



## **Profiling Fund Wageningen University**

The Profiling Fund consists of four financial schemes for students at Wageningen University:

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# 1. Student Financial Support Regulations of Wageningen University (FOS)

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## Chapter 1 Preliminary provisions

### Article 1 Scope and general provisions

The Student Financial Support Regulations (FOS) comprise the elaboration of Chapter 7, Title 3, Section 2a "Profiling Fund" of the Higher Education and Research Act (WHW) (Article 7.51 and further), and describes the provisions that WU has adopted for the financial support of students who are experiencing study delay due to a special circumstance as described in chapters 2 to 5.

### Article 2 Definitions

For the purposes of these regulations, the following terms are defined below:

- a. Academic year: the year from 1 September through 31 August.
- b. Attendance and expenses fee: meeting and expense allowance that members of the student council of WU receive.
- c. Course: a study unit of a programme corresponding with Article 7.3 clause 2 WHW.
- d. Credit: the unit used to indicate the study load of a programme and study unit as provided by the European Credit Transfer and Accumulation System (ECTS). One credit consists of 28 hours of tuition, interim examinations, and study hours and is equal to a study point as referred to in Article 7.4 section 1 of the WHW (Higher Education and Scientific Research Act).
- e. CROHO: Centraal Register Opleidingen Hoger Onderwijs (central register of higher education).
- f. DUO: Dienst Uitvoering Onderwijs (education executive agency).
- g. Education period: the period in which tuition is given, which includes self-study and interim examinations. The academic year at Wageningen University is divided in six education periods.
- h. Executive Board: The Executive Board of Wageningen University.
- i. FOS monthly instalment: the level of financial support per month as established by the Executive Board for this regulation, as stated in appendix 2.
- j. FOS-recognised organisation: an organisation granted FOS-recognition by the Executive Board.
- k. Full-time board position: a position within an FOS-recognized organization for which Wageningen University has determined that it entitles to 12 months of financial.
- l. Graduation: passing the final exam of the programme for which the student is registered.
- m. Institutional tuition fee 1 (ic1): tuition fee to be paid by a student who is not eligible for the statutory tuition fee but belongs to one of the groups of persons who pay a tuition fee equal to the statutory tuition fee rate.
- n. Institutional tuition fee 3 (ic3)<sup>1</sup>: tuition fee to be paid by a student who does not meet the nationality requirement mentioned in Article 7.45a, paragraph 1 of the WHW.
- o. Interim examination: an assessment of knowledge, understanding and skills relating to a course.
- p. IND: Immigratie- en Naturalisatiedienst (Immigration and Naturalization Service)

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<sup>1</sup> The terms institutional tuition fee 1 and institutional tuition fee 3 are taken from the Enrollment Decree and identical to the definitions contained therein. Since the term institutional tuition fee 2 does not appear in the Profiling Fund, it has not been included as a definition.

- q. NOC/NSF: Nederlands Olympisch Comité/Nederlandse Sport Federatie (Netherlands Olympic Committee/Netherlands Sport Federation)
- r. Part-time programme: a WU Bachelor's or Master's programme registered in CROHO with a "part-time" status.
- s. Part-time student: those students registered for an online Master's programme at WU that is registered in CROHO with "part-time" status, and for which tuition fee is paid to WU.
- t. Programme: a Bachelor's or Master's degree programme at WU that is registered in CROHO with "full-time" status.
- u. SSC: Student Service Centre of Wageningen University.
- v. Student: those registered as student for a Bachelor's or Master's programme at WU that is registered in CROHO with "full-time" status.
- w. Student Dean's Office: the student dean's office at Wageningen University & Research.
- x. Student financial assistance DUO: system of student grants and loans for a higher-education programme in the context of Article 3.1, Paragraph 2 of the WSF.
- y. Study amount IND: the income requirement used by the Immigration and Naturalisation Service (IND) as a condition for granting a residence permit for study.
- z. Study delay: the difference between the nominal study progression and the number of credits actually obtained in a term, expressed in months, where 6 credits equal 1 month of delay.
- aa. WHW: *Wet op het Hoger Onderwijs en Wetenschappelijk Onderzoek* (The Higher Education and Research Act).
- bb. WSF 2000: *Wet Studiefinanciering 2000* (The Student Finance Act 2000).
- cc. WU: Wageningen University.

## Chapter 2 Circumstances beyond one's control full-time student

### Article 3 Grounds for study delay

For this part of the regulations, special circumstances are defined as:

- a. illness;
- b. pregnancy and childbirth;
- c. a disability, chronic illness, or learning disability;
- d. special non-medical circumstances, including familial circumstances;
- e. a study program that is not sufficiently feasible, because scheduling and/or accessibility of courses within a programme make it impossible to graduate within the nominal study programme duration.

### Article 4 Conditions 'circumstances beyond one's control, full-time'

To qualify for financial support, a student must satisfy the following terms and conditions:

- a. The student has incurred a study delay of at least 6 credits as a result of special circumstances.
- b. The delay occurred within the nominal duration of the programme plus one year.
- c. The student has made efforts to limit the study delay by following the recommendations of the study advisor and by making use of resit opportunities and the educational and examination provisions made available to compensate for a (temporary) disability, (chronic) illness, or learning disability.
- d. The student fulfils the written agreements that have been made with the student dean. These agreements are intended to prevent or limit any new study delay.

### Article 5 Reporting study delay

1. The student must report the study delay due to special circumstances to one of the student deans. Reporting must take place no later than two months from the moment the study delay first occurs due to not taking a course, or not passing an interim examination.
2. If special circumstances prevent a student from taking exams for all courses provided in a particular term, or when the student does not pass all those exams, the period of study delay will start on the 10th working day after the last working day of the term.

