Congratulations on being admitted to study at the University of Groningen. Deciding to study away from home is an exciting experience and we know that you will have many questions about what to do next. This guide has answers to some of those questions and contains information that should be useful as you plan your arrival at the University.
Using this guide

This Guide will inform you to read about the steps you should take from when you receive your letter of admission to arriving in Groningen.

When you arrive in Groningen, you will be provided with a Welcome to Groningen Handbook which will inform you of useful information to help you settle into living in the Netherlands.

Contact details of key University services are included in this pre-departure guide. You can get in touch with them before you arrive if you have any questions or concerns. If the question you have is of a more general nature or you are not sure who to ask, please check the admitted pages at www.rug.nl/admitted or contact:

**International Office**
The University of Groningen
Communications Office
Oude Boteringestraat 44
9712 GL Groningen
+31 (0)50 363 5374
Email: prospectives@rug.nl

Have a safe journey.
We look forward to seeing you soon!
About your offer

Your offer is based on the admission status that you currently hold. There are three types of offers: Conditional offers, Provisional offers and Unconditional offers.
About your offer

**Conditional offers**
These are for applicants who have yet to fulfill one or more of the admission requirements. In order to be fully admitted and receive an unconditional offer, an applicant will have to satisfy the conditions for admission to their selected programme. This will need to be done before the deadline that is stated in your offer letter. For example; an applicant has a conditional offer pending receipt of a sufficient English proficiency test. Once the applicant has successfully passed and achieved the required results for the test, they can then contact their Admissions Officer. The Admissions officer in charge will subsequently change the student’s admission status.

**Provisional offers**
Once an applicant has fulfilled all the entry requirements to their selected programme, they can be provisionally admitted. A provisional offer is pending receipt of certified documents (hard copies).

**Unconditional offers**
The applicant has fulfilled all the admission requirements as well as providing their Admissions Officer with certified documents. They have received an unconditional offer as well as a Decree of admission (final unconditional statement). This statement is used to complete your University enrollment. (link)

**Accepting your offer**
Please sign and return your confirmation of participation form to confirm/accept your placement. The confirmation of participation form is the second page of your offer letter. There are no financial consequences applicable should you withdraw your acceptance at a later stage.

**Deferring your offer**
If for any reason you are unable to start in the academic year that you have applied for, you are more than welcome to defer this offer of admission to the following academic year. Please contact your Admissions Officer for further information.
Planning your finances

Living in Groningen means your money is likely to go further than it would if you lived in other parts of the Netherlands such as Amsterdam or Utrecht. It is essential that you make sure you have enough money for your study and living costs. You should plan your finances well in advance of your arrival as it can be almost impossible to arrange funding after you start your programme.

You will need to budget for:
› Tuition fees
› Accommodation costs
› Living costs (eg food, clothing)
› Study costs (eg books, IT essentials)
› Travel and visa costs
› Extras (unexpected expenses)

These are approximate monthly costs (in Euro) but they may be more or less depending on your lifestyle. For the latest accommodation cost, please have a look at the www.sshxl.nl

Working while you study
If you hold a residence permit (vvr) as a student, you are allowed to work in the Netherlands only if your employer has applied for a work permit on your behalf (TWV). Your employer has to apply for this work permit at UWV (information only available in Dutch). Note! If you are a Japanese national, then no work permit is required.

In addition, you are only allowed to work for a maximum of 10 hours per week. Instead of these 10 hours a week, you may do seasonal labour during the months of June, July and August. In both cases the employer must have applied for a work permit (TWV) on your behalf a TWV (except for Japanese nationals).

If an internship is a compulsory part of your study programme, your employer will not need to have a TWV. Instead, you, your employer and your educational institution will need to set up and sign an internship agreement.

