



## University of Groningen Graduation Fund Regulations 2020-2021

### Part B Financial support for international students who incur study delay due to extraordinary circumstances.

#### Introduction

Article 2a of the Higher Education and Research Act (WHW) relates to the Graduation Fund (*Profileringfondsen*) and contains regulations concerning financial support for students who incur study delay due to extraordinary circumstances. Article 7.51d of the WHW offers institutions the opportunity to make provisions for the financial support of students who do not meet the nationality requirement as referred to in Article 2.2 of the Student Finance Act 2000 and are therefore not entitled to financial support.

These Regulations apply to requests for the 2020-2021 academic year.

The Board of the University approved the regulations set out below concerning the granting of financial support on the basis of these legal regulations after approval by the University Council on 27 August 2020.

See also:

[www.rug.nl/studievertraging](http://www.rug.nl/studievertraging). This page provides more information about these regulations, as well as a link to the request form.

#### Article 1 Definitions

The following definitions are used in these Regulations:

Academic year:	A period of time that starts on 1 September and ends on 31 August of the following year.
Act:	The Higher Education and Research Act (WHW: <i>Wet op het Hoger Onderwijs en Wetenschappelijk onderzoek</i> ).
BA:	The nominal duration of a Bachelor's degree programme.
Board of the University (CvB):	The Board of the University of Groningen.
CLRS:	Central Portal for the Legal Protection of Student Rights.
Degree programme:	A Bachelor's or Master's degree programme.
Higher education:	Education provided at research universities (WO) and universities of applied sciences (HBO).
International student:	A student registered at the University of Groningen for a full-time degree programme who either does not have Dutch nationality or is not treated as a Dutch citizen on the basis of a legal provision and who does not qualify for a performance-related grant under the Student Finance Act 2000 (WSF 2000).
MA:	The nominal duration of a Master's degree programme.

Nominal student workload:	In accordance with Article 7.4 of the Higher Education and Research Act (WHW), the nominal student workload is 60 ECTS credit points per academic year.
Statutory tuition fees:	The tuition fees as referred to in Article 7.45 of the Higher Education and Research Act (WHW) for registration as a student, set by the Minister.
Student counsellor:	Contact person for students who have study progress problems.
Student finance:	A performance-related grant and the student loan that students receive during the nominal duration of their degree programme, followed by a three-year loan period, in accordance with the WSF 2000.
Student:	A person who has paid tuition fees and is registered at the University of Groningen, with all the rights connected to registration as set out in WHW Article 7.34.
Study advisor:	The person appointed by the faculty to inform, advise and guide students in their study planning and progress, as well as in their choice of degree programme.
The UG:	University of Groningen.
UFC (University Funds Committee):	University Funds Committee: a committee, installed by the Board of the University, which advises the Board with regard to decisions made on the basis of these regulations.
University tuition fees:	Tuition fees which apply to students who do not meet the requirements for the statutory tuition fees as referred to in Article 7.45a WHW.
WSF 2000:	Student Finance Act 2000 ( <i>Wet studiefinanciering</i> )

All other terms used in these regulations will have the meaning that the Act ascribes to them.

## **Article 2. Scope**

These Regulations only apply to international students who are following a full-time degree programme at the University of Groningen, for which a degree has not yet been obtained, and who do not qualify for a performance-related student grant under WSF 2000.

## **Article 3. Conditions for financial support**

1. Students who incur study delay due to extraordinary circumstances as referred to in Article 3.1 may apply for financial support:
  - a. if they satisfy the age criteria laid down in the WSF 2000 at the start of the degree programme,  
and
  - b. are enrolled as full-time students in a degree programme at the University of Groningen for which they have not yet gained their degree,  
and
  - c. if they have paid the university or statutory tuition fees to the University of Groningen for the period covered by the request.

#### **Article 4. Extraordinary circumstances**

1. Extraordinary circumstances include:
  - a. physical, sensory and other functional impairments or illness of the requester that have arisen during the period BA+1 or MA+1 and during the student's registration at the University of Groningen
  - b. pregnancy of the requester
  - c. death of a relation by blood or affinity in the first degree
  - d. an insufficiently feasible study programme
  - e. other extraordinary circumstances, if rejection would result in a situation of unfairness of an overriding nature.
2. Other extraordinary circumstances include:
  - a. Committee/board and consultative body membership, as referred to in the Graduation Fund Regulations 2019-2020, Part C
  - b. Top-level sports, as referred to in the Graduation Fund Regulations 2019-2020, Part C.

#### **Article 5. Duration of support**

1. In addition to the provisions of Article 4, on the basis of these Regulations students will be entitled to financial support for study delay incurred during the Bachelor's phase for one additional year calculated from the first year of registration in Higher Education (BA + 1).
2. In addition to the provisions of Article 4, on the basis of these Regulations students will be entitled to financial support for study delay incurred during the Master's phase for one additional year calculated from the first year of registration on the Master's degree programme (MA + 1). This is based on the duration of the Master's programme in which the student is enrolled in the period to which the request relates.

