

**"This is a translation. In case of conflict, the Dutch version is leading."**

**ERASMUS UNIVERSITY ROTTERDAM FINANCIAL SUPPORT FUND REGULATIONS**  
as referred to in Article 7.51, Higher Education and Research Act (WHW)

The Executive Board arranges financial support facilities for students based on Article 7.51 of the Higher Education and Research Act (WHW).

The grounds for awarding financial support are as follows:

- 1) illness and other cases of force majeure;
- 2) administrative activities;
- 3) membership of a participation body or a degree programme committee;
- 4) excellence;
- 5) community services or participation in a professional sport.

The Financial Support Fund Regulations ('Regeling Profileringsfonds') lays down the specific conditions and procedures that apply when requesting a grant from the Financial Support Fund.

**Chapter 1 General conditions**

**Article 1.1 Definitions**

In these regulations, these terms are understood as follows:

- a. Student representative grant: financial support provided pursuant to the special circumstances specified in Section 7.51(2)(b) of the Higher Education and Research Act (Wet op het hoger onderwijs en wetenschappelijk onderzoek);
- b. Grant period: the period for which an application may be submitted for a performance-linked student grant, as referred to in chapter 5 of the Student Finance Act 2000 ('Wet studiefinanciering 2000');
- c. Tuition exemption for management/administrative activities: financial support provided pursuant to Section 7.51(3)(a) of the Higher Education and Research Act;
- d. CvB: the Executive Board of Erasmus University Rotterdam;
- e. DUO: the Education Executive Agency ('Dienst Uitvoering Onderwijs'), which is the part of the Ministry of Education, Culture and Science that is responsible for determining the level and the payment of student financing.
- f. EUR: Erasmus University Rotterdam;
- g. Performance-linked grant: the financial support under the Student Finance Act 2000 ('Wet studiefinanciering 2000') can consist of a basic grant, a supplementary grant and the Student Public Transport Chip Card;
- h. Financial Support Fund: the provisions arranged by the Executive Board of Erasmus University Rotterdam under Article 7.51 of the Higher Education and Research Act;
- i. Concurrence: receiving financial support from the Financial Support Fund in one academic year based on more than one chapter of the Erasmus University Rotterdam Financial Support Fund Regulations;
- j. Student Public Transport Chip Card: the travel provision that is part of student financing in accordance with Article 3.7 of the Student Finance Act 2000;
- k. Student financing: the amount received by the student every month in the form of a performance-linked grant from the Education Executive Agency under the Student Finance Act 2000;
- l. Statutory tuition fees: the statutory tuition fees pursuant to Section 7.45(a) of the Higher Education and Research Act;
- m. WHW: the Higher Education and Research Act;
- n. WSF: the Student Finance Act 2000.



### **Article 1.2 General conditions**

1. Financial support from the Financial Support Fund is available for students:
  - a) who are enrolled at EUR for a full-time initial programme of study, for which they owe the statutory tuition fee and for which they have not yet been issued with a degree;
  - b) whose first enrolment (main enrolment) is for the study programme referred to in part (a), for which the student has paid the tuition fee to EUR;
  - c) who have or have had a claim to a performance-linked grant as referred to in Chapter 5 of the WSF in the period referred to in part (a); and
  - d) who comply with the conditions as referred to in Articles 2.1, 3.1, 4.1, 5.1 or 6.1.
2. Contrary to paragraph 1, students who do not comply with the nationality requirement as referred to in Article 7.45a(1)(a) of the WHW are eligible for financial support from the Financial Support Fund:
  - a) if they are enrolled at EUR for a full-time initial programme of study for which they have not yet been issued with a degree;
  - b) if their first enrolment (main enrolment) is for the study programme referred to in part (a), for which the student pays the tuition fee to EUR;
  - c) if they meet the residence requirement, as referred to in Article 7.45a(1) under (b) of the WHW; and
  - d) if they comply with the specific conditions as referred to in Articles 2.1, 3.1, 4.1, 5.1 or 6.1, on the understanding that these students are not covered by the condition stating that they must have or have had a claim to a performance-linked grant as referred to in Chapter 5 of the WSF for the study programme as referred to in part (a).
3. Notwithstanding the first paragraph, a student who does not satisfy the requirement of having paid tuitions fees to EUR may be eligible for financial support pursuant to the Financial Support Fund, provided he/she:
  - a) is not enrolled at EUR or any other institute of higher education;
  - b) would be entitled to a form of student financial assistance as stipulated in Chapter 5 of the WSF if he/she were enrolled at an institute of higher education; and
  - c) satisfies the specific conditions as stipulated in Article 3.1

### **Article 1.3 Items in the Financial Support Fund**

There are various different items in the Financial Support Fund:

- a) Individual grants in special personal circumstances (force majeure);
- b) Grants for administrative activities for student organisations (lump sum);
- c) Individual grants for members of participation bodies and degree programme committees;
- d) Individual grants for excellent non-EEA students;
- e) Individual grants for relevant community services and professional sports people.