General costs (excluding tuition fees) per month

<table>
<thead>
<tr>
<th></th>
<th>€</th>
</tr>
</thead>
<tbody>
<tr>
<td>Groceries</td>
<td>150,-</td>
</tr>
<tr>
<td>Rent, inc. gas, water and electricity</td>
<td>350,- / 500,-</td>
</tr>
<tr>
<td>Course materials</td>
<td>30,-</td>
</tr>
<tr>
<td>Insurance</td>
<td>110,-</td>
</tr>
<tr>
<td>Internet/Cable/Telephone</td>
<td>60,-</td>
</tr>
<tr>
<td>Shopping</td>
<td>60,-</td>
</tr>
<tr>
<td>Entertainment</td>
<td>80,-</td>
</tr>
</tbody>
</table>
Tuition Fees
Your tuition fees will vary depending mainly on your programme of study and your nationality and if you have obtained the same degree before.

EU/EEA Fees

<table>
<thead>
<tr>
<th>Faculty</th>
<th>Fees (2016–2017)</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Bachelors and Masters degree programmes in all faculties</td>
<td>€ 1,984,–</td>
</tr>
<tr>
<td>University College Groningen</td>
<td>€ 4,000,–</td>
</tr>
</tbody>
</table>

Bachelors Non EU/EEA Fees

<table>
<thead>
<tr>
<th>Faculty</th>
<th>Fees (2016–2017)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Economics and Business, Behavioural and Social Sciences, Theology and Religious Studies, Arts and Humanities, Spatial Sciences, Philosophy</td>
<td>€ 8000,–</td>
</tr>
<tr>
<td>Medical Sciences</td>
<td></td>
</tr>
<tr>
<td>*Human Movement Sciences</td>
<td>€ 10,600,–</td>
</tr>
<tr>
<td>*Dentistry, Medicine</td>
<td>€ 32,000,–</td>
</tr>
<tr>
<td>Mathematics and Natural Sciences</td>
<td>€ 10,600,–</td>
</tr>
<tr>
<td>University College Groningen</td>
<td></td>
</tr>
<tr>
<td>*Bachelor Liberal Arts and Sciences</td>
<td>€ 12,000,–</td>
</tr>
</tbody>
</table>

Non EU/EEA Fees
Standard tuition fees for new Bachelors and Masters nonEU/EEA students for 2016/17 are in the table below. These annual tuition fees are valid for the duration of your programme of study but you should clarify the cost by checking your letter of admission.

EU/EEA Fees
Tuition fees are the same for Dutch and European Union students (European Economic Area: all EU countries + Norway, Switzerland, Liechtenstein and Iceland). These annual tuition fees are valid for the duration of your programme of study.

Masters Non EU/EEA Fees

<table>
<thead>
<tr>
<th>Faculty</th>
<th>Fees (2016–2017)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts and Humanities, Spatial Sciences</td>
<td>€ 11,200,–</td>
</tr>
<tr>
<td>Economics and Business, Behavioural and Social Sciences, Law, Life Sciences, Sciences and Technology</td>
<td>€ 13,900,–</td>
</tr>
</tbody>
</table>
How to pay your fees
There are a number of different ways for you to pay your tuition fees and you can indicate via Studielink www.studielink.nl how you want to pay. You need to make sure that you pay your tuition fees before the start date of your degree programme as you may not be allowed to enrol if you do not.

Key dates:
› Start date 1 September: you must have paid no later than 31 August
› Start date 1 February: you must have paid no later than 31 January.

The University of Groningen will notify you about paying your tuition fees. Please note that this notification does not mean that you are officially enrolled at the University as you will be notified of that separately.

Direct bank transfer
You can pay your fees in full by moving money from your bank directly into the University’s bank account by electronic transfer.

If you requested to pay your tuition fees by a direct debit payment (authorization for direct debit) via Studielink, you will be sent an authorization form by the University of Groningen. We need to have the form before 1 September.

You can authorize the University to debit your account for the full amount (collected in the last week of September), but you can also opt for staggered payment in five instalments. The instalments will be collected in the last week of the months of September, November, January, March and May. If you pay in instalments, an administration fee of € 24 will be charged. It is important that you quote your Student Number or your name, initials and date of birth. For example S276890 and your name Jones, S 01/02/1998. You need to make sure that additional costs (such as bank charges) are also paid.