3. Study delay that has occurred more than two months before reporting does not qualify for financial compensation.

**Article 6 Determining the period of study delay to be compensated**

1. The Student Dean's Office will determine the period of study delay in the event of special circumstances, will establish how many months qualify for financial compensation and will confirm this to the student by e-mail or letter.
2. If the student is entitled to an extension of student funding from DUO, then the student has to make use of that regulation first.
3. If the student is entitled to an extension of their study funding from an organisation other than DUO, then the student has to make use of that option first.

**Article 7 Amount of financial support**

1. The level of financial support for students who have paid the statutory tuition fee is equal to the FOS monthly amount as established by WU (see appendix 2), multiplied by the number of recognised months of study delay. The maximum amount of support does not exceed 4 FOS months per academic year, and does not exceed 24 FOS months over the student's entire period of enrolment at WU.
2. The amount of financial support for students who have paid the institutional tuition fee is equal to twice the FOS monthly amount as established by WU, multiplied by the number of recognised months of study delay. In addition, for the period of the number of FOS months granted, these students will pay the institutional tuition fee at the level of the statutory tuition fee, and the costs for an extension to the residency permit, where required, will be reimbursed. The maximum amount of support does not exceed 4 FOS months per academic year, and does not exceed 12 FOS months over the student's entire period of enrolment at WU.

**Article 8 Payment of the financial support**

1. The application for payment of the financial support has to be submitted before 31 August of the academic year following the academic year in which the study delay was determined by the student dean. If the application is not submitted in time, it will not be processed.
2. The application must be submitted to SSC using the appropriate FOS form.
3. The Student Dean's Office will make a decision about the application on behalf of the Executive Board, within a reasonable term of no longer than 8 weeks. The student will be notified of the decision by e-mail or by letter.
4. After the support has been approved, the full amount will be paid as soon as possible.
5. The financial support is provided as a gift.

### **Chapter 3 Circumstances beyond one's control part-time student**

**Article 9 Grounds for study delay**

For this part of the regulations, special circumstances are defined as:

- a. illness;
- b. pregnancy and childbirth;
- c. a disability, chronic illness, or learning disability;
- d. special non-medical circumstances, including familial circumstances.

**Article 10 Conditions 'circumstances beyond one's control, part-time'**

To qualify for financial support, a student must satisfy the following terms and conditions:

- a. The part-time student has incurred a study delay of at least 6 credits as a result of special circumstances.
- b. The delay occurred within the first four years of registration as a part-time student at WU.
- c. The part-time student has made efforts to limit the study delay by following the recommendations of the study advisor and by making use of resit opportunities and the

educational and examination provisions made available to compensate for a (temporary) disability, (chronic) illness, or learning disability.

- d. The student must fulfil the written agreements that have been made with the student dean. These agreements are intended to prevent or limit any new study delay.

#### **Article 11 Reporting study delay**

1. The part-time student must report the study delay due to special circumstances to one of the student deans. Reporting must take place no later than two months from the moment the study delay first occurs due to not taking a course or not passing an interim examination.
2. If special circumstances prevent a student from taking exams for all courses provided in a particular term or when the student does not pass those exams, the period of study delay will start on the 10th working day after the last working day of the term.
3. Study delay that has occurred more than two months before reporting does not qualify for financial compensation.

#### **Article 12 Determining the period of study delay to be compensated**

1. The Student Dean's Office will determine the period of study delay in the event of special circumstances, will establish the number of months, and will confirm this to the student by e-mail or letter.
2. If the part-time student is entitled to an extension of student funding from DUO, then the student has to make use of that regulation first.
3. If the part-time student is entitled to an extension of their study funding from an organisation other than DUO, then the student has to make use of that option first.

#### **Article 13 Amount of financial support**

1. The amount of financial support for part-time students who have paid the statutory tuition fee is equal to the FOS monthly amount as established by WU, multiplied by the part-time factor 0.5 and the number of recognised months of study delay. The maximum amount of support for these students does not exceed 2 FOS months per academic year, and does not exceed 4 FOS months over the part-time student's entire period of enrolment at Wageningen University.
2. The amount of financial support for part-time students who have paid the institutional tuition fee is equal to twice the FOS monthly amount. The maximum amount of support for these students does not exceed 2 FOS months per academic year, and does not exceed 4 FOS months over the part-time student's entire period of enrolment at Wageningen University.

#### **Article 14 Payment of the financial support**

1. The application for payment of the financial support has to be submitted before 31 August of the academic year following the academic year in which the study delay was established by the student dean. If the application is not submitted in time, it will not be processed.
2. The application must be submitted to SSC using the appropriate FOS form.
3. The Student Dean's Office will make a decision about the application on behalf of the Executive Board, within a reasonable term of no longer than 8 weeks. The student will be notified of the decision by e-mail or by letter.
4. After the support has been approved, the full amount will be paid as soon as possible.
5. The financial support is provided as a gift.

### **Chapter 4 Recognised administrative activities**

#### **Article 15 Grounds for study delay**

For this part of the regulations, special circumstances are defined as:

- a. membership of the Student Council, the Board of Education, or the board of AID;
- b. membership on the board of a "FOS-recognised" (student) organisation (see Article 17);
- c. other activities as determined by the Executive Board.

#### **Article 16 Condition 'recognised administrative activities'**

During the performance of the board position, the student board member must be enrolled as a student at Wageningen University.

#### **Article 17 Recognition as FOS organisation**

1. To qualify for the granting of FOS months, organisations need to be recognised as 'FOS organisation' by the Executive Board.
2. Organisations that want to be recognised as a 'FOS organisation' need to submit their written application to the Executive Board before April 1st of the academic year preceding the start of the academic year for which FOS recognition is requested.
3. The Executive Board will decide whether the applicant organisation qualifies for FOS recognition, and will inform the applicant organisations in writing before 1 June of the same year.

