



university of
 groningen

REGULATIONS FOR REGISTRATION AND TUITION FEES UNIVERSITY OF GRONINGEN ACADEMIC YEAR 2014-2015

The University of Groningen Regulations for Registration and Tuition Fees are based on Articles 7.31a to 7.50 and 7.57i of the Higher Education and Research Act (WHW: *Wet op het hoger onderwijs en wetenschappelijk onderzoek*) and contain the provisions governing registration at the University for academic year 2014-2015. The Regulations have been drawn up with due observance of the statutory provisions that applied on 1 September 2014 and refer *only* to academic year 2014-2015. New rates or rules may apply in future academic years.

As decreed on 6 May 2014,
by the Board of the University of Groningen,
after a positive advice received from the University Council on 25 April 2014.

TABLE OF CONTENTS

SECTION 1: BACHELOR'S AND MASTER'S DEGREE PROGRAMMES

Chapter 1. General provisions	3
Chapter 2. Registration	5
Chapter 3. Matching	9
Chapter 4. Statutory tuition fees	11
Chapter 5. University tuition fees	13
Chapter 6. Fees for Pre-Master's programmes	16
Chapter 7. Payment	17
Chapter 8. Deregistration and reimbursement of tuition fees	19

SECTION 2: PhD PROGRAMMES

Chapter 1. General provisions	20
Chapter 2. Registration	20
Chapter 3. Tuition fees	21

Appendix 1:

Explanatory notes to Article 12.1.c of Section 1 of these Regulations

Appendix 2:

University tuition fees II: academic year 2014-2015

Appendix 3:

Tuition fees for PhD programmes, academic year 2014/-2015

SECTION 1: BACHELOR'S AND MASTER'S DEGREE PROGRAMMES

Chapter 1. GENERAL PROVISIONS

Article 1. Definitions

The following definitions are used in these regulations:

- a. **the Act, WHW:** *Wet op het Hoger Onderwijs en Wetenschappelijk onderzoek* [Higher Education and Research Act]
- b. **Higher education:** education provided at universities (WO) and universities of applied sciences (HBO)
- c. **Minister:** the Minister of Education, Culture and Science
- d. **institution:** the University of Groningen
- e. **Board of the University: the executive board of the University of Groningen**
- f. **Academic year:** the period of time that starts on 1 September and ends on 31 August of the following year
- g. **Degree programme:** a Bachelor's or Master's degree programme
- h. **Pre-Master's programme:** a programme, with in principle a student workload of 60 ECTS credit points or less, intended to remedy deficiencies for admission to a Master's degree programme. Students are registered in a Bachelor's degree programme after approval by the Minister. However, the programme does not lead to the conferral of a Bachelor's degree
- i. **Student:**
 - a person who has paid tuition fees and is registered at the University of Groningen, with all the rights connected to his/her registration as set out in WHW Article 7.34
 - a person who has paid a fee and is registered for a pre-Master's programme at the University of Groningen in accordance with WHW Article 7.51i
- j. **Statutory tuition fees:** the tuition fees as referred to in WHW Art. 7.45 for registration as a student, set by the Minister
- k. **University tuition fees:** the tuition fees as referred to in WHW Article 7.46 for registration as a student, set by the Board of the University
- l. **Fee:** the fee, set by the Board of the University, as referred to in WHW Article 7.57i.2 for registration as a student on a pre-Master's programme
- m. **Registration:** registration as implemented by submitting a request for registration and paying the relevant tuition fees
- n. **Reregistration:** registration for the same degree programme for which the student was registered in the previous academic year, whereby registration continues unbroken into the new academic year.
N.B. a Bachelor's degree programme and a Master's degree programme are two different programmes
- o. **BSA:** Binding (negative) Study Advice and the Study Advice System
- p. **OER:** Teaching and Examination Regulations