#### **Article 6. Reporting study delay**

1. A student must immediately report to their study advisor as soon as it becomes clear that the exceptional circumstance will last more than a month (resulting in a study delay of 5 ECTS credit points or more) to discuss how the study delay can be limited as much as possible.
2. After the initial report to the study advisor, the student must also contact the student counsellor immediately if the study delay increases during the academic year to more than 15 ECTS credit points.
3. If the study advisor refers the student to a student counsellor, the student must make an appointment with the student counsellor as soon as possible but no later than four weeks after reporting to the study advisor.
4. The study advisor or student counsellor will complete a digital registration form on the basis of the study delay circumstances. This form also includes the agreements made. The student must tick this digital form for approval via the website.
5. Students who are unable to report to the study advisor and/or the student counsellor themselves must appoint someone to do this for them.
6. Students must follow the advice of the study advisor and/or student counsellor and make every effort to minimize the study delay.

#### **Article 7. Determining the extent of the study delay**

1. The link between the extraordinary circumstance as referred to in Article 3.1 and the study programme will be taken into consideration when deciding on the extent of the study delay. Thus the number of months of study delay caused by an extraordinary circumstance can normally only be calculated at the end of the period BA+1 or MA+1.
2. Financial support is only granted per full month.
3. No financial support will be granted for study delays of less than one month (less than 5 ECTS credit points).

### **Article 8. Request for provisional granting of financial support**

1. The request can be submitted between 1 September and 31 January following the academic year during which the extraordinary circumstance occurred.
2. Students must request financial support using the digital request form on the website: [www.rug.nl/studievertraging](http://www.rug.nl/studievertraging).
3. Students must upload the documentary evidence via the website, and must then fill in the digital request form in accordance with this Article 8.1.
4. The following documents must be submitted:
  - a. Documentary evidence of the extraordinary circumstance (e.g. doctor's / psychologist's statement, death certificate, faculty statement, etc.)
  - b. An authorized printout of ECTS credit points from the Student Administration Office.
5. Requests submitted on or after 1 February of the year after the academic year in which the extraordinary circumstance occurred will not be processed.
6. If the request is incomplete, the student will be granted four weeks to complete the request. If the request is not completed within this period, it will not be processed further. The student will be notified of this.
7. The Board of the University will make a decision with regard to the request after consultation with the UFC. This will take place as soon as possible but within a maximum of eight weeks of receipt of the completed request.
8. The decision will be:
  - a. either the conditional granting of financial support, or
  - b. rejection of the request, or
  - c. non-consideration of the request because it was submitted after the deadline, or
  - d. non-consideration of the request because the request was incomplete and the missing information was not provided before the deadline.
9. The decision, and the reasons for it, will be communicated to the student in writing.

### **Article 9. Request for definitive granting of financial support**

1. A request for definitive approval of provisionally granted financial support may be submitted:
  - a. for study delay incurred in the period BA + 1: one month before until no more than six months after the end of the period BA + 1, and for study delay incurred in the period MA + 1: one month before no more than six months after the end of the period MA + 1, or
  - b. one month before until no more than six months after graduation or termination of registration.
2. The decision will be:
  - a. either the definitive granting of financial support, or
  - b. rejection of the request, or
  - c. non-consideration of the request because it was submitted after the deadline, or
  - d. non-consideration of the request because the request was incomplete and the missing information was not provided before the deadline.
3. The decision, and the reasons for it, will be communicated to the student in writing. Students will be notified of the fact that they can lodge an appeal against the decision within 6 weeks.
4. The amount of financial support will depend on the amount of study delay actually incurred, which will be determined on the basis of an up-to-date printout of the student's study results.

### **Article 10. Extent and amount of financial support**

1. Financial support is related to the extent of the study delay and amounts to € 300.61 per month.
2. The financial support received by the student in connection with consultative body or committee/board membership equals the amounts laid down in chapters 2 and 4 of the

- University of Groningen Graduation Fund 2020-2021, Part C.
3. The financial support received by the student in connection with the practice of top-level sports equals the amounts laid down in chapter 7 of the Regulation for the University of Groningen Graduation Fund 2020-2021 Part C.
  4. An accumulation of circumstances as referred to in Articles 3.1 and 3.2 of these Regulations will never result in financial support for more than 12 months per academic year.

**Article 11. Lodging an objection**

Students may lodge an appeal against a decision taken by or on behalf of the Board of the University on the grounds of these Regulations within six weeks of the date of the decision with the Central Portal for the Legal Protection of Student Rights (CLRS) via the website [www.rug.nl/clrs](http://www.rug.nl/clrs) or P.O. Box 72, 9700 AB Groningen.

**Article 12.**

**Hardship clause**

In some cases a request for financial support may be granted if rejection would result in a situation of unfairness of overriding nature.

**Article 13. Deviation from the regulations**

In extraordinary circumstances, the Board of the University may deviate from the provisions of these Regulations.

**Article 14. Date of commencement and validity**

These Regulations will take effect on 01 September 2020 and shall apply to requests relating to a study delay incurred in the 2020-2021 academic year.

**Article 15. Citation and publication of these regulations**

1. These regulations may be cited as: 'University of Groningen Graduation Fund Regulations 2020-2021', possibly supplemented by 'Part B: Financial support for international students'.
2. These Regulations have been sent to the Faculty Boards for reference, published on the internet and included as an appendix in the Students' Charter.

Groningen 14 July 2020

the Board of the University