#### **Article 18 FOS allocation to organisations**

1. If the decision, as referred to in Article 17 sub 3, is that the organisation is granted FOS recognition, then the same letter will also state the number of FOS months that are granted to the organisation.
2. After granting the number of FOS months, the FOS-recognised organisations will be invited to renew their request for FOS months at least once every three years.
3. The number of available FOS months per organisation, per year, will be granted in line with the Administrative Grants Regulations (see appendix 1).
4. Condition for granting the approved number of months to the organisation is that all board positions described are occupied by Wageningen University students. If not all positions are occupied by WU students, then the number of FOS months will be reduced correspondingly.

#### **Article 19 FOS distribution, decision on the application**

1. The board of the FOS organisation will distribute the number of administrative months granted to the organisation among the individual board or committee members for the applicable academic year, in accordance with the division mentioned in the letter of the Executive Board in which the decision has been made known.
2. The FOS monthly amount multiplied by the number of FOS months will be paid to the individual board or committee members.
3. The request for payment to the individual board members or committee members must be submitted by the board of the organisation to the Student Service Centre (SSC, in Forum) by using the application form, no later than the last day of the month following the month in which the administrative term ended.
4. For students who occupy an administrative position for multiple years within the same organisation, an application needs to be submitted at least once in an academic year.
5. The Student Dean's Office will make a decision about the application on behalf of the Executive Board, within a reasonable term of no longer than 8 weeks. Individual board or committee members will be informed of the decision by e-mail or letter.
6. Students in full time board positions can opt for monthly payments of the financial support. In this case, the board member must submit the individual payment request at the beginning of the administrative period, accompanied by an overview of the composition of the board.

#### **Article 20 Amount and payment of financial support**

1. The financial support is provided as a gift.
2. The amount in euros per FOS month is equal to the FOS monthly amount as established by Wageningen University (see appendix 2).
3. Students who hold full-time board positions are entitled to additional compensation (see Appendix 2).
4. For students who have paid ic3 and hold a full-time board position, the FOS monthly fee plus supplementary fee plus - if applicable - vacancy fees and/or lump-sum fees will be supplemented up to the amount of the IND study standard monthly fee.

5. Students who have paid ic3 are liable to pay ic1 instead of ic3 during the study extension beyond the nominal study period, for up to the number of months of recognized study delay for the board position. They will also be reimbursed for any extension fees.

## **Chapter 5 Top-level sport**

### **Article 21 Condition 'top-level sport'**

To qualify for financial support, the student incurred a study delay of at least 6 credits in an academic year as a result of participating as a top athlete.

### **Article 22 Recognition of top-level sport**

1. The student who wants to qualify for FOS-recognition, must contact the head of the University Sports Centre at WU.
2. In accordance with the criteria formulated by the NOC/NSF, the head of the University Sports Centre will submit a recommendation to the Student Dean's Office in relation to whether the student qualifies for this regulation.
3. On behalf of the Executive Board, the Student Dean's Office will decide within a reasonable term of no longer than 8 weeks. The student will be notified of the decision by e-mail or by letter.

### **Article 23 Determining the period of study delay to be compensated**

1. Annually before 1 October the student will notify the Student Dean's Office of how much study delay has occurred in the previous academic year, using the appropriate form.
2. Subsequently, on behalf of the Executive Board and within a reasonable term of no longer than 8 weeks, the Student Dean's Office will determine how much study delay will be recognised for the applicable academic year based on the actual study delay. In this context, 6 credits equal one FOS month. The student will be notified of the decision by e-mail or by letter.

### **Article 24 Amount and payment of financial support**

1. The amount of financial support per FOS month is equal to the FOS monthly amount as established by WU (appendix ..), multiplied by the number of months of recognised study delay.
2. The maximum amount of financial support for top-level sport students does not exceed 4 FOS months per academic year, and does not exceed 12 FOS months over the entire period of enrolment in one or more programmes at Wageningen University.
3. After the support has been approved, the yearly full amount will be paid as soon as possible.
4. The financial support is provided as a gift.

## **Chapter 6 Other provisions**

### **Article 25 Overlap of FOS circumstances beyond one's control, FOS administrative activity, and/or FOS top-level sport**

If a single period contains a combination of circumstances beyond one's control and/or administrative activity and/or top-level sport, the student dean will decide, on behalf of the Executive Board, the total amount of FOS compensation.

### **Article 26 Hardship clause and special provisions**

1. In exceptional circumstances, the Student Dean's Office is authorised, on behalf of the Executive Board, to deviate from the provisions in this regulation in favour of the student. This applies when the application of the regulation would lead to a disproportionate disadvantage or considerable unfairness.
2. In all situations not covered by these regulations, the Executive Board will make a decision on the matter after receiving a recommendation from the Student Dean's Office.

**Article 27      Anti-abuse provisions**

The Executive Board may withdraw financial support or adjust it to the detriment of the student if the claim was incorrectly established and the student knew or should have known this, or if the student abuses these regulations or commits fraud.

**Article 28      Appeal**

An appeal to a decision made on the basis of these regulations can be made within six weeks after receipt of the decision. The appeal should be addressed to the Executive Board and can be submitted at the Student Legal Protection Desk ([legalprotection.students@wur.nl](mailto:legalprotection.students@wur.nl)). The procedure is described in the Student Charter.

**Article 29      Effective date**

1. These regulations can be quoted as 'Student Financial Support Regulations', FOS regulations.
2. These regulations were adopted by the Executive Board in June 2023 and will enter into force on 1 September 2023.