- q. **Studielink:** national web application for registration at Dutch universities and universities of applied sciences
- r. **DUO:** *Dienst Uitvoering Onderwijs*, the Dutch Education Executive Agency
- s. **BRON HO:** *Basis Register Inschrijvingen Hoger Onderwijs* [Base Register for Registration in Higher Education], maintained by DUO (*Dienst Uitvoering Onderwijs*), the Dutch Education Executive Agency
- t. **CROHO:** *Centraal Register Opleidingen Hoger Onderwijs* [Central Register of Higher Education Programmes] managed by DUO
- u. **UAF:** University Assistance Fund for refugee students
- v. **Wsf 2000:** *Wet studiefinanciering 2000* [Student Finance Act 2000]
- w. **GBA:** *Gemeentelijke Basisadministratie* [Municipal Personal Records Database]
- x. **MyUniversity:** intranet for University of Groningen students.

Chapter 2. REGISTRATION

Article 2. Admission to a Bachelor's degree programme

1. Students who have satisfied the entry requirements set out in the OER for that programme may be admitted to a Bachelor's degree programme at the University of Groningen.
2. Quotas (numerus fixus) apply to the following Bachelor's degree programmes in accordance with WHW Art. 7.53 or Art. 7.56:
 - a. Medicine (410 places)
 - b. Dentistry (48 places)
 - c. Business Administration (550 places)
 - d. International Business (350 places)
 - e. International Relations and International Organization (240 places)
 - f. Psychology (750 places).Registration is only possible with a personal 'proof of admission' issued by DUO.
3. In addition to the provisions of Article 2.2, decentralized selection procedures in accordance with WHW Art. 7.57e apply to the following Bachelor's degree programmes:
 - a. Medicine (100%)
 - b. Dentistry (100%)
 - c. International Business (100%)
 - d. International Relations and International Organization (100%)
 - e. Psychology (100%)
4. Specific selection criteria apply to the following degree programme, in accordance with WHW Article 6.7:
 - Liberal Arts and Sciences (University College Groningen)
5. Students who are required to participate in the matching procedure in accordance with Chapter 3 of these Regulations will not be registered for the propaedeutic phase of a Bachelor's degree programme if the department has not confirmed that the matching requirement has been satisfied.

Article 3. Admission to and registration/reregistration for a Master's degree programme – Bachelor-before-Master rule ('harde knip')

1. Students who have satisfied the entry requirements set out in the OER for that programme may be admitted to a Master's degree programme at the University of Groningen.
2. Registration for a Master's degree programme is possible only:
 - a. with a Bachelor's degree from the University of Groningen, if that Master's degree is denoted in the Master's OER as a related programme for the Bachelor's degree obtained
 - b. after completion of the relevant pre-Master's programme
 - c. with a statement of admission issued by the relevant Faculty Board, insofar as Articles 3.2.a or 3.2.b do not apply.
3. There are at least two starting dates for admission to a Master's degree programme per academic year. The first starting date is 1 September 2014, the second is 1 February 2015. Research Master's and selective Master's degree programmes are exceptions; these programmes may have only one starting date, as set out in the relevant OER. The starting date for these programmes is then 1 September 2014.

Registration outside the starting dates is only possible following advice issued by the study advisor and with the permission of the Faculty Board. The starting dates also apply to students who are not registering for the first time for a Master's degree programme, regardless of their study progress.