## **Chapter 2. Individual grants in special personal circumstances (force majeure)**

### **Article 2.1 Specific conditions**

1. Financial support in the form of 'Individual grants in special personal circumstances (force majeure)' is available to students who:
  - a) fall so far behind in their studies because of special personal circumstances that they are no longer able to sit the final examination before their student grant period expires; and
  - b) submit a study plan, which they have drawn up in consultation with the study advisor for their programme or with a student counsellor, for each period of 6 months of financial support from the Financial Support Fund, if the relevant student supervisor decides accordingly.
2. The special personal circumstances referred to in the first paragraph under (a) are considered to be:
  - a) illness;
  - b) pregnancy and childbirth;
  - c) a physical, sensory or other type of impairment;
  - d) special family circumstances;
  - e) a programme for which completion is insufficiently feasible; and
  - f) being enrolled for a programme that has not been reaccredited and for which no degrees have yet been awarded.

### **Article 2.2 Reporting and application procedure**

1. Students who find themselves in special personal circumstances and who wish to receive financial support as a result must go through a procedure that consists of a 'reporting' and an 'application' element.
2. Students who fall behind in their studies because of a special personal circumstance, or the person authorised to act on their behalf, should report this delay to a student counsellor and/or a study advisor within two months of the start of the circumstances in question. If the circumstance is such that the student or the student's authorised representative is not in a position to report the special circumstance within two months, whether or not the circumstance is reported on time will be judged in the light of the circumstance. Timely reporting is also very important with a view to any subsequent claim for compensation for the fine for studying longer than the set period.
3. A report will not be handled if it is made after 31 December following the study year in which the special circumstance occurred.
4. The application should be made in writing on a form and should be accompanied by the written proof required for the assessment, including any study plans that have been drawn up.
5. The application pursuant to Article 2.1(1) should be submitted no earlier than six months but also no later than three months before the grant period expires.
6. If the application is incomplete, the student will be given the opportunity to provide the missing information within 6 weeks. The report will be considered to have lapsed if it is not completed by the addition of the missing information within this period. The student will be informed accordingly.

### **Article 2.3 Assessment and duration**

1. The Executive Board assesses to what extent the special circumstance is delaying the student's studies and having a negative effect as regards the student's financing. The Executive Board determines the duration of the financial support on that basis
2. and then informs the student in writing of its decision.

### **Article 2.4 Start**

1. The financial support starts from the date when the student is no longer in the performance-linked grant period, which includes the extension of that period under Article 5.6 of the WSF. It is the student's responsibility to report the end of the performance-linked grant.

2. Contrary to the first paragraph, the student can request that the financial support be paid later, on the understanding that later payment will begin no later than one year after the student's enrolment ends.

#### **Article 2.5 Level of support**

1. The level of financial support is equal to the level of the last basic grant received plus any supplementary grant.
2. The student must submit the communications from DUO that are needed to determine the level of the financial support.
3. If the information is incomplete, the student will be given the opportunity to provide the necessary information within 6 weeks. If the information is not provided within this period, the request for payment is considered to have lapsed. The student will be informed accordingly.
4. Contrary to the first paragraph, a lump sum amount equal to the basic grant for students living away from home will apply for the students referred to in Article 1.2(2).
5. As regards possible concurrent sources of support, the total support can never amount to more than 12 months of basic grant plus any supplementary grant.

#### **Article 2.6 Claim for financing from the Financial Support Fund based on special personal circumstances at another research university or university of applied sciences**

1. If a student took an initial course of study at another government-funded higher education institution and was awarded financial support because of special financial circumstances as referred to in Article 2.1(2) by the Executive Board of that institution but did not receive that support, the Executive Board of Erasmus University Rotterdam will in principle honour this claim. The duration of the award will be reset based on the Erasmus University Rotterdam rules concerning the Financial Support Fund. The student must submit a copy of the decision by the Executive Board of the other research university or university of applied sciences awarding the support, as well as a declaration from that Executive Board stating that the support was not paid.
2. If a student took an initial course of study at another government-funded higher education institution and would have obtained financial support because of special financial circumstances as referred to in Article 2.1(2) from the Executive Board of that institution if he or she had submitted a request accordingly, his or her application to the Executive Board of Erasmus University Rotterdam will be considered based on the Erasmus University Rotterdam regulations governing the Financial Support Fund. The student must submit a declaration by the Executive Board of the other research university or university of applied sciences stating that the support was not requested at that institution.