PIN payment by direct bank debit card
You can also pay your tuition fees with your direct debit card at the University Student Desk at the University of Groningen before the 1 September. Ensure that you have sufficient funds in your account to make the payment.

<table>
<thead>
<tr>
<th>Account name</th>
<th>Rijksuniversiteit Groningen</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bank name</td>
<td>ABNAMRO</td>
</tr>
<tr>
<td>Account number</td>
<td>NL84ABNA0425600904</td>
</tr>
<tr>
<td>BIC/Swift code</td>
<td>ABNANL 2A</td>
</tr>
<tr>
<td>Reference</td>
<td>onderwijsgelden</td>
</tr>
<tr>
<td>Address:</td>
<td>Grote Voort, P.O. Box 686, 8000 AR Zwolle</td>
</tr>
</tbody>
</table>

Planning your finances
Planning your finances

**PIN payment by credit card**
In case you are a non-Dutch student and have a Mastercard, VISA Card, JCB Card or CUP Card. You can go to the University Student Desk and use your credit card in the pincode reader to pay your tuition fee (only for the full amount). The administration fee for a credit card payment is € 50 (per transaction).

**Cash payment**
You can also pay your tuition fees in cash or by PIN at the university cashier’s office. The cashier’s office is situated in the Academiegebouw, Building 12, Room 45 and open every working day from 9 a.m. to 12 noon and from 1 p.m. to 3.30 p.m. Cash should not be posted to us, either through the postal system or through our door. While paying by cash is acceptable if there is no other way to ensure payment, we advise against carrying large sums of money into the country as it is not safe to do so.

**Direct debit payment**
If you have a European bank account number, you can indicate on Studielink that you intend to pay in installments or in full via direct debit. You will be sent an authorisation form by the University of Groningen which needs to reach us by the 1st September. You can authorize the University to debit your account for the full amount (collected in the last week of September), but you can also opt for staggered payment in five instalments. The instalments will be collected in the last week of the months of September, November, January, March and May. If you pay in instalments, an administration fee of € 24 will be charged.

If you have questions about your tuition fees, contact:
Telephone: +31 (0)50 363 8004: 10am to 4pm (weekdays)
Physical location: First floor Academy Building (building 1112, Broerstraat 5) 1pm to 4 pm weekdays).

**Sponsored students**
If you are receiving sponsorship for your studies, you must be able to produce written confirmation of this so that your sponsor can be invoiced. You will need to send this letter to the University at least six weeks before your date of registration.

A sponsor’s letter must be written in English, on formal letterheaded paper, and must state both your name and your applicant number. It should also include reference to the amount in Euros for the duration of sponsorship (i.e. first year or full course), as well as an address for the invoice to be sent to.
Planning your finances

**Opening a bank account**
If you wish to open a bank account in your country which you can use in the Netherlands, look for a bank with global connections. Information about opening and running a bank account in the Netherlands is available on arrival at the University.

To open an account in the Netherlands, you will normally need to provide proof of the following:
- Valid passport or ID
- Proof of enrolment at the University of Groningen;
- Proof of residence for verification of your Dutch address, e.g. your rental contract;
- Proof of registration at the municipality (BSN number).

There are a number of banks available in the city and The University of Groningen works closely with the ING Bank who will work to ensure you can activate your account on the same day. Banks usually only open a bank account if you stay in the Netherlands for at least one full semester (5 months).

**Emergency Funds**
Even if you intend to open a Dutch bank account you still need to have other funds and means of payment available when you initially arrive in Groningen. We therefore recommend that you bring:
- A bank card that will allow you to use an ATM (Automated Teller Machine) in the Netherlands. Maestro and Cirrus are available in many places but check with your bank at home to be sure
- A credit card (Mastercard or Visa)
- Travellers cheques need to be insured and can not be used in shops. They will need to be exchanged for cash at a money changing bureau or bank
Immigration Advice

If you are a student from country group 2, 3 or 4 and you will be staying for longer than three months (90 days), you need an MVV visa (type D – a provisional residence permit) and/or a residence permit card in order to study in the Netherlands. Nationals from country group IA do not need to apply for a visa or residence permit, but can apply for ‘proof of lawful residence’ if necessary. The University applies for your MVV visa and/or residence permit at the Dutch Immigration Services (IND). You cannot apply yourself.