Article 4. Registration procedure

2. Registration as a student at the University of Groningen is open to anyone who has been admitted to the degree programme, is over the age of eighteen and legally competent and can prove – or who is under the age of eighteen and whose parents, guardians or carers can prove – that he or she:
 - a. has Dutch nationality or is treated as a Dutch national on the basis of a legal provision
 - b. is a foreigner and younger than 18 years of age on the first day of the degree programme for which first-time registration is requested
 - c. is a foreigner, is over 18 years of age on the first day of the degree programme for which first-time registration is requested, and on that day is legally resident within the meaning of Article 8 of the Aliens Act 2000
 - d. is a foreigner and is living abroad on the first day of the degree programme for which first-time registration is requested
 - e. is a foreigner who no longer satisfies any of the conditions listed under b, c or d, and who previously registered for a degree programme at the University of Groningen while satisfying one of those conditions, and who is still following that degree programme but has not yet completed it.
3. Registration requests must be submitted via Studielink (www.rug.studielink.nl). The following applies to a request for registration:
 - a. applicants who have Dutch nationality, or who are treated as a Dutch national on the basis of a legal provision, must submit a copy of their passport or official identity card
 - b. applicants who do not fall under a. must submit a copy of their passport or official identity card and proof that they possess a legally valid residence permit
 - c. applicants must submit all documents that are requested.
4. Registration cannot take place until after a request to this end has been submitted in accordance with Article 4.2 and the relevant tuition fees have been paid.
5. Registration is for the entire academic year. The request for registration must be submitted and payment of tuition fees made before the start of the academic year, i.e. before 31 August 2014 at the latest. If a student will not satisfy all the registration conditions until September, registration as of 1 September is no longer possible.
6. If a student is registered for a degree programme that has a central ballot, and the student is allocated to the programme by DUO in September, the student may register as of 1 September on condition that the confirmation of admission is executed in September, that the tuition fees are paid in September and that the matching requirement has been satisfied.
7. It is not possible to register with retroactive effect. If the request for registration and/or the payment of the tuition fees takes place after the start of the academic year, the registration will apply from the first of the month following the month in which the request and the payment were received, and – regarding registration for a Master's degree programme – if it is one of the starting points referred to in

Article 3.3. The tuition fees will be reduced by a twelfth part for each month that the applicant was not registered.

8. Students will be issued with a student card when they first register. This card will remain valid for the entire registration period. A new card must be applied for in the event that the student card is lost; there is a charge for this. Students can download a proof of registration free of charge from MyUniversity or Facebook.
9. Registration for a Bachelor's degree programme after 1 February 2015 for academic year 2014-2015 is not possible for degree programmes to which a numerus fixus will apply as of 1 September 2015, unless the student was previously registered for this degree programme.
10. The tuition fees must be paid in accordance with the provisions of Chapter 7.

Article 5. Binding (negative) study advice (BSA)

1. If a student is issued a binding (negative) study advice (BSA) for a degree programme, reregistration for that programme or for the cluster of related programmes to which that programme belongs will be impossible for a period of two academic years starting on 1 September of the academic year immediately following, as set out in the BSA Manual.
2. An appeal against the BSA does not have a suspensive effect.
3. A BSA issued by a different institute of higher education shall not affect registration at the University of Groningen.

Article 6. Refusal or termination of registration due to proven unsuitability (judicium abeundi)

1. The Board of the University may in exceptional cases refuse or terminate a student's registration if this student's acts or statements prove him/her to be unsuitable for one or more of the professions which he/she is being trained for in his/her degree programme or for the practical preparation for the profession.
2. In the event that the board of an institute of higher education other than the University of Groningen has refused a student's registration for a degree programme in accordance with the provisions of Article 6.1, and the student requests registration in a similar or related degree programme offered by the University of Groningen, Article 6.1 shall also apply.
3. In the event that a student whose registration has been refused or terminated in accordance with the provisions of Articles 6.1 and/or 6.2 is registered for another degree programme that has specializations or other components similar or related to the degree programme for which registration has been refused or terminated, the Board of the University may decide to deny this student entry to the relevant specialization or other components of this degree programme.

Article 7. Damages

1. Art. 15.2 WHW states that anyone who uses teaching or examination facilities without legally valid registration is liable for damages.
2. These damages amount to one-twelfth of the relevant tuition fees for each month in which the person in question has illegally used the teaching and examination facilities of a University of Groningen degree programme.
3. The damages will be charged in addition to the relevant tuition fees payable for the entire academic year.
4. Registration will take place as of the first day of the month following the month in which payment as referred to in Article 7.3 is made, bearing in mind any starting dates that may apply. It is not possible to register with retroactive effect.
5. Those who wish to receive a degree certificate but who have used teaching or examination facilities without legally valid registration may make a statement to the Board of the University that the procedural requirements for awarding the degree certificate have been satisfied upon payment of the amounts referred to in Article 7.3. The examinations sat by the student in order to gain the degree certificate will thus become valid.

