Handout Studielink

For your registration at the university of Groningen, you need to register via our nationwide registration system Studielink. Below you will find a detailed instruction on how to proceed.

Step 1: Go the website and set the language

Go to www.rug.studielink.nl.
Now you are on the welcome page of Studielink
In order to register for one of our programmes, you need to use this registration system. Below you will find detailed information about the procedure.

Please click the English flag in the upper right corner of the login screen.

The language is now changed to English.

Step 2: Create your own account

You can create an account by clicking ‘apply for username and password.

After clicking in this, you can create your own account.
You should now fill in your details and think of a username. Please make sure you insert your personal details according to your passport or ID card.
Tick the box ‘I have read and approved the general conditions’ and press the button ‘confirm’.

Step 3: Log in with your new account and change your password.

After clicking on the confirm button, you will be notified that your password and username have been sent to your email address. As these are automated messages, please do check your spambox/junkmail folder, as these messages might end up there. Click the green button ‘go to the login page’.

Now you will return to the front page of Studielink. Now you can log in, by clickin on the button ‘log in via Studielink’.
You will now have to change your password into your own. Please be aware that it should hold at least one digit and one letter. Press the green button ‘confirm’.

**Step 4: Fill out details about your previous education**

Click the green button ‘add previous education’.

You can now fill in the details of your previous education.

Please note: The expected date of graduation can only be filled in by using the inserted calendar, which pops up when you click the box.

When finished filling out the details, click on confirm’
Then click on the button *Go to my Studielink page.*
Click on *Enrollment application*

**Step 5: Choose your study programme**

Fill in the details of your enrolment application. Choose the ‘Rijksuniversiteit Groningen’ as place to study, as that is the official Dutch name for our university. Then choose your programme from the dropdown list that appears under ‘Study programme name’.
Then fill in the name of your study programme and press the green button ‘confirm’. Once you have filled in the details of your programme, the screen changes, like below. You will now have to confirm the starting date by clicking the green button.
Check the enrolment details, tick the box ‘I confirm that I wish to enroll in this study programme’ and press the green button ‘confirm’.

This will lead to a page like below. You can now print your application details by clicking the button ‘print form’ or return to your main page in Studielink by clicking the green button ‘Go to "My Studielink” page’.

You will now be returned to your main page in Studielink, where you can find all Studielink messages that were also sent to your email address, your application, your previous education and your details. You can always change all of these, except the message of course, by clicking on the underlined items.