**Article 30      Amendments to FOS regulations**

A change to these regulations needs to be approved prior to the academic year in which the new regulations and the award resulting from the new regulations will apply.



## Appendix 1 Regulation Administrative Grants

2023/2024 Editorial adaptations based on:

- the new 2023/2024 FOS-regulation, and
- decisions FOS-granting as from 2019/2020

### **Additional regulations concerning administrative grants (FOS-regeling, onderdeel bestuursmaanden)**

These additional regulations are an elaboration of Section 18.3 of the Wageningen University Student Financial Support Regulation (*Profiling Fund*).

#### Section 1 Criteria for FOS-recognition of organizations

##### *General*

The organization provides an essential contribution to the Wageningen University community and/ or to the character of Wageningen as a student town.

Not eligible for FOS months are:

- associations and foundations which engage in commercial activities or which have illegal or immoral aims (as stated in the charter of the organization) or are involved with illegal or immoral activities,
- associations and foundations that focus on students of specific countries or (Dutch) regions.

The student organizations can be either *associations* or *foundations*.

*Associations* must satisfy the following conditions:

1. full legal authorisation,
2. it's membership is open for every Wageningen University student,
3. at least the majority of the members is enrolled as a student at Wageningen University

and

4. at least 35 members (three-year average) must be enrolled at Wageningen University

*Foundations* must satisfy the following conditions:

1. full legal authorisation,
2. it's activities are open for every Wageningen University student

and

3. it can make a feasible argument that its tangible activities benefit at least 35 students who are enrolled at Wageningen University.

##### *Specific*

#### Section 2 Granting procedure of FOS recognized organizations, FOS review committee

1. The Executive Board grants university bodies and FOS recognized organizations, provided the organizations meet the criteria mentioned in Section 1.
2. The Executive Board may grant FOS recognized organizations with extra months for one-time activities (see Section 4).
3. The number of FOS months for organisations is decided upon by the Executive Board, based on an advice of the FOS review committee, according to the Guidelines for the division of FOS months, described in Section 5.

4. The FOS granting of an organization is for a multiple year period; the Executive Board will check every year if the general criteria are still met.
5. The organisation itself yearly divides the allocated months to board and/ or committee members according to the Executive Board's indication the organisation is informed about (x persons, y months pp, minimal 2 months per person).
6. The number of FOS months for boards or committees with members being not Wageningen University students will be decreased proportionally.
7. The FOS review committee is composed as follows: a Thymos board member on behalf of the student sports associations, a student member on behalf of the study associations, a student member recommended by the Student Council on behalf of the active students in general and two WUR staff members).
8. The Executive Board informs the FOS-recognized organizations and university bodies about the granting (number of months) in principle before May 1<sup>st</sup> of the academic year preceding the period of granting.

### Section 3 FOS recognition of new organizations

1. Applications of new organizations for FOS-recognition must be submitted to the Executive Board before April 1<sup>st</sup> of the academic year preceding the period of granting. The necessary information about how to apply may be obtained at ESA-SSC via [secretary.ssc@wur.nl](mailto:secretary.ssc@wur.nl) (Forum building).
2. The Executive Board will judge the applications, based on the advice of the FOS review committee. To that end, the FOS committee uses the criteria referred to in Section 1, taking into account aims and added value compared to already recognized organizations and the Guidelines for the division of FOS months (Section 5).

### Section 4 One-time activities

1. Organizations granted with FOS months for their regular activities can request extra months for one-time activities which require a large, additional time investment, provided they have a positive effect on the image of Wageningen University and Wageningen as a student town (five-year anniversaries and international symposia).
2. An organization may claim max. 10 extra months over five years for one-time activities.
3. Organizations may claim the months before, or at the end of the academic year in which the activity takes place.

### Section 5 Guidelines for the division of FOS months among FOS recognized organizations

In this section, the two categories of Wageningen University student organizations that are 'FOS recognized' are mentioned. For organizations in the first category, the number of FOS months is fixed ('forfaitair'). For organizations in the second category, the number of FOS months depends on quantitative criteria and/ or an advise of third parties.

#### Category A: organizations with a fixed number of FOS months ('forfaitair')

##### *University bodies*

Student Council	144 months (12 persons (p) * 12 months (m))
Board Education Institute	12 months (4p * 3m)
AID board	72 months (6p * 12m)

##### *Student organizations*

SWU Thymos	72 months (6p * 12m)
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SWU Thymos is the umbrella organization for student sport facilities in Wageningen. WUR supports SWU Thymos, provided they cooperate with the university's Sports Centre, Wageningen municipality and with the foundation 'Student Sport the Netherlands' in order to enhance sport and exercise for students in

Wageningen. SWU Thymos is expected to organize sports events and to perform as a knowledge- and support platform for student sport associations and individual sportsmen. Thymos needs to take care of the distribution of financial support and the provision of equipment and material. Failure to live up to these criteria may result in downscaling of the number of months.

<i>WSKOV</i>	16 months (part time, 6p * 2.66m)
<i>De Ontzetting</i>	14 months (part time, 5p * 2.80m)

WUR supports the Wageningen student orchestra and choirs, provided they organize rehearsals and performances, in order to add cultural activities to Wageningen student life. Board members are expected to have responsibility for a range of instruments, for the training of its members and for events and cultural tours. Failure to live up to these criteria may result in downscaling of the number of months.

<i>AIESEC, Integrad, Uni Partners</i>	36 months each (part time, max. 6m pp)
<i>Enactus</i>	12 months (part time, max. 3m pp)

WUR supports AIESEC and Integrad, provided they provide students' business skills training and mediate between students and business life. They are expected to bring students in contact with the labour market by organizing company fairs, exchanges as well as internships, training courses and (international) learning experiences and to take part in (inter-)national career networks. Failure to live up to these criteria may result in downscaling of the number of months.