Chapter 3: MATCHING

Article 8. Compulsory matching procedure

1. Participation in 'matching' activities is compulsory for all new students:
 - a) who have a prior education in the Netherlands
 - b) who register for Year 1 of a Bachelor's degree programme
 - c) who were not admitted through the selection procedure (including decentralised selection)

N.B. The matching requirement also applies to degree programmes with a central ballot.

2. Students in this category cannot register unless it has been confirmed in ProgressNET (the student registration system) that they have satisfied the matching requirement. This shall only be the case if the student concerned has participated fully in all parts of the matching activities for the degree programme and has met all the relevant deadlines and obligations.
3. If the student has not participated in the matching activities, registration is still possible subject to the following conditions:
 - a) the Faculty Board is of the opinion that the student was unable to take part in the matching activity due to illness, pregnancy, disability, involvement in top sport, or another form of force majeure, or
 - b) the Faculty Board is of the opinion that failure to honour the request to register will result in a situation of unfairness of an overriding nature.

Article 9. 1 May deadline for enrolling in Studielink

1. New students who are required to take part in matching activities in accordance with Article 8 must enrol for these in Studielink by 1 May 2014 at the latest.
2. If the student concerned is enrolling in Studielink for more than one Bachelor's degree programme, the deadline of 1 May 2014 applies to only one of the Bachelor's programmes.
3. The requirement to enrol by 1 May 2014 does not apply to students who have received a negative BSA for a WO (university) or HBO (university of applied sciences degree programme) at a time such that it was not possible to enrol by 1 May. The student is required to participate in the matching activities for the degree programme. In order to enable the relevant department to organize matching activities, the student must enrol, by means of a request via Studielink, for the last round of matching activities no later than 31 July 2104.

Article 10. Content and data matching

1. All students who enrol via Studielink no later than 1 May 2014 will receive an e-mail message containing a link to a University-wide questionnaire that must be completed within two weeks of receipt.
2. As soon as the form has been completed, the students will receive information from their faculties about the subsequent procedure.
3. Students who complete the full matching procedure will receive a degree programme advice. In principle, this gives the student the right of admission to the programme to which the advice relates.
4. The matching procedure for certain degree programmes takes place earlier, in March/April 2014.
5. Matching activities for all degree programmes will take place in any case between 19 and 27 June 2014.

6. For all degree programmes, a final round of matching activities will be held between 1 and 22 August 2014. The deadline for enrolling for the last round of matching activities is 31 July 2014. After this date, participation in the matching procedure - and therefore registration - is no longer possible, notwithstanding the provisions of Article 8.3.
7. Only students in the following categories will be admitted to the final round of matching activities:
 - a) students who fail to gain a place by ballot or selection for academic year 2014-2015 for a degree programme with a fixed quota and/or selection procedure
 - b) students who, after taking part in a matching procedure for a degree programme, switched to another degree programme and who, given the date on which the matching result was published elsewhere or the matching procedure took place elsewhere, were not able to take part in the matching activities for the second degree programme in June 2014
 - c) students who applied after 1 May 2014 to a degree programme other than the programme to which they applied before 1 May and were thus not able to take part in the matching procedure in June 2014
 - d) students who received a negative BSA for a WO (university) or HBO (university of applied sciences degree programme at a time such that it was not possible to take part in the matching procedures in March/April or June 2014
 - e) students who, in the opinion of the Faculty Board were unable to take part in the matching activity in March/April or June 2014 due to illness, pregnancy, disability, participation in top sport, or other forms of force majeure
 - f) students resident of the public bodies Bonaire, Sint Eustatius and Saba, respectively Aruba, Curaçao and Sint Maarten. If these students can show that they are unable to be present in person at the matching activities in June and August, the relevant departments will make arrangements that enable the students to take part in a form of study-choice activity that does not require them to attend in person.