### **Chapter 3 Administrative grants for student organisations (lump sum)**

#### **Article 3.1 Specific conditions**

1. Financial support in the form of 'Administrative grants for student organisations (lump sum)' is available to students who:
  - a) occupy an administrative position in a student organisation designated by the Executive Board in accordance with the procedure set out in Section 2 of Appendix 1 to these regulations, 'Determination of the number of months of grant for administrative activities'. Student organisations designated by the Executive Board include student societies, study programme and faculty associations and student sports associations; and
  - b) can submit positive binding study advice if still a bachelor student.
2. To be eligible for financial support from the item 'Student representative grant for student organisations (lump sum)', persons must:
  - a) hold a full-time management/administration position in a student organisation designated by the Executive Board;



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- b) have been enrolled as a full-time student in a EUR programme in the previous academic year, for which he/she owed the statutory tuition fees to EUR and for which no qualification has yet been conferred; and
- c) have signed the Erasmus University Rotterdam Tuition Exemption for Management/Administrative Activities agreement (Overeenkomst 'Collegegeldvrij besturen Erasmus Universiteit Rotterdam').

#### **Article 3.2 Application procedure**

1. Student organisations designated by the Executive Board must request the administrative grants for a particular study year before 1 December of that year at the latest. If there is a properly substantiated reason for deviating from that date, a student organisation can submit a request accordingly and a new date can be agreed.
2. The application should be made in writing on a form and should be accompanied by the appendices required for the assessment.
3. If the application is incomplete, the student organisation will be given the opportunity to provide the missing information within 6 weeks. If the missing information is not added to the application within this period, the application will be considered to have lapsed and the student organisation will receive no administrative grants for the study year in question. The student organisation will be informed accordingly.

#### **Article 3.3 Start of support and payments**

1. The financial support will start retrospectively from 1 September of the study year in question. Payments will start once the application has been processed.
2. If there is a properly substantiated reason to deviate from the first paragraph, a student organisation can submit a request to so to the Executive Board.

#### **Article 3.4 Number of months of grant for administrative activities**

1. Financial support in the form of a number of months of grant for administrative activities is determined in accordance with the criteria laid down in Appendix 1 'Determination of the number of months of grant for administrative activities'.
2. If there is a properly substantiated reason to deviate from the first paragraph, a student organisation can submit a request to so to the Executive Board.

#### **Article 3.5 Level of support**

1. The amount transferred to the student organisation is based on the number of months of grant for administrative activities allocated to the student organisation in accordance with Appendix 1 'Determination of the number of months of a grant for administrative activities' and the monthly level of student financing received by the members of the organisation's board.
2. The size of the amount allocated to an individual board member depends on the distribution system established by the student organisation as part of the grant application, as referred to in Article 3.2(2).
3. For that reason, a student can never receive more than 12 months of grant in a study year. In the event of concurrent sources of financing, the student can never receive more than 12 months of grant in a study year.
4. For a student in the grant period of his or her student financing, a month's grant consists of:
  - a) the basic grant;
  - b) a fee for the Student Public Transport Card, if it can be demonstrated that the card has been surrendered;
  - c) the amount of the supplementary grant for students who are awarded a supplementary grant by DUO.
5. A month's grant consists of a lump sum in the amount of the basic grant for students living away from home in the case of the students referred to in Article 1.2(2) and students who were certainly able previously to apply for a performance grant but are unable to apply for a performance grant during the period of financial support from the Financial Support Fund.
6. One month of grant for the student, as stipulated in Article 1.2(3), consists of a flat-rate amount equal to the basic student grant for students who are not living with their parents.

#### **Article 3.6 Exclusion of a student organisation from financial support**

1. The Executive Board can suspend or terminate the financial support for a student organisation with immediate effect if the organisation or a member thereof behaves in a socially unacceptable way or otherwise harms the good name of the university. This sanction is only possible in the case of actions for which the board of the student organisation is responsible and for which it can therefore be called to account.
2. The sanction is only applied in the event of repeated transgression and following a prior warning. The Executive Board will give the board of the student organisation an opportunity to be heard before taking its decision.

### **Chapter 4 Individual grants for members of participation bodies and degree programme committees**

#### **Article 4.1 Specific conditions**

Financial support in terms of 'Individual grants for members of participation bodies and degree programme committees' is available to students who:

- a) are members (which includes the Chair) of the University Council, a faculty council or the equivalent of the faculty council at the IBMG or the Erasmus MC, or a degree programme committee, and
- b) can submit positive binding study advice (unless the student is a first-year student and a member of a degree programme committee).