<table>
<thead>
<tr>
<th>Country Group</th>
<th>Nationality</th>
<th>Immigration requirements</th>
</tr>
</thead>
</table>
| Group 1       | Students from Austria, Belgium, Bulgaria, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland and the United Kingdom | › Do not need an MVV;  
› Do need a residence permit (stay over 3 months);  
› Do need a work permit (should you wish to work parttime);  
› Do need to register as a citizen of Groningen;  
› Do need to hand in proof of legal residence for school registration. |
| Group 1A      | Croatia                                                                      | › Do not need an MVV;  
› Do not need a residence permit, but may register with IND;  
› Do need a work permit (should you wish to work parttime);  
› Do need to register as a citizen of Groningen. |
| Group 2       | Australia, Canada, Japan, Monaco, New Zealand, South Korea, United States of America, Vatican City State | › Do not need an MVV;  
› Do need a residence permit (stay over 3 months);  
› Do need a work permit (should you wish to work parttime);  
› Do need to register as a citizen of Groningen;  
› Do need to hand in proof of legal residence for school registration. |
| Group 3       | Students from Andorra, Argentina, Bolivia, Brazil, Brunei, Chile, Costa Rica, El Salvador, Guatemala, Honduras, Israel, Malaysia, Mexico, Nicaragua, Panama, Paraguay, San Marino, Singapore, Uruguay and Venezuela | › Do need an MVV (stay over 3 months);  
› Do need a residence permit (stay over 3 months);  
› Do need a work permit (should you wish to work parttime);  
› Do need to register as a citizen of Groningen;  
› Do need to hand in proof of legal residence for school registration. |
| Group 4       | Students from all other countries                                           | › Do need an MVV;  
› Do need a residence permit;  
› Do need a work permit (should you wish to work parttime);  
› Do need to register as a citizen of Groningen;  
› Do need to hand in proof of legal residence for school registration. |

The University will inform you about the procedure and the documents that are needed for the application. This happens once your admission procedure is successfully completed and a confirmation of participation is returned.
Accommodation

Finding somewhere to rent can be daunting especially if you are moving to Groningen or the Netherlands for the first time. We advise that you start looking for accommodation as early as possible as it can be difficult to secure somewhere to stay if you wait for too long.
**Accommodation**

**Moving into your accommodation**
If you have arranged with SSH to move into your accommodation when you arrive in Groningen you will be able to find details of what to do in your accommodation offer document.

For more information go to the SSH website.
www.sshxl.nl/en/cities/groningen

If you have any questions, contact SSH.
+31 (0) 88 730 4200

If you have not secured accommodation before the start of your programme either with SSH or with a private sector provider, there are a number of options for short term accommodation. You need to be aware that it can be difficult to book last minute accommodation in August.

**University Hotel**
hotel@rug.nl
+31 (0) 50 311 3424
www.rug.nl/society-business/university-hotel/

**The Groningen Life website**
This is a collaboration between The University of Groningen and Hanze University of Applied Sciences, and provides useful information on the different Groningen neighbourhoods, temporary accommodation and finding accommodation the City. They also have tips and advice on life in Groningen as a student.
www.groningenlife.nl/en

Should you wish to live on your own, there are also several property rental agencies (makelaar) in Groningen as well as the large property search website funda.nl. Properties offered are likely to be a great deal more expensive than student housing. Please be aware that rental accommodation is mostly unfurnished.

**Facebook pages**
University or subject area Facebook pages may be a good place to connect with other students looking for accommodation or to find out about any private vacancies.

**Further information**
For more information you should check the documentation you received from SSH about your accommodation. Alternatively refer to the SSH website, which has up to date information of all student accommodation, application and allocation procedures.
Health Insurance

Dutch Law requires most people living in the Netherlands to have health insurance. That means that as a student at the University of Groningen, you can choose which type of insurance to sign up for depending on your country of origin, age, length of stay and whether or not you are working while you study.