Chapter 4. STATUTORY TUITION FEES

Article 11. Statutory tuition fees - amounts

1. The statutory tuition fees for registration for a *full-time* degree programme are **€1,906**.
2. The statutory tuition fees for registration for a *part-time or dual* degree programme are **€1,405**.
3. The statutory tuition fees for registration for the Liberal Arts and Sciences degree programme are **€3,800**.

Article 12. Statutory tuition fees

1. The statutory tuition fees must be paid by students who:
 - a. when registering for a Bachelor's degree programme, have not previously gained a Bachelor's degree; when registering for a Master's degree programme, have not previously gained a Master's degree, and
 - b. are members of one of the groups referred to in Article 2.2. of the Wsf 2000 or have Surinamese nationality (see Appendix 1).
2. An exception to the provisions of Article 12.1.a are students who:
 - a. are awarded a Bachelor's degree while at the same time being registered for a second Bachelor's degree programme, or
 - b. are awarded a Master's degree while at the same time being registered for a second Master's degree programme,who must pay statutory tuition fees for the second degree programme. Such students may continue with the second degree programme for the statutory tuition fees on condition that their enrolment in the second degree programme has been unbroken since gaining the first degree.
3. Article 12.1.a does not apply to students who register for the first time for a degree programme in the fields of medicine or teaching in accordance with the CROHO classification.
4. The provisions of Article 12.1.a are based on the historical BRON HO file of 1 September 1991. Certificates gained before this date therefore do not qualify as previously gained degrees within the meaning of this article.
5. Any final assessment in an old-style *doctoraal* university degree programme successfully completed on or after 1 September 1991 is considered to be a previously gained Bachelor's and Master's degree.
6. Any final assessment in an old-style *doctoraal* degree programme at a university of applied sciences successfully completed on or after 1 September 1991 is considered to be a previously gained Bachelor's degree.
7. A student who is registered at an institution of higher education and has paid the statutory tuition fees, and who in the same academic year also wishes to register for a degree programme at the University of Groningen to which statutory tuition fees apply, shall be exempt from payment of tuition fees for this second registration unless an amount lower than the statutory tuition fees has been paid for the first registration. In this case the student must pay the difference between the two amounts. A BBC statement (*Bewijs betaald collegegeld*, proof of payment of tuition fees) with regard to the first registration must be submitted with the request for registration.

Article 13. Changes during the academic year

1. An exception to the provisions of Article 12.1.a are those students who are awarded a Bachelor's or Master's degree but who do not terminate their registration for that Bachelor's or Master's programme; for the remaining part of the academic year they must pay the statutory tuition fees for that registration.
2. Students who, at the time of registration for a degree programme, satisfy the conditions of Article 12.1 but at some point during that academic year no longer satisfy the conditions of Article 12.1.b (nationality requirement) must pay the statutory tuition fees for registration for that degree programme for the rest of the academic year.
3. Students who, at the time of registration for a degree programme, do not satisfy the conditions of Article 12.1 but during that academic year do satisfy the provisions of Article 12.1.b (nationality requirement) may submit a request to the International Service Desk (e-mail: isd@rug.nl) for the conversion of the university tuition fees into statutory tuition fees. The request must be submitted during the same academic year in which the conditions are satisfied. Conversion to the statutory tuition fees will occur as of the first of the month following the month in which the conditions were satisfied.

Chapter 5. UNIVERSITY TUITION FEES

Article 14. University tuition fees I

1. University tuition fees I for registration for a full-time degree programme are **€1,906**.
2. University tuition fees I for registration for a part-time or dual degree programme are **€1,405**.
3. The provisions of Articles 13.2 and 13.3 also apply to students who must pay university tuition fees I.
4. University tuition fees I must be paid by students who have been recognized by the UAF as student refugees.
5. University tuition fees I must be paid by every student recognized by the relevant faculty as a participant in an Erasmus Mundus degree programme at the University of Groningen, and who does not satisfy the conditions for statutory tuition fees.
6. University tuition fees must be paid by students who:
 - are not EU/EER nationals, and
 - are the spouse or registered partner of a Dutch person, and
 - are residing in the Netherlands with their Dutch partner/spouse.Students who wish to be considered for University tuition fees I must submit a request to the International Service Desk (www.rug.nl/isd).
7. Article 12.7 relating to the BBC does not apply to University tuition fees.
8. With multiple registrations, the sum of the required tuition fees must be paid.