#### **Article 4.2 Application procedure**

1. A student who is a member of a participation body or a degree programme committee must apply for his or her grant before 1 December of the study year to which the grant applies. If there is a properly substantiated reason for deviating from that date, the student can submit a request accordingly and a new date can be agreed.
2. The application should be made in writing on a form and should be accompanied by the written proof required for the assessment.

3. If the application is incomplete, the applicant will be given the opportunity to provide the information required within a 6-week period. If the missing information is not provided by this deadline, the application will be considered to have lapsed and the student member of a participation body or degree programme committee will receive no grant for administrative purposes for the study year concerned. The applicant will be informed accordingly.

#### **Article 4.3 Start of support and payments**

1. The financial support starts retrospectively from 1 September of the study year concerned.
2. Payments begin once the application has been processed and also - in the case of a member of the University Council - after processing of the information from the clerk of the University Council about the extent of participation based on the applicable absence regulations.
3. If there is a properly substantiated reason to deviate from the first paragraph, a student can submit a request to so to the Executive Board.

#### **Article 4.4 Number of months of grant for administrative activities**

1. Financial support in the form of a number of months of grant for administrative activities is determined in accordance with the criteria laid down in Appendix 1 'Determination of the number of months of grant for administrative activities'.
2. If there is a properly substantiated reason to deviate from the first paragraph, a student can submit a request to so to the Executive Board.

#### **Article 4.5 Level of support**

1. The amount transferred to the student's account depends on the number of months of grant awarded to a member of the relevant participation body or the degree programme committee and the level of the student financing. The number of months of grant is determined in accordance with the criteria laid down in Appendix 1 'Determination of the number of months of grant for administrative activities'.
2. For that reason, a student can never receive more than 12 months of grant in a study year. In the event of concurrent sources of financing, the student can never receive more than 12 months of grant in a study year.
3. For a student in the grant period of his or her student financing, a month's grant consists of:
  - a) the basic grant;
  - b) a fee for the Student Public Transport Card, if it can be demonstrated that the card has been surrendered;
  - c) the amount of the supplementary performance grant for those who have been awarded a supplementary performance grant by DUO.
4. A month's grant consists of a lump sum in the amount of the basic grant for students living away from home in the case of the students referred to in Article 1.2(2) and students who were certainly able previously to apply for a performance grant but are unable to apply for a performance grant during the period of financial support from the Financial Support Fund.

### **Chapter 5 Individual grants for excellent non-EEA students**

#### **Article 5.1 Specific conditions**

Financial support in the form of 'Individual grants for excellent non-EEA students' is available to people who:

- a) are forthcoming or current students on a full-time initial study programme and according to the faculty rules are entitled to apply;
- b) are nationals of a non-EEA country;
- c) have demonstrated excellence in their prior education as described in Section 2 of Appendix 2 to these regulations, 'Awarding individual grants to excellent non-EEA students'.

#### **Article 5.2 Application procedure**

Forthcoming or current students who are entitled under the faculty rules should submit their application for an individual grant in a timely manner as described in the faculty rules.

#### **Article 5.3 Assessment**

The faculty awards committee assesses the application and informs the candidate about the result.

#### **Article 5.4 Amount and payment**

The institution's tuition fee owed by the student for the forthcoming academic year will be reduced to no less than the statutory tuition fees. Forthcoming or current students who have received an individual grant will not receive any money.

### **Chapter 6 Individual grants for relevant community services and professional sports people**

#### **Article 6.1 Specific conditions**

Financial support in the form of 'Individual grants for relevant community services and professional sports people' is available to students who:

- a) undertake community services that are relevant to EUR and have not yet received a subsidy for those services from EUR or third parties; or
- b) play a sport professionally and can demonstrate their level by means of a classification in accordance with the professional sports policy of the NOC\*NSF (Dutch Olympic Committee/Dutch Sports Federation). The basic requirement is that the student has been awarded A-, B-, or High Potential status by the NOC\*NSF. If the student does not hold one of those classifications, he or she must demonstrate his or her level in professional sport in a different way; and
- c) can submit positive binding study advice.

#### **Article 6.2 Application procedure**

1. Students who undertake the community services or play sport professionally can submit an application before 1 September for a grant for the activities undertaken in the previous study year.
2. The application should be made in writing on a form and should be accompanied by the written proof required for the assessment.
3. If the application is incomplete, the student will be given the opportunity to provide the missing information within 6 weeks. If the missing information is not provided within this period, the application is considered to have lapsed and the student will not receive a grant for the study year concerned. The student will be informed accordingly.

