

CONTRACT STUDENT EXPLANATION ACADEMIC YEAR 2020/2021

Definition

Student who takes one or more subjects from the regular education programme of Wageningen University but who is not enrolled for a complete study programme. One can enrol as a Contract Student for the subjects as mentioned in the Study Handbook 2020/2021.

Requirements for Enrolment

The requirements for enrolment as a 'Contract Student' are:

- contract students may register for courses/subjects that are part of the regular education programme of Wageningen University. These courses are included in the Study handbook 2020/2021 (<https://ssc.wur.nl/Handbook>).
- For participation in subjects, permission is required from the lecturers concerned.
- written permission from the Examination Committee of Wageningen University is needed to register for TH (thesis) and AMC (academic master cluster) or ACT (Academic Consultancy Training) subjects
- registration for the work form 'Internship' (IN) is not possible
- Please note that some subjects/courses have a set maximum number of participants (see the Study Handbook <https://ssc.wur.nl/Handbook>). For a course with a set maximum number of participants, contract students can only register if places are still available after the application deadline and with the approval of the course coordinator. Please contact the lecturer for further information.
If you would like to do a minor that includes a course with a maximum number of participants, please look for an alternative course. If you have a problem finding an alternative course, please contact the minor coordinator (see: <https://www.wur.nl/en/Education-Programmes/BSc-Minors.htm>)
- Students should have to proof their proficiency in the English language, equal to the level 1 for master admission:
 - HAVO 7;
 - VWO 6;
 - RATER: Listening pass, Reading pass, Writing borderline, Speaking borderline
Only accepted when taken at 'WU Wageningen in'to Languages' (please also see [Wageningen in'to Languages](#)). Note, costs are involved!
 - IELTS: overall grade 6.0 with a minimum sub-score of 6.0 for speaking;
 - TOEFL: internet-based 80 with a minimum sub-score of 20 for speaking;
 - Cambridge Certificate of Advanced English (CAE/C1): score between 169-190;
 - Cambridge First Certificate (FCE/B2): score between 180-230;
 - Cambridge Certificate of Proficiency in English (CPE/C2): score between 180-230;
 - Applicants enrolled at a Dutch University are exempted from submitting an English Proficiency test;
 - Applicants who have completed a fully English taught Bachelor at a Dutch university of applied sciences (HBO) are exempted from submitting an English Proficiency test. However, they are required to upload a signed statement from their institution that the medium of instruction during the complete Bachelor's programme they followed was English.

Fees

For registration as a Contract Student a fee is charged which is based on the number of ECTS credit points per subject. All fees must be paid before enrolment.

On the registration form you can indicate where the invoice should be sent to. After receiving the invoice, you are kindly requested to pay according the instructions on the invoice.

| | | Fees |
|------------------|---|--|
| Contract Student | Student who takes one or more subjects from the regular education programme and is allowed to take the interim examination in the subject(s). | €128,00 per ECTS credit point for WU alumni (Ir, MSc, or PhD) and "picnic PhD candidates"* or €312,00 per ECTS credit point for others |

* Picnic PhD candidate: PhD candidate from another university who, within his or her PhD-track, conducts research at Wageningen University and wants to enrol for education at Wageningen University

Documents

Students who want to enrol as contract student should submit the following documents before the deadline for enrolment (see further below):our

- Contract Student registration form 2020/2021, completed and signed
- Copy of your passport (showing your personal details)
- Proof of Proficiency in the English language
- **Picnic PhD candidates** only: proof that you have been admitted to a PhD programme at another University and work at Wageningen UR

Send the completed and signed registration form plus these documents to:

Wageningen University
Student Service Centre,
FORUM
Droevendaalsesteeg 2
6708 PB Wageningen

or by email to ssc@wur.nl

The Contract Student Registration Form is available at

<https://www.wur.nl/en/Education-Programmes/Student-Service-Centre/Show-SSC/Forms-Student-Service-Centre.htm>

or at the WU Student Desk in the Forum building, Droevendaalsesteeg 2, 6708 PB Wageningen

Opening hours student desk FORUM:

Monday to Thursday: 10.00 – 17.00 hours

Friday: 10.00 - 14:00 hours

Deadlines for enrolment as contract student

| MINOR | DEADLINE FOR ENROLMENT |
|-------------------|------------------------|
| Period 1, 2 and 3 | August 3, 2020 |
| Period 4, 5 and 6 | January 4, 2021 |

| SUBJECTS | DEADLINE FOR ENROLMENT |
|----------|------------------------|
| Period 1 | August 3, 2020 |
| Period 2 | September 14, 2020 |
| Period 3 | November 16, 2020 |
| Period 4 | January 4, 2021 |
| Period 5 | February 1, 2021 |
| Period 6 | April 12, 2021 |

After Enrolment/Registration for Subjects

When enrolled as a 'contract student' at Wageningen University, you will be sent information concerning your WUR account username and password by email. Follow the instructions in the email.

If you have ever previously been given a WUR account, you will not receive these emails. In this case, please contact the IT service desk in FORUM (next to the Student Desk).

PLEASE NOTE: CONTRACT STUDENTS ARE NOT AUTOMATICALLY REGISTERED FOR SUBJECTS.
ONCE ENROLLED AS A CONTRACT STUDENT YOU WILL HAVE TO REGISTER FOR THE REQUIRED SUBJECT(S)
ON <https://ssc.wur.nl/student/>

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