Article 15. University Tuition Fees II:

1. University tuition fees II for registration as a student for a full-time Bachelor's degree programme are **€7,700, €10,300, €11,800, €20,000 or €32,000** (see Appendix 2).
2. University tuition fees II for registration as a student for a part-time or dual Bachelor's degree programme are **€4,260**.
3. University tuition fees II for registration as a student for a full-time Master's degree programme are **€10,800, €13,400, €20,000 or €32,000** (see Appendix 2).
4. University tuition fees II for registration as a student for a part-time or dual Master's degree programme are **€5,800 or €7,080**.
5. University tuition fees II must be paid by all students who do not satisfy the requirements for eligibility for statutory tuition fees or University tuition fees I.
6. Students who, after completing a previous degree programme, are following a first degree in the field of education or healthcare within the meaning of Article 12.2 for statutory tuition fees must pay university tuition fees II if they wish to follow a parallel degree programme, if they do not satisfy the conditions for statutory tuition fees for that degree programme.
7. The provisions of Articles 12.1-6 concerning tuition fees may be overruled if the Board of the University makes special arrangements with a university abroad.
8. Article 12.7 with regard to the BBC does not apply to University tuition fees.
9. With multiple registrations, the sum of the required tuition fees must be paid.

Article 16. Transitional provisions

1. All persons who registered as part-time students at the University of Groningen in

academic year 2009-2010 for tuition fees of € 1,215 for a part-time or dual degree programme, and who have since remained registered without interruption for the same programme at the University of Groningen but are not eligible to pay statutory tuition fees or University tuition fees I, must pay a University tuition fee equal to the statutory tuition fees when reregistering in academic year 2014-2015. The degree programme for which the student was registered in academic year 2009-2010 can be completed for the University tuition fees equal to the statutory tuition fees during the nominal length of the degree programme with an extension of up to 1 academic year, commencing on the first year of registration for the degree programme, and provided the registration is uninterrupted. Part-time students may take twice the nominal duration of the degree programme with a maximum extension of 1 academic year.

2. Students who followed the bridging programme for the Master's degree programme in Medicine in academic year 2009-2010 or 2010-2011 and registered for the Master's degree programme in Medicine immediately after completion of the bridging programme, and who have already gained a Master's degree in the medical field within the meaning of Articles 12.1.a and 12.2, qualify for University tuition fees I on condition that they satisfy the nationality requirement set out in Article 12.1.b and registration has not been interrupted since the initial registration. **N.B. This provision will cease to apply in academic year 2015-2016!**
3. Students who:
 - a. have been allocated a place on the Oral Surgery degree programme by the Oral Surgery Department of the UMCG, and
 - b. have successfully completed the Bachelor's and Master's degree programmes in Dentistry or the Bachelor's and Master's degree programmes in Medicine, and
 - c. within the framework of their oral surgery training programme must also complete the Bachelor's and Master's degree programmes in either Dentistry or Medicine (depending on the programmes they have already completed, see Article 13.2.b), and
 - d. started this second Bachelor's or Master's degree programme in Healthcare in academic year 2010-2011 (2010-2011 cohort),must pay University tuition fees I when registering for this Bachelor's and the related Master's degree programmes, on condition that the nationality requirement as referred to in Article 12.1.b is satisfied. **N.B. This provision will cease to apply in academic year 2015-2016!**
4. Students who were registered on a **3-year Master's degree programme** at the University of Groningen in academic year 2013-2014 and who were required to pay University tuition fees of **€11,873**, must pay the sum of **€12,207** to reregister for the same degree programme in academic year 2014-2015, provided the registration has not been interrupted. **N.B. This provision will cease to apply in academic year 2015-2016!**