#### **Article 6.3 Assessment**

1. In the case of a community service, the Executive Board assesses the extent to which the service has delayed the student's studies and has a negative impact on the student's financing. The Executive Board also assesses the extent to which the community service is relevant for EUR.
2. In the case of professional sports people without an NOC\*NSF classification, the Executive Board will assess at what level they are competing in professional sport.

#### **Article 6.4 Start, duration and payment**

1. The financial support starts with retroactive effect on the latest submission date for the application. The latest submission date is 1 September every year.
2. The support will be paid once the application has been approved. The entire amount will be paid out as a lump sum.
3. If there is a properly substantiated reason to deviate from the first paragraph, a student can submit a request to do so to the Executive Board.

#### **Article 6.5 Level of support**

1. The Executive Board determines the number of months of grant that will comprise the financial support, depending on the amount of time taken up and the relevance of the community service for EUR, or depending on the student's level as a professional sports person as shown by NOC\*NSF documents.
2. Students can receive up to 6 months of grant per study year for relevant community services or because of their status as a professional sports person. In the event of concurrent sources of financing, the student can never receive more than 12 months of grant in a study year.
3. For a student in the grant period of his or her student financing, a month's grant consists of:
  - a) the basic grant;
  - b) the amount of the supplementary grant for students who are awarded a supplementary grant by DUO.
4. A month's grant consists of a lump sum in the amount of the basic grant for students living away from home in the case of the students referred to in Article 1.2(2) and students who were certainly able previously to apply for a performance grant but are unable to apply for a performance grant during the period of financial support from the Financial Support Fund.

#### **Chapter 7 Mandates**

##### **Article 7.1 Student Support Committee**

1. The Executive Board appoints the members of the Student Support Committee, which consists of at least a counsellor as chair and an employee from the Legal Affairs Department of the General Management Directorate (ABD) as deputy.
2. The Executive Board tasks the Student Support Committee with implementing the following items from the Financial Support Fund:
  - a) Individual grants in the event of special personal circumstances (force majeure);
  - b) Grants for administrative activities for student organisations (lump sum);
  - c) Individual grants for members of participation bodies and degree programme committees;
3. The Committee receives administrative support from the secretariat of the Shared Service Centre of Education, Research and Student Affairs ('Shared Service Centre Onderwijs, Onderzoek en Studentenzaken').
4. The Executive Board mandates the Chair of the Student Support Committee to take decisions and sign positive rulings, with a sub-mandate issued in the absence of the Chair - or if there is no Chair - to the Deputy Chair of the Student Support Committee.
5. The Executive Board mandates the Director of the Shared Service Centre of Education, Research and Student Affairs ('Shared Service centre Onderwijs, Onderzoek en Studentenzaken') to sign rulings rejecting an application.

##### **Article 7.2 Community Services and Professional Sports Committee**

1. The Executive Board appoints the members of the Community Services and Professional Sports Committee. This Committee consists of at least a Chair and a Deputy Chair. The director of Erasmus Sport and one of the student counsellors are members of this committee.
2. The Executive Board tasks the Community Services and Professional Sports Committee with implementing the item 'Individual grants for relevant community services and professional sports people' from the Financial Support Fund.
3. The Committee receives administrative support from the secretariat of the Shared Service Centre of Education, Research and Student Affairs ('Shared Service Centre Onderwijs, Onderzoek en Studentenzaken').
4. The Executive Board mandates the Chair of the Community Services and Professional Sports Committee to take decisions and sign positive rulings, with a sub-mandate issued in the absence of the Chair - or if there is no Chair - to the Deputy Chair of the Committee.

5. The Executive Board mandates the Director of the Shared Service Centre of Education, Research and Student Affairs ('Shared Service centre Onderwijs, Onderzoek en Studentenzaken') to sign rulings rejecting an application.

## **Chapter 8 Final provisions**

### **Article 8.1 Hardship clause**

Where applicable, the Executive Board can grant a request for financial support for reasons other than the special circumstances described in the previous chapters, if not granting the request would result in a case of extreme unfairness.

### **Article 8.2 Entry into force and transitional rules**

1. The Financial Support Fund Regulations ('Regeling Profileringsfonds') will take effect as of 1 September 2011.
2. Notwithstanding the first paragraph, Chapter 5 will take effect on 1 January 2012.
3. Notwithstanding the first paragraph, the following will take effect on 1 September 2012:
  - a) Article 1.2(3);
  - b) Article 3.1(1)(b) and Article 3.1(2);
  - c) Article 3.5(6);
  - d) Article 4.1(b); and
  - e) Chapter 6.
4. Notwithstanding the first paragraph, article 7.1 and 7.2 will take effect on 1 January 2013.
5. Students who are members of the board of a student organisation or members of a participation body in the 2011-2012 study year will only be eligible for a grant for administrative activities if they have obtained temporary positive binding study advice. This obligation does not apply to first-year students who are members of a degree programme committee.