Private HealthCare Insurance
This is likely to be the right choice for you if you are an international student and not employed.

EU Health Insurance Card (EHIC)
If you are a citizen from the European Union (http://europa.eu/abouteu/countries/index_en.htm), Iceland, Liechtenstein, Norway or Switzerland, you can apply for a European Health Insurance Card (EHIC). It is free to obtain by contacting your local health authority before you leave your home country. The EHIC covers basic and emergency healthcare costs.

Basic Health Insurance
Once you start working (any paid job or an internship) that pays more than €150 per month, you are legally required to take out basic health care insurance – even if you are covered by another healthcare insurance provider.
What to pack

These tips will help you plan your journey to Groningen and hopefully make the experience more relaxed and enjoyable.

**What to carry in your hand luggage**

**Documents**
Non EU/EEA nationals will need to carry the following items in their hand luggage:
› your University of Groningen letter showing you have been admitted
› details of your accommodation (if relevant)
› any relevant medical certificates showing recent vaccinations in your hand luggage
› I.D./Passport

Make sure you have the original documents kept safely. Do not put them in your suitcase but keep them with you in your hand luggage.

EU/EEA nationals do not need to obtain a visa to come to the Netherlands but will need to present the following document at a port of entry:
› A passport or national identity card

**Climate**
The Netherlands has a moderate climate with mild winters, cool summers and a fair amount of rain. Temperatures throughout the year can range from 7 degrees Celsius (19.4°F) in winter to 30 degrees Celsius (86°F) in the summer but the weather is unpredictable. It is recommended to carry an umbrella or raincoat with you as the weather can change a great deal even within a single day.

**Essential items of clothing**
› Summer wear (shorts, tshirts, flip flops, swimwear)
› Winter coat – one that should keep you dry and warm in all weather.
› Winter accessories such as gloves, a scarf and warm hat
› Comfortable shoes such as trainers (sneakers)
› Waterproof shoes
› Jeans
› Sweatshirts, sweaters or cardigans
› A smart outfit for formal occasions (shirt, trousers, skirt and/or dress with smart shoes. Gloves, a Sportswear
› Trainers (sneakers), or any shoes comfortable enough for running to class if you’re late!
What to pack

It is worth knowing that these can also be bought in Groningen as there are a range of international chain stores as well as individual and second hand shops.

**Money**
Please do not bring large sums of cash with you. We suggest that you carry enough to cover your first four weeks to pay for phone cards, transportation, toiletries and food, etc. When exchanging your money, ask for lower denominations of currency: for example €5, €10 or €20 notes. If you are unable to get smaller notes you can change these in a bank when you arrive.

**Electrical equipment**
› Your computer/laptop (and/or tablet) with a charger
› Mobile phone with a charger

Please note that appliances purchased outside the EU may not be safe to use in the Netherlands because of the higher voltage supply (230V, 50Hz). Please note that if your phone is locked, you will not be able to use it with any of the Dutch mobile phone operators.

**Power adapter**
In the Netherlands, electrical sockets have two holes for three rectangular plug prongs. If it is different from your country, you will need to buy a power adapter sold at the airport or at a number of shops in the city.

**Things to consider**
Items of bedding and kitchen equipment can be bought cheaply in Groningen either new or second hand. It is therefore not necessary to bring these with you. This is also the case for sports equipment unless you have a specialist piece of equipment that you wish to bring.

For information on what you are legally allowed to bring into the Netherlands, check here with the Dutch customs site [bit.ly/290VMnE](http://bit.ly/290VMnE).

If you are a non-EU student, you are prohibited from bringing food and plant produce into the Netherlands. Please see more information on the food.gov website.

**Sending luggage in advance**
If you are unable to bring all your personal items in your luggage, it is advised that you make sure your belongings arrive after you have checked into your accommodation as there is no space for storing luggage at the University.