UniPartners is supported because they arrange paid academic side jobs for WU-students.

Enactus provides a platform for students to apply their entrepreneurial skills to address social, economic, and environmental challenges in their communities.

#### *OtherWise, Boerengroep and RUW*

WUR supports the groups, provided they present students a view, different from the mainstream, on developments in agriculture, development cooperation, sustainability and social justice, environment, nature, landscape and land use practices in rural areas.

By organizing activities like e.g. field trips, symposia, lectures, group discussions, interactive theatre and practical training courses related to agriculture. Also to contribute to the education and student policy of the university. Failure to live up to these criteria may result in downscaling of the number of months.

The groups receive a number of FOS months as follows:

-	RUW	6 months (part time)
-	Boerengroep	6 months (part time)
-	OtherWise	10 months (part time)

#### *Student Platform & Chaplaincy SP&C 'In the World'*

SP&C Committee Activities	8 months (part time)
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Wageningen UR supports the SP&C Committee Activities, provided the committee organizes activities focusing on students with all kinds of (philosophical) questions about meaningful living. Failure to live up to these criteria may result in downscaling of the number of months.

<i>Stichting Flatoverleg (SFO)</i>	15 months (part time)
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WUR supports the SFO daily board, provided SFO represent the interests of tenants of *Idealis*. Failure to live up to these criteria may result in downscaling of the number of months.

*Happietaria* 12 months (part time)

*Happietaria*, provides a (yearly?), 3-weeks 'pop-up' restaurant, founded and managed by volunteers that aims to raise money for charity. *Happietaria* is an initiative of the national organization Happy Gift that since 1993 initiates *Happietaria*'s in close collaboration with student associations in various cities throughout The Netherlands. The volunteers are supposed to set up the complete restaurant with as little money as possible, including the building, the food and drinks, the decorations and the professional cooks. So as much income as possible will be for charity.

Failure to live up to these criteria may result in downscaling of the number of months. The FOS may only be claimed over the year that a *Happietaria* was organised.

*Wageningen Environmental Platform* 4 months

Wageningen Student Farm 15 months, part time (max. 5p, max 3 months pp)

*VeluweLoop (per 2020/2021)* 18 months, part time (max 6p, max 3 months pp)

*SHOUT (per 2021/2022)* 8 months, part time (max. 4p, max 2 months pp)

Category B: organizations with a number of months, depending on several criteria

I Wageningen University Study associations (part time)

FOS months are granted provided that the Study Association is linked to one or more study programs at Wageningen University. Associations are supposed to enhance interaction between the students and interaction between students and staff connected to the study program. Via activities that are accessible for all students and staff of the study programme, including international students and staff. The Study Association is supposed to provide promotion of the study program as well as study and career related information and to organize study related activities. Failure to live up to these criteria may result in downscaling of the number of months.

Number of FOS-months, based on the average number of days per week with an activity for students\* (x) and on the nature of the activities (percentage activities concerning content, being not just 'social': 0-100% (y)). In the weighted product (z), the percentage 'activities concerning content' counts twice. Examples of activities concerning content are: network activities, education evenings, first year's students activity, study association weekend, conference, excursion, promotion of the study programme, information about internships, debate, integration activity etc.

Weighted product  $z = (x * 2y)$ :

$z < 1$	: 12 months
1 – 2	: 16 months
2 – 3	: 20 months
3 – 4	: 24 months
4 – 5	: 28 months
$z > 5$	: 32 months

\* 33 education weeks per year

II Student associations\*

FOS months are granted provided the associations are involved in the encouraging of interaction and integration between (international) students, (public) social activities, a substantial contribution to the Annual Introduction Days program, the introduction of new members, the maintenance of an alumni network and giving their members the opportunity to further develop themselves in preparation of professional life. Failure to live up to these criteria may result in downscaling of the number of months.

Student associations are divided in two groups depending on if they are accommodated in a building which the association needs to maintain. A building at least includes a bar, a student refectory and should be open to members at least 4 days a week. The additional FOS months for associations with an 'own' building are granted based on the extra workload resulting from the extra obligations (and possibilities) a building brings.

FOS months are granted based on the number of members, being students enrolled at Wageningen University or registered as an exchange student of WU, as follows:

a. *Board is responsible for management and maintenance of own building (ft, pt)*

< 100	: to be discussed
100-199	: 96 months
200 – 299	: 120 months
300 +	: 144 months

b. *Board is not responsible for management and maintenance of own building (pt, ft)*

< 34	: 0 months
35 - 69	: 12 months
70 - 129	: 24 months
130-199	: 36 months
200 +	: 42 months

c. *International student associations(pt, ft)*

<34	: 0 months
35 - 69	: 12 months
70 - 129	: 24 months
130 - 199	: 36 months
200 +	: 42 months

\* WSV Ceres, KSV St. Franciscus Xaverius, SSR-W, JV Unitas, Nji Sri, VGSW, CSFR Deï Gratia, Navigators Studenten Wageningen and Ichthus, ESN and ISOW

### III Sports associations

a. *ARGO (ft and pt)*

FOS months are based on the combination of sports and social activities and the management of own facilities. These activities include encouraging interaction and integration between (international) students, substantial contribution to Annual Introduction Days program, holding sport events that benefit the image of the University, introduction of new members, training members as coaches and maintaining an alumni network. The facilities to be managed include a fleet of boats, a building (including a student refectory and a bar) and sporting goods. Failure to live up to these criteria may result in downscaling of the number of months.