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<b>Date of adoption by the Executive Board of the changes regarding the individual grants for non-EEA students and the compensation for the fine for exceeding the set study limit.</b>	29 March 2012 (1836.16)
<b>Date of the OO&amp;S Committee recommendation to the University Council to approve the changes regarding the individual grants for non-EEA students and the compensation for the fine imposed for exceeding the set study limit.</b>	10 April 2012
<b>Date of approval by the University Council of the changes regarding the individual grants for non-EEA students and the compensation for the fine imposed for exceeding the set study period.</b>	24 April 2012
<b>Date of adoption by the Executive Board of the changes regarding compensation of the penalty for exceeding the specified course duration for part-time students and the tuition exemption for management/administrative activities</b>	28 June 2012 (1847.4)
<b>Date of the OO&amp;S Committee recommendation to the University Council to approve the changes regarding compensation of the penalty for exceeding the specified course duration for part-time students and the tuition exemption for management/administrative activities</b>	28 August 2012
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## Appendix 1

### ‘Determination of the number of months of grant for administrative activities’

This document is an appendix to the Financial Support Fund Regulations ('Regeling Profileringsfonds'). The document explains the criteria used to determine the number of months of grant awarded to members of participation bodies and degree programme committees and to student organisations.

#### 1. Positions in participation bodies and on the Board of Erasmus Sport

##### Number of months of grant per body:

Membership of the University Council	9 months
Membership of the Faculty Advisory Board	3 months
Membership of a Degree Programme Committee	3 months
Membership of the Board of Erasmus Sport	2 months

The numbers in the above table apply if the position is held for 12 months. If the position is held for a shorter period of time, the number of months of grant is reduced on a pro rata basis.

The number of months of grant ultimately awarded for membership of the University Council depends on participation as laid down in the current absence regulations.

#### 2. Student organisations with full legal capacity

##### 2.1. General

Student organisations with full legal capacity are divided into four groups for the purposes of allocating a particular number of months of grant to the organisation:

- Student societies. Whether or not an association belongs to this category is determined by the Executive Board which bases its decision on whether the association's main purpose is to organise social events, whether it manages a building for that purpose and whether it runs a members' club;
- Faculty associations and other organisations of some size that complement the education provided;
- Organisations involved with student sports; and
- Other student organisations.

A student organisation that falls into a particular category of organisations cannot be awarded any months of grant in a different category.

Student organisations are expected to provide information, at the request of the Executive Board, regarding aims, activities and size, for example.

##### 2.2. Student societies

The number of months of grant made available depends on the scope of the student organisation concerned in terms of the number of students from Erasmus University Rotterdam who are a member of the organisation in question. The following graduated system is used:

Number of members enrolled as a student at EUR	Maximum number of months of grant
≥ 75 and < 200	36
≥ 200 and < 400	63
≥ 400 and < 600	77
≥ 600	90

New organisations are subject to a threshold of 100 members who are enrolled as students at Erasmus University Rotterdam. There is a safety net for the current small organisations: if they do not have the required membership of 75 students enrolled at EUR, they retain their quota of 36 months of grant for a maximum of three years.

*Determination of the number of months of grant*

- Every year, before 1 June, the association tells the Executive Board how many of its members are enrolled as students at EUR, including the necessary written evidence if asked to do so. The number is calculated as a three-year average. The number for the 2011-2012 study year is the average of the association years 2008-2009, 2009-2010 and 2010-2011.
- Based on this information, the Executive Board determines the number of months of grant per organisation and informs all of the organisations involved before 15 July.
- The number of months of grant for administrative activities calculated in the above manner is also allocated to the organisation in the two study years following the year in which the number is determined. The number of months of grant is recalculated for the study years 2014-2015, 2015-2016 and 2016-2017 based on the three-year average for 2011-2012, 2012-2013 and 2013-2014.

2.3. Faculty associations and other organisations that complement the education provided

The university determines the number of months of grant per faculty once every three years as follows:

< 2000 enrolled students:	4.5 months of grant per 100 students
≥ 2000 enrolled students:	90 months of grant for the first 2000 students and 3 months more for every 100 additional students

*Determination of the number of months of grant*

The number of enrolled students is calculated as a sliding three-year average of the number stated in the university's annual report. The number for the 2011 study year is the average of the enrolment numbers according to the counts of 1 October 2008, 2009 and 2010 as stated in the university's annual report.