**Safety tips**
› Do not bring large amounts of cash
› Pack your own luggage
› Do not put cash in your suitcase
› Throughout your journey, do not accept help with your luggage from people that you do not know
› Do not leave your luggage unattended at any time
› Do not accept requests to carry items for other people
Travelling to Groningen

Travel by air
The closest airports to the University of Groningen are Eelde Airport, Groningen (45 mins away); Schiphol Airport, Amsterdam (2hr 10 mins) and Bremen Airport, Bremen, Germany (2hr). If you are travelling a long distance, you are likely to fly into Schiphol Airport and arrange separate transportation from the airport to the University. On certain dates in August, there will be university staff and volunteers at Schiphol to meet you.

Tips on booking the cheapest flights
Use price comparison websites like skyscanner, JustTheFlight, Tripadvisor or Trabber. Skyscanner enables you to be flexible about your search, for example, you can choose “Netherlands” as your destination. This will bring up information on all possible connections to Dutch airports, giving you more options to compare. Booking a flight directly with the airline company can save some money, as travel agencies and some flight searching websites charge an additional fee for booking.

Schiphol Groningen
When you arrive at Schiphol Airport for the first time it can be daunting but it is easy to find your way round due to the clear signage. The easiest way to travel to Groningen is to take the train which stops on platforms direct below the Schiphol Plaza and leaves hourly to Groningen Central Station www.ns.nl/en.
Travelling to Groningen

Additional connections every hour involve just one change of trains sometimes. The journey from Amsterdam or Schiphol Airport to Groningen takes a little over 2 hours.

You can be met at Schiphol Airport during the arrival period (2 days) by a University of Groningen Student Ambassador. You can sign up here: www.rug.nl/movingtogroningen

**Bremen Groningen**

Another way to arrive in the Netherlands is via Bremen Airport in Germany. The cheapest and easiest way to travel from Bremen to Groningen Central Station is to take the Flixbus (www.flixbus.com/). This will take you from Bremen station to Groningen Central Station in about 2.5 hours and costs around €11.– (one way), depending on the time you travel. You can book your ticket online or buy one directly from the driver. The buses run about 8 times a day, from 6.30h to 23.30h.

**Eelde Airport Groningen**

The closest airport to the city of Groningen is Eelde Airport which is 15 kilometres from Groningen. The Qbuzz number 2 bus travels between Groningen Airport Eelde and Groningen Central Station and the trip lasts roughly 50 minutes.

**From Groningen Central Station**

Groningen City Centre is easy to navigate with many buses stopping outside the Central Station and timetables can be found here: (in Dutch: qbuzz.nl/GD/). There are also taxis parked outside the station to the left and most journeys within the City will cost less than €20.–. If you do get lost, just ask someone – they will be happy to help!
Map of Groningen

Groningen Centre
1. Academy Building
   › University Student Desk
   › International Service Desk
2. University Library
3. Faculty of Philosophy
4. Faculty of Theology
5. Harmony Building
   › Faculty of Law
   › Faculty of Arts
6. Student Service Center
7. Faculty of Behavioural sciences
8. Faculty of Medicine
9. Pathe Cinema
10. Cultural Student Center USVA
11. Central Station (You arrive here)
12. University Museum
13. Martini Tower
14. Police Station
15. Groninger Museum
Zernike Campus

1. Faculty of Spatial Sciences
2. Faculty of Economics and Business (Duisenberg building)
3. Faculty of Mathematical and Natural Sciences – Bernoulliborg
4. Life Sciences and Technology
5. ACLO Student Sports Center
6. Aletta Jacobshal
7. Kapteynborg
8. Chemistry and Physics Complex
Contact

Application enquiries
Admissions Office
+31 (0)50 363 8976
admission@rug.nl

Arrivals enquiries
International Office
prospectives@rug.nl

Accommodation SSH
+31 (0) 88 730 4200
groningen@sshxl.nl

Immigration
International Service Desk
+31 (0)50 363 8181
isd@rug.nl

Exchange and Erasmus
Mobility and Scholarship Desk
+31 50 363 3962/5972
msd@rug.nl

Payment of tuition fees
University Service Desk
+31 50 363 8004
isd@rug.nl

Course-related enquiries
Please contact your faculty
www.rug.nl/aboutus/organization/faculties/?lang=en

Online course catalogue
www.rug.nl/ocasys/