FOS months are granted based on the number of members-being students enrolled at Wageningen University or registered as an exchange student at WU- as follows:

<150	: to be discussed
150 – 299	: 98 months
300 - 449	: 110 months
450+	: 122 months

b. *Other student sports associations (ssa's) (pt)*

The number of FOS months is related to the number of members, being students enrolled at Wageningen University or registered as an exchange student, as follows:

< 35 members (small)	: no months
35 – 79 members (medium)	: 0 – 9 months
80 members or more (big)	: 0 – 18 months

For the EB's decision about if, and how many months (new) sport associations will get, the advice of SWU Thymos will be taken into account.

## Appendix 2 FOS monthly instalment

FOS monthly instalment: €356,-

Monthly instalment of additional compensation full-time board positions: €120,-

Assignment of full-time board positions by organization:

<b>Organisations</b>	<b>Assignment fulltime board positions</b>
AID board	5
D.L.V. Nji Sri	6
J.V. Unitas	6
K.S.V. Sint Franciscus Xaverius	7
SWU Thymos	6
SSR-W	7
Student Council	12
W.S.R. Argo	8
W.S.V. Ceres	7

## **2. Extra study financing for MCH, MDR, MID, and MME students at Wageningen University, entitled to Dutch study financing**

### **Introduction**

The master programmes MSc Communication, Health and Life Sciences (MCH), Development and Rural Innovation (MDR), International Development Studies (MID) or Management Economics and Consumer Studies (MME) are statutory classed as one-year programmes of 60 credits according to art. 7.4a subsection 2 WHW. Students enrolled in these programmes are entitled to a performance grant based on a one year's programme from DUO only. Since the master programmes just referred to, are executed by Wageningen University in two-year's programmes with 120 credits, students enrolled in these master programmes can apply for a grant from Wageningen University for a period of no longer than 12 months as a compensation for the lacking performance grant. This is on the condition that they obtain their diploma for the relevant master programme and have been enrolled in the programme for subsequent years. Students have to obtain their diploma for the relevant study programme within ten years after their first registration for higher education with DUO.

The application must be submitted to the Student Service Centre within 6 months after the date of the relevant diploma.

### **Regulations Extra study financing for MCH, MDR, MID, and MME students at Wageningen University, entitled to Dutch study financing and performance grant**

#### **Article 1 Definitions**

For the purpose of this Regulations, the following terms are defined:

- a. WHW: The Higher Education and Research Act;
- b. WSF 2000: Study Finance Act;
- c. DUO: Dienst Uitvoering Onderwijs;
- d. Supplementary grant: supplementary grant in accordance with article 5.1 sub a of the Study Finance Act 2000;
- e. Performance study grant: supplementary grant and one parent family-allowance as defined in article 5.1 sub a resp. sub c WSF 2000, for the purpose of these regulations excluding the student travel product, defined in article 5.1 sub b WSF 2000;
- f. WU: Wageningen University;
- g. Executive Board: Executive Board of Wageningen University;
- h. Student counsellors: the student counsellors of WU;
- i. Student: person enrolled as a full-time student at Wageningen University in one of the full-time, extended MSc programmes MCS, MDR, MID or MME;
- j. Academic year: the year in which the student is enrolled that begins 1 September and ends 31 August of the following year;
- k. SSC: Student Service Centre of Wageningen University;
- l. HBO: Higher Vocational Education as defined in Article 1.1d of the Higher Education and Research Act;
- m. Higher Education: higher education (universities and HBO), as defined in Article 1.1b of the Higher Education and Research Act;
- n. Student travel product (OV-card): public transportation pass as part of the performance grant.



## **Article 2      Applicability regulation**

These regulations are an elaboration of Art. 7.51a WHW and apply to students who will obtain a diploma in one of the following master programmes 'MSc Communication, Health and Life Sciences' (MCH), 'Development and Rural Innovation (MDR), 'International Development Studies' (MID), 'Management, Economics and Consumer Studies' (MME) and who are eligible for statutory tuition fee and concerning the study financing, are also eligible for Performance study grant.

## **Article 3      Aim and content of the regulation concerning extra study financing**

- a. Students who belong to the categories set out in Article 2 of these regulations will, under conditions set out in these regulations, receive WU funding for a maximum of 12 months. The application for and payment of the WU funding will take place after the diploma has been obtained.
- b. The total amount of the WU funding is calculated as the product of:
  - the extra number of months that the student would have received a performance grant from DUO, would the student have been enrolled in another master programme at WU than the ones mentioned in article 2, with a maximum of 12 months; and
  - the monthly sum of the basic grant and supplementary grant (if applicable) and or one parent family-allowances, excluding any loan or the value of the student travel product, to which the student was entitled in the last month the student received performance study grant.
- c. The total amount, as set out in section (b), will increase at the start of each calendar year in which there is no entitlement to a WU grant by the interest rate set by DUO for the preceding year. This means that the increase will be fixed on the 1st January as from the beginning of the fifth year of study financing.

## **Article 4      Conditions regulation concerning extra study financing**

Notwithstanding the preceding articles, the following conditions for obtaining WU funding under these regulations apply:

- a. The student has received no more than four years of performance study grant from DUO. In the case of more months of DUO performance study grant, being awarded because of e.g. special circumstances, the student can appeal to the hardship clause of these regulations (Article 8).
- b. In his fifth year of funding the student is younger than 30 years. If the student is older than thirty years of age, the student can appeal to the hardship clause of these regulations (Article 8).
- c. The student must have obtained the diploma of a study programme named in article 2.
- d. If the student is enrolled in more than one master programme at a time, he can only apply for WU funding on the grounds of these regulations if his enrolment for the WU master programme as specified in article 2, is his first enrolment.
- e. The student applies for the WU funding on the grounds of these regulations within six months after the date of the diploma.