- In the year in which the number of months is determined, the faculty sends a proposal for distribution of the number of months of grant among the faculty student organisations for the forthcoming study year to the Executive Board before 1 June. A faculty is allowed to award months of grant to organisations that complement the education provided in related courses, programmes or specialisations that are based in a different faculty.
- Based on the proposal, the Executive Board determines the definitive distribution of the number of months of grant among the student organisations and informs the organisations concerned before 15 July.
- The number of months of grant calculated in this way is also awarded to the organisation in the two study years following the year in which the number is determined, unless the faculty decides otherwise. The number of months of grant is recalculated for the study years 2014-2015, 2015-2016 and 2016-2017 based on the three-year average for 2011-2012, 2012-2013 en 2013-2014.
- If the faculty so wishes, it can make extra months of grant available on its own account.

#### 2.4. Organisations involved with student sports

The university determines a number of months of grant once every three years for the organisations involved with student sports: three months of grant per 100 sport cards sold to EUR students.

##### *Determination of the number of months of grant*

The number of sports cards sold is the sliding three-year average of the numbers stated in the Erasmus Sport Annual Report. For 2011, the figure is the average of 2008, 2009 and 2010.

- Erasmus Sport sends a proposal for the distribution of the number of months of grant among the sports organisations for the coming academic year to the Executive Board before 1 June.
- Based on the proposal, the Executive Board determines the definitive distribution of the number of months of grant among the student organisations and informs the organisations concerned before 15 July.
- The number of months of grant calculated in this way is also awarded to the organisation in the two study years following the year in which the number is determined. The number of months of grant is recalculated for the study years 2014-2015, 2015-2016 and 2016-2017 based on the three-year average for 2011-2012, 2012-2013 and 2013-2014.

#### 2.5. Other student organisations

The Executive Board can give other student organisations the right to financial support from the Financial Support Fund if a sufficient number of Erasmus University Rotterdam students are members and activities are organised for the students of this university. The same membership numbers apply to these organisations as to student societies with approximately half the number of months of grant, because these organisations do not need to manage a building or run a members' club.

<b>Number of members enrolled as a student at EUR</b>	<b>Maximum number of months of grant</b>
≥ 75 and < 200	18
≥ 200 and < 400	32
≥ 400 and < 600	39
≥ 600	45

A new organisation is subject to a threshold of 100 students. There is a safety net for the small organisations: if they do not have the required membership of 75 students enrolled at EUR, they retain the quota of 18 months of grant for a maximum of three years.

##### *Determination of the number of months of grant*

- Every year, before 1 June, the association tells the Executive Board how many of its members are enrolled as students at EUR, including the necessary written evidence if asked to do so. The number is calculated as a three-year average. The number for the 2011-2012 study year is the average of the association years 2008-2009, 2009-2010 and 2010-2011.
- Based on this information, the Executive Board determines the number of months of grant per organisation and informs all of the organisations involved before 15 July.
- The number of months of grant calculated in this way is also awarded to the organisation in the two study years following the year in which the number is determined. The number of months of grant is recalculated for the study years 2014-2015, 2015-2016 and 2016-2017 based on the three-year average for 2011-2012, 2012-2013 en 2013-2014.

### **3. Administrative activities or community services partly in the interests of the institution or the education provided**

The Executive Board can award financial support to student organisations or individual students on an incidental or structural basis under the Financial Support Fund for administrative activities or

community services that it believes are in the interests of the institution or the study programme being taken by the student. The structural support is given to student organisations without full legal capacity or that have the legal form of a foundation ('stichting'), or to organisations whose activities are extremely important to the university, but that cannot be classified in one of the categories described above in Chapter 2.

At the time when the Financial Support Fund Regulations ('Regeling Profileringsfonds') were adopted, the following organisations were receiving months of grant for administrative activities on a structural basis:

<b>I Organisation</b>	<b>Maximum number of months of grant</b>
AEGEE Rotterdam	18
AIESEC Rotterdam	63
ENACTUS ERASMUS	25
ESN Rotterdam	60
GreenEUR	60
IFMSA Rotterdam	9
IFMSA Nederland	12
Integrand Rotterdam	44
RKvV	21
Stola	9
Stukafest	15
UniPartners	12 (up to 1 September 2012)

## **II KASEUR associations and KASEUR Committee**

The associations that were full members participating in the activities of the University Committee of Ethnic Minority Students at EUR on 30 November 2009 are considered KASEUR associations. These associations are:

ARIA  
 ASAH  
 Avi Cenna  
 CSA  
 Iqra  
 Mozaik  
 PPI.

