Enrolment Regulations 2021-2022 for the Ad, bachelor's and master's programmes

Regulations on application, enrolment, re-enrolment and deregistration for the academic year 2021-2022

Adopted on 31 August 2021. This is the English version of the «Inschrijvingsreglement 2021-2022 voor de Ad-, bachelor- en masteropleidingen van de Academie Engineering en Automotive»; in case of differences the Dutch text prevails.

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INTRODUCTION

These regulations contain the rules on application, enrolment, re-enrolment and deregistration that apply to the Associate degree, bachelor's and master's programmes of the School of Engineering and Automotive of HAN University of Applied Sciences for the academic year 2021-2022. They do not apply to applicants for post-graduate programmes, courses and non-funded master's programmes; their rules are in the general terms and conditions of their agreement. Key principles:

- Requests for application, re-enrolment and deregistration are always made via Studielink (www.studielink.nl).
- To be enrolled, the applicant must meet the prior-education requirements (chapter 2).
- Applicants for the first year of a bachelor's or Associate degree programme who apply by 1 May must take part in the study choice check. Its outcome does not affect the possibility to enrol.
- Applicants who apply after 1 May and no later than 15 August 2021 must also take part in the study choice check; this also applies to February starters. If the study choice advice is negative, enrolment is not possible (chapter 3).
- Special admission rules apply to programmes with a numerus fixus or additional requirements (chapters 4 and 5).
- An applicant starting in September must meet all enrolment and admission conditions, including the payment conditions, no later than 31 August; for February starters the deadline is 31 January.

These regulations consist of rules that apply to all HAN programmes and rules that apply only to the programmes of the School of Engineering and Automotive. Programmes may not deviate from the general rules; rules that do not apply to a programme may be marked «not applicable».

1. DEFINITIONS

- **Applicant**: a person who considers applying, or has applied, for a HAN programme and whose enrolment has not yet been completed.

- **Application**: a request for enrolment in a HAN programme.
- **Dean**: the person appointed to lead a school (academy) of HAN.
- **Executive Board**: the governing board of HAN.
- **Examination Appeals Board**: the board referred to in article 7.60 of the Higher Education and Research Act (WHW).
- **Studielink**: the national system for application and enrolment in Dutch higher education.

2. ADMISSION REQUIREMENTS

Admissible to a bachelor's or Associate degree programme is anyone who holds a havo or vwo diploma or an mbo diploma at level 4. Subject and profile requirements per programme are published on the programme page; for the engineering and automotive programmes mathematics and physics are generally required. Applicants who miss a subject can take a deficiency test. Applicants aged 21 or older without the required diploma can take the 21+ entrance examination (article 7.29 WHW). For the English-taught programmes, applicants show a sufficient command of English as stated on the programme page, and holders of a foreign diploma have it evaluated for equivalence.

3. STUDY CHOICE CHECK

The study choice check consists of a questionnaire and a matching activity organised by the programme, and ends with a study choice advice. For applications by 1 May the advice is not binding; for applications after 1 May a negative advice means that enrolment is not possible.

4. PROGRAMMES WITH A NUMERUS FIXUS

Not applicable to the programmes of the School of Engineering and Automotive in 2021-2022.

5. PROGRAMMES WITH ADDITIONAL REQUIREMENTS

Not applicable, unless stated otherwise on the programme page.

6. ADMISSION TO A MASTER'S PROGRAMME

Admission to the master's programme Engineering Systems requires a relevant bachelor's degree and an admission procedure in which the admission committee assesses whether the applicant meets the requirements set out in the degree statute and examination regulations.

7. TUITION FEES

Students pay tuition fees. Those who meet the conditions of article 7.45 WHW pay the statutory fee; others pay the institutional fee. The amounts for 2021-2022 and the payment options (in one instalment or in monthly instalments by direct debit) are published on the HAN website. Rules for refunds on deregistration during the year apply as described by HAN.

8. RE-ENROLMENT AND DEREGISTRATION

Students who continue their studies re-enrol via Studielink before 1 September. Enrolment ends at the student's request via Studielink (as of the first day of the following month), on obtaining the degree, after a binding negative study advice, or when the payment obligation is not met.

9. COMPLAINTS AND OBJECTIONS

An (prospective) student may lodge an objection to a decision taken under these regulations with HAN's Complaints and Disputes Office within six weeks of the date of the decision. The procedure is set out in the HAN Student Charter.

Questions about application and enrolment: Admissions Office HAN – admission@han.nl.