## **Article 5      Application Procedure**

- a. The student applies for the WU funding using the application form which is available on internet (> student information). The student submits a copy of the diploma with the application form.
- b. Together with his application form the student also submits a copy of the notification from DUO in which the awarded amounts of Performance study grant are shown concerning the final month of performance study grant the student received.

## **Article 6      Relationship with the Student Financial Support Regulations (FOS) (Profiling Fund)**

Study delay due to circumstances beyond the student's control can still be registered during the period of the foreseen WU funding on the basis of these regulations under the terms of the Student Financial Support Regulations (FOS).

**Article 7 Decisions, Hardship Clause, misuse**

- a. The student counsellors are authorized to decide on applications on behalf of the Executive Board. Also, the student counsellors are s authorized to determine on behalf of the Executive Board whether provisions will be made to support students who fail to meet the terms laid down in these regulations in the case of demonstrable unfairness.
- b. The Executive Board may withdraw financial support or adjust it to the detriment of the person concerned if the claim was incorrectly established and the recipient of the financial support knew or should have known this, or also if he/she abuses these regulations or commits fraud.
- c. In all cases not covered by these regulations, the Executive Board will decide after hearing the recommendation of the student counsellors.

**Article 8 Appeal**

- a. Appeals can be lodged concerning any decision made on the basis of these regulations within six weeks after the decision. Appeals should be addressed to the Executive Board, attn. Student Legal Protection Desk ([legalprotection.students@wur.nl](mailto:legalprotection.students@wur.nl), Legal Affairs Office, Droevendaalsesteeg 4, 6708 PB Wageningen. See student charter > legal protection
- b. Against decisions based on the appeals described in section (a) above, appeals can be lodged within six weeks. Appeals should be addressed to the Board of Appeals in Higher Education (CBHO), Oranjestraat 15, P.O. Box 16137, 2500 BC Den Haag ([www.cbho.nl](http://www.cbho.nl)).

**Article 9 Final provisions**

- a. These regulations have been revised due to the changes in WSF 2000, and the changed regulations have been adopted by the Executive Board in the academic year 2014-2015 after getting approval of the Student Council.
- b. These regulations apply as from the academic year 2015-2016 for all students without study financing cohort guarantee for their master programme. For students with study financing cohort guarantee, the former regulations published in the Student Charter 2014-2015 apply.

**Information and Advice**

Students can turn to the student deans (SSC) with any questions concerning these regulations and how these apply to their particular situation.

### **3. Wageningen University Fellowship Programme: Financial support facility for non-EER students**

#### **Definitions**

- a. Profiling Fund (*Profileringfondsen*): Fund to arrange for specific financial support to students as described in article 7.51 of the Higher Education and Research Act as amended by the so called Wet Versterking Besturing (Staatsblad 2010, 119)
- b. WHW: Wet op het Hoger Onderwijs en Wetenschappelijk Onderzoek (Higher Education and Research Act, Staatsblad 2000, nr. 11 and its successive amendments)
- c. Non-EER students: students with a nationality of countries other than member countries of the EU or Iceland, Norway, Liechtenstein, Switzerland and Surinam.
- d. Tuition fee: institutional tuition fee as described and settled every year in the 'Price Policy' by the Executive Board

#### **A. General**

The Wageningen University Fellowship Programme (WUFP) has been established by the Executive Board in conformity with the 'Wet Versterking Besturing', art. 7.51 concerning the introduction of a Profiling Fund (Profileringfondsen) at Wageningen University.

The WUFP is part of the Profiling Fund of WU and therefore subject to the legal conditions and regulations concerning this Profiling Fund.

The 'Regulations and procedures concerning the WUFP' are established based on art. 7.51, par. 3 and 4 of the WHW and therefore will contain at least rules about start, duration and amount of the financial support.

Every year the Executive Board will determine the budget available for the WUFP. According to art. 2.8 of the WHW, determining the budget is the sole responsibility of the Executive Board. The Student Council has advisory right to this decision.

These 'Regulations' and the policy regarding the Profiling Fund are subject to approval by the Student Council (art. 29 subsection 1 sub c SC Regulations)

#### **B. Objectives**

The WUFP supports the strategy of Wageningen University to attract talented international students from non-EER countries by offering them financial support by means of waiving some or all of the tuition fees.

The WUFP supports the internationalization strategy of Wageningen UR as described in the Strategic Plan and in other internationalization policy documents of Wageningen UR.

#### **C. Budget and budget categories**

The overall budget available for the WUFP will be established by the Executive Board annually and included in the institutional annual budget. The budget will be allocated as a separate budget of the Profiling Fund of Wageningen University. In order to meet the objectives mentioned under B, the following categories will be distinguished:

1. Granting full or partial tuition fee waivers to excellent students from priority countries.
  - a. Top talent students coming from high ranked institutions<sup>2</sup> with a ranking comparable to or higher than WU.
  - b. Selected students from (developing) countries in Africa, Asia and Latin America in combination with co-financing from other donor organizations.
2. Fee arrangements or discounts tailor-made for selected students or programmes
  - a. Selected students graduated at a preferred partner institution of WU.
  - b. Compensation for loss of tuition fee, due to participation in programmes that do not offer full tuition fee coverage but are strategically important to WU (e.g. certain Erasmus Mundus programmes).
  - c. Discount to participants in selected donor programmes.

#### **D. Conditions for financial support**

The WUFP provides financial support to students who do not fulfill the nationality principle as described in art. 7.45 of the WHW, first paragraph, sub c and who are not entitled to Dutch study financing and have to pay the institutional tuition fee. In general this applies to Non-EER students.