The small associations receive 12 months of grant per board per year. The larger associations are covered by the regulations stated under 2.5 for 'Other student organisations'.

KASEUR - in its capacity as the University Committee of Ethnic Minority Students at EUR - was disbanded with effect from 1 December 2009. Based on the example of Rotterdam's Chamber of Associations, the consultation platform was then converted into 'Foundation KASEUR, partnership of the multicultural student associations of Erasmus University Rotterdam'. De KASEUR Committee is the overarching executive body of this partnership of multicultural student associations. The Committee receives 24 months of grant on an annual basis.

The Executive Board decides whether a multicultural student organisation is one of the KASEUR associations.



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**“This is a translation. In case of conflict, the Dutch version is leading.”**

## **Appendix 2**

### **‘Awarding of individual grants to excellent non-EEA students’**

This document is an appendix to the Financial Support Fund Regulations ('Regeling Profileringsfonds'). It describes the factors that play a role in the awarding of individual grants to excellent non-EEA students. The grants are waivers and are paid partly by the Faculty and the Financial Support Fund.

#### **1. Award conditions**

The student must comply with the following conditions:

- the general conditions laid down in Article 1.2(2) of the Financial Support Fund Regulations ('Regeling Profileringsfonds'), whereby new students must be enrolled and compliant with the residence requirement as of 1 September at the latest of the academic year for which they request a grant;
- the specific conditions laid down in Article 5.1 of the Financial Support Fund Regulations;
- the conditions laid down in the faculty regulations 'Awarding individual grants to excellent non-EEA students' ('Toekennen individuele beurzen excellente niet-EER studenten'), including the requirement that the student must have achieved excellent study results in their prior education.

#### **2. Excellence**

'Excellent study results' means an average final result of at least 8.0 or the equivalent in the student's prior education.

'Prior education' means the following:

- for a new bachelor student: secondary education abroad;
- for a current EUR bachelor student: the immediately preceding bachelor year;
- for a new master student: the preceding bachelor degree abroad;
- for a new master student who took his or her bachelor degree at EUR: the EUR bachelor degree;
- for a current EUR research master student: the immediately preceding master year.

#### **3. Faculty regulations**

The faculties award an individual grant to excellent non-EEA students based on faculty regulations.

The faculty regulations include in any event:

- which category or categories of students are eligible for an individual grant: new bachelor and/or new master and/or current bachelor and/or current master students;
- any supplementary conditions that also apply in addition to the excellence criterion;
- how to apply for an individual grant and what enclosures must be included with the application;
- the deadline for submission of an application for an individual grant;
- the composition of the assessment committee;
- the deadline for the assessment committee to inform the interested party about its decision regarding the application;
- how the student or forthcoming student must indicate that he or she will use the individual grant offered.

The faculty regulations must not contradict Article 1.2(2) or Article 5.1 of the Erasmus University Rotterdam Financial Support Fund Regulations ('Regeling Profileringsfonds Erasmus Universiteit Rotterdam'). As soon as the decision has been taken, the student has accepted the grant and the

student has been admitted, the faculty will submit the file on the student/forthcoming student to the Shared Service Centre Academic Affairs (SSC OO&S) secretariat.

In any event, the file will contain:

- a copy of the student's application for an individual grant with the accompanying appendices;
- a copy of the faculty assessment committee's decision;
- a copy of the student's acceptance;
- a copy of the decision to admit in the case of a new student.

The secretariat of the SSC OO&S checks that the file is complete, monitors the budget per faculty and works with Student Administration to arrange the student's enrolment with an individual grant on the grounds of excellence for the institution's tuition fee reduced to the statutory amount. Once the enrolment process is complete, the SSC OO&S secretariat arranges for half of the waiver awarded to be made payable to the faculty.

The faculty informs the Executive Board annually, on 1 May at the latest, for the attention of the coordinator of the SSC OO&S secretariat, how the scheme has been implemented and what portion of the faculty's drawing right will not be needed.

#### **4. Determination of faculty drawing rights**

The Executive Board determines faculty drawing rights based on:

- the average number of non-EEA students per faculty over three academic years as recorded in the VSNU/CBS file '1cijferHO';
- an adjustment of this result for start-up study programmes and programmes that are systematically small.

The drawing rights in 2012-2013 and 2013-2014 were determined based on the '1cijferHO' file for 2011. The drawing rights for 2014-2015 and the two subsequent academic years will be calculated once again based on the three-year average over 2011-2012, 2012-2013 and 2013-2014 as recorded in the '1cijferHO' file for 2014.



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