. It does this by offering various campus activities and by issuing matching advice to students wishing to enrol in a bachelor's programme. In this way, Wageningen University hopes to give prospective students an initial impression of what pursuing a study programme at Wageningen University entails. Moreover, Wageningen University wants to determine whether the prospective student's expectations and motivations are in line ('match') with the programme selected.

These Regulations describe the procedure for issuing matching advice to prospective students. In some cases, the matching advice will be binding and the Executive Board may deny enrolment to the prospective student.

### Article 1 Definitions

- a. Application = filing a request to enrol in the first year of a bachelor's programme through Studielink.
- b. Prospective students = all persons to whom these Regulations apply under Article 2.
- c. Campus activity = study choice activities as meant in articles 7.31a t/m 7.31d WHW, being activities like a visit to an Open Day organised by a bachelor's programme or to a group prospective students' day, or a one-on-one visit with a current student in the programme.
- d. Regulations for enrolment= the Regulations for enrolment (regular)Wageningen University describing the enrolment procedures and the various tuition fee rates.

### Article 2 Applicability and scope of the Regulations

1. These Regulations shall apply to all prospective students and external candidates who wish to enrol for the first year of a bachelor's programme, except for:
  - a. persons wishing to enrol as a student or external candidate for the first year of a bachelor's programme and wishing to be exempted from the previous education requirements under Article 7.28 of the Dutch Higher Education and Research Act, that is, students who have a diploma from a foreign country or who have not followed a regular Dutch pre-university education programme or who have taken a foundation course at a school of higher professional education. These persons may apply for enrolment without participating in the campus activities;
  - b. persons wishing to enrol in a programme for which an enrolment restriction (numerus fixus) has been set. For these persons a specific selection procedure applies.
2. All prospective students must apply in accordance with these Regulations and fulfil the associated obligations before being eligible for enrolment under the procedures and conditions described in the Regulations for enrolment.

### Article 3: Applications up to and including 1 May: non-binding matching advice

1. Prospective students who have applied for enrolment by 1 May must:

- a. Have participated in a campus activity at Wageningen University's campus and have registered as proof thereof, unless they have been exempted from this obligation under paragraph (2) or (3) of this Article;
  - b. complete the online assessment. This assessment shall be sent to the prospective student by e-mail within three weeks after the student has attended a campus activity or otherwise before 1<sup>st</sup> of July. The assessment must be completed and returned before 1 August;
  - c. for prospective students who do not fulfil the matching obligations mentioned in Articles 3.1(a) and 3.1(b), the right to non-binding advice shall be extinguished. They shall, as a rule, receive binding orange advice (within the meaning of paragraph 5 of this Article), which may be converted to green or red advice (within the meaning of Article 4.3) after there is contact with the programme.
2. The campus activity obligation shall not apply to:
- a. prospective students from Bonaire, Saint Eustatius, Saba, Aruba, Curaçao or Saint Martin who are living there when they apply;
  - b. prospective students who have not visited the campus for valid reasons and who have been exempted from this obligation at their request. Valid reasons shall include: doctor/hospital visits on Wageningen University Open Days; special family circumstances; education-related obligations; participation in campus activities at other institutions (during Wageningen University Open Days); and other circumstances which, in the programme director's judgment, reasonably caused the prospective student to be unable to visit. The prospective student shall bear the burden of proving the reasons and of showing that an exemption was received. The prospective student can solicit an exemption from the Programme Director via de programme website.
- Such prospective students must, however, complete the online assessment.
3. The campus activity obligation and obligation to apply by 1 May shall not apply to:
- a. prospective students who have timely applied to another institution or for another study programme. The prospective student shall bear the burden of proving this;
  - b. prospective students who can demonstrate that the new application resulted from termination of enrolment for another bachelor's programme under Article 7.8b(5) of the Higher Education and Research Act (binding negative study advice) which occurred at such a time that they could not apply before 1 May.
- Such prospective students must, however, complete the online assessment.
4. The Executive Board shall issue non-binding matching advice to each prospective student within the meaning of this Article. Regardless of the nature of the advice (as described in paragraph 5 of this Article), the prospective student may, in accordance with the procedures in the Regulations for enrolment, enrol for the programme which he/she had applied for.
5. The matching advice shall be sent by e-mail within three weeks after the obligations have been fulfilled (participation in and timely submission of the assessment, and participation in a campus activity). The advice may: a. be positive (green) or b. express doubts as to whether the prospective student's study choice is appropriate (orange). In the situation referred to in (b), the programme shall notify the prospective student of the orange advice, stating the reasons, and offer the student the opportunity to contact the programme to receive a further verbal explanation.

#### Article 4 Application after 1 May: binding matching advice

1. Prospective students who apply after 1 May and who cannot claim any of the exceptions mentioned in Article 3.3 of these Regulations must complete the online assessment. This

assessment shall be sent to the prospective student by e-mail at latest 1<sup>st</sup> of July. The assessment must be completed and returned before 1 August. Prospective students who complete the assessment after 1 August shall, as a rule, receive orange advice (as meant in paragraph 2 and 3 of this Article).

Prospective students who apply after 1 August shall, as a rule, receive orange advice (within the meaning of paragraph 2 and 3 of this Article).

2. The Executive Board shall issue binding matching advice to each prospective student within the meaning of this Article. Depending on the nature of the advice (as described in paragraph 3 of this Article), the prospective student may, in accordance with the procedures in the Registration Resolution, enrol for the programme selected by him/her.
3. The matching advice shall be sent by e-mail within three weeks after the assessment is submitted. The advice may: a. be positive (green) or b. express doubts as to whether the prospective student's study choice is appropriate (orange). In the situation referred to in (b), the programme shall notify the student of the orange advice, stating the reasons, and offer the prospective student the opportunity to contact the programme to receive a further verbal explanation. After such contact, the orange advice shall be changed to either positive (green) advice or negative (red) advice. The prospective student may only enrol pursuant to positive (green) advice.
4. If the prospective student receives negative (red) matching advice, the Executive Board shall not enrol the prospective student. On the Executive Board's behalf, the programme director shall provide written notice of this to the prospective student, stating the reasons.

#### Article 5 Objection to denial of enrolment

The prospective student may file an objection to the denial of enrolment within six weeks of the date of the decision. The objection must be sent to the Executive Board and include a statement of reasons, with a copy of the decision as an enclosure. The objection may be sent by post to: Facility, P.O. Box 9101, 6700 HB Wageningen, or by e-mail to: [faciliteit@wur.nl](mailto:faciliteit@wur.nl). The objection procedure is described in the Student Charter (under the section '[Safeguarding of Students' Legal Rights](#)').

#### Article 6 Exceptions

In cases not provided for by these Regulations, the programme director of the relevant study programme shall take a decision on the Executive Board's behalf.

#### Article 7 Entry into force

The regulation is drafted in February 2017. Adopted by the Executive Board, after a positive recommendation was obtained from the Student Council.

Attachment: Decision tree Matching WU\_EN