The WUFP will only offer financial support to prospective Non-EER students enrolled in one of the accredited Master of Science programmes of WU of which they did not receive a diploma yet and who have not been enrolled in another MSc programme at WU before.

Financial support will be offered by means of waivers only. There will be no payment of a scholarship from Wageningen University. The WUFP support in all cases will be a full or partial waiver to cover some of the tuition fee of an accredited MSc programme at WU for the duration of the studies of the student with a maximum of two subsequent academic years.

For category 1 students (see C.) financial support will be given based on admission of individuals. For category 2 students (see C.) financial support will be given in conformity with the specific arrangements made by the Executive Board.

#### **E. Selection criteria**

In general WUFP waivers will only be granted to talented students within the different categories as mentioned under C. Selection criteria are:

*Selection criteria based on individual quality aspects:*

- Education record (main indicator: GPA > 85%)
- Specific talents: publications, social abilities and experience, work experience
- Motivation for study at WU

*Selection criteria based on strategic aspects:*

- Nationality of priority country (see annex)
- Relation with preferred partner institution
- Coming from high ranked institute (rankings include: THES, Shanghai and specific domain rankings)
- Relation with strategic themes of WU strategic plan
- Perspectives and interest for future PhD study at WU
- Perspectives for contribution to sustainable development and Sustainable Development Goals
- Perspectives to get strategic position after graduation (WU 'ambassador')
- Diversification of nationalities

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<sup>2</sup> World university rankings in the domains of Wageningen UR and general rankings such as Times Higher Education World Universities Rankings or Shanghai Jiao Tong Academic Ranking of World Universities

**In comparison, standard admission requirements for MSc students:**

<http://www.wageningenur.nl/en/Education-Programmes/Student-Service-Centre/Show-SSC/Admission-MSc.htm>

- **a BSc degree (or equivalent) in a field of science relevant to your selected programme**
- **a Grade Point Average (GPA) for this BSc of at least 70% of the maximum grade (please see the WU international credentials evaluation guidelines for specific requirements)**
- **fluency in English, both written and spoken**
- **good skills in mathematics and/or statistics**
- **basic computer skills**

**F. Application and selection procedure**

WUFP does not accept applications directly from students. The MSc programme directors are responsible for identifying and nominating the best candidates from the admitted students.

The Executive Board decides about the waivers, based on advice prepared by a Selection Committee to be appointed by the Executive Board.

Candidates are assessed by the MSc Admission Committees and MSc programme directors of WU, based on the WUFP selection criteria (see E.).

After this first assessment of the candidates, the Selection Committee will formulate an advice regarding the distribution and the size of the tuition fee waivers.

The selected applicants will be informed about the result by the secretariat of the Selection Committee.

Selected applicants will have to send a confirmation that they accept the waiver under the conditions stated in the tuition fee waiver contract and have to sign this contract upon arrival.

Management and administration of the WUFP will be the responsibility of the ER&I Staff Director. The ER&I Staff Director will appoint the secretary of the selection committee.

**G. Amount of waivers**

The size of the waiver depends on the category as mentioned under C.

Category 1: the student will receive a partial or full tuition fee waiver for the duration of the study of the applicant with a maximum of two consecutive academic years.

Category 2: the student will receive a waiver or a discount in accordance with the specific agreement made with the partner institution(s) or in case of a selected (EU) programme, the allocated tuition fee will be used to compensate loss of tuition fee internally/ at central level, incurred by participation in certain (EU) programmes.

The waiver will be granted on the condition that the student is registered as a full-time student at WU and actually has started the study programme in Wageningen and fulfills all other requirements for studying at Wageningen University including all requirements of the necessary visa.

In case a student does not fulfill his/ her financial obligations, no longer meets the nationality requirement as set in definitions (3), accepts another full scholarship, does not register or does not show

up in time, or in case a student has insufficient study progress, the Executive Board has the right to withdraw or amend the waiver.

#### **H. Objection and appeal procedures**

The student may lodge an objection to a decision made on the basis of these regulations with the Executive Board, within six weeks of the date of the decision. The objection should be directed to the Executive Board, attn. Student Legal Protection Desk, Droevendaalsesteeg 4, 6708 PB Wageningen or sent by e-mail directed to the Executive Board and sent to [legalprotection.students@wur.nl](mailto:legalprotection.students@wur.nl).

Within six weeks after the date of the decision regarding an objection referred to in the paragraph before, the student concerned may appeal against the decision to the Board of Appeals in Higher Education, Lange Voorhout, P.O. Box 636, 2501 CP Den Haag ([www.cbho.nl](http://www.cbho.nl)).

#### **I. Duration of the regulations**

These regulations apply for as long as no amendments are made and agreed upon. Any adaptation or change of these regulations are subject to approval by the Student Council.

### **Annex 1 Priority countries for WU Fellowship Program 2014/2015**

#### **Europe non-EU**

Russia  
Turkey

#### **North America**

Canada  
United States

#### **South America**

Brasil  
Chile  
Argentina  
Colombia  
Mexico  
Ecuador

#### **Asia**

India  
Indonesia  
Vietnam  
South Korea  
Malaysia  
Thailand

#### **Africa**

Ethiopia  
Ghana  
Kenya  
Tanzania  
Nigeria  
Mali  
Mozambique

## **4. Sociaal Noodfonds**

Wageningen University's Social Emergency Fund aims to support students in urgent financial need. To qualify for assistance, there must be a situation of urgent, unforeseen, non-structural financial need that is not caused by the student. In principle, an interest-free loan is provided. In some cases, support is given as a gift. This is decided by the selection committee of the Louise O. Fresco Fund. Students who think they qualify for assistance from the Social Emergency Fund should contact the student deans.