Chapter 6. Fees for pre-Master's programmes

Article 17. Tuition fees: amounts

1. In accordance with WHW Article 7.57i, the amount of the tuition fees for pre-Master's programmes is based on the value of the programme in terms of ECTS credit points:

a) 15 ECTS programme	€ 476.50
a) 30 ECTS programme	€ 953.00
a) 45 ECTS programme	€ 1,906.00
a) 60 ECTS programme	€ 2,859.00

Some faculties offer programmes with a different student workload. The fees for these variants are proportionate:

- 0-30 ECTS: € 31.76 per ECTS (rounded-off)
 - 31-60 ECTS: € 63.53 per ECTS (rounded-off)
2. The student workload in ECTS of a pre-Master's programme is specified by the department on the statement of admission, together with the course units that make up the programme.
 3. Pre-Master's students may take only those course units that are part of their pre-Master's programme.
 4. If the student registers for a second degree programme or pre-Master's programme, there will be no exemption from or reduction of tuition fees.
 5. Pre-Master's students who are simultaneously registered for a Bachelor's degree programme in higher education, for which they have paid the statutory tuition fees, are exempt from payment of the fees for the pre-Master's programme.

Article 18. Payment and deregistration

1. The fees are paid in a single sum or in instalments, as for the tuition fees (Chapter 7 of these Regulations).
2. Fees will not be refunded if the student deregisters from or interrupts the pre-Master's programme during the academic year.
3. If the student has opted to pay in instalments, the instalments will continue until the fees have been paid in full.

Article 19. Reregistration

1. There is no fee for reregistering for a pre-Master's programme in academic year 2015-2016, provided the registration has not been interrupted.
2. For certain pre-Master's programmes there are progress requirements or stipulations regarding the period of time in which the programme must be completed. These restrictions are set out in the Teaching and Examination Regulations of the degree programmes. Registration can only take place once the relevant conditions have been met.
3. Students who were registered in academic year 2013-2014 and wish to reregister for academic year 2014-2015 must, in accordance with Article 19.2, request the department's permission for admission to one of the programmes offered within the faculty.
4. Part-time students who were registered for a pre-Master's programme for the first time in academic year 2013-2014, and who paid more than the standard part-time fees of € 1,353, will not be required to make further payment when reregistering in 2014-2015, provided the registration has not been interrupted.

Chapter 7. PAYMENT

Article 20. Payment of tuition fees

1. The tuition fees must be paid:
 - a. in full (in one instalment), or
 - b. in several instalments.
2. Payment must be made via a direct debit mandate, via a transfer to the University of Groningen account, via a PIN or credit card payment at the University Student Desk in the Academy Building, or by PIN or credit card payment or in cash at the Cashier's Office in the Academy Building.

Article 21. Payment in instalments

1. If the tuition fees are paid in instalments, a direct debit mandate must be issued to the University of Groningen.
2. Tuition fees paid in instalments will be debited in a maximum of 5 instalments, spread over the academic year and depending on the time of registration.
3. A non-recurring administration fee of € 24 will be charged for payment in instalments. This amount will be debited together with the first instalment.
4. If payment is by direct debit mandate, the signature on the mandate automatically grants approval to debit adjusted tuition fees in circumstances that affect the amount of the tuition fees due. Students will receive advance written notification of this, via their correspondence address known to the University of Groningen.
5. In the event that an instalment cannot be debited, a term will be set within which the instalment must be paid.
6. If an instalment cannot be debited, the student in question will be excluded from the University facilities (including IT facilities) after having been informed of the situation. This also means that it will not be possible to register for course units and exams.
7. If an instalment cannot be debited and the student has not arranged alternative payment of this instalment in advance, all remaining tuition fees will fall due in one instalment once the student has officially been served notice of default. Payments of tuition fees shall be credited to the longest outstanding instalment.
8. All collection charges must be borne by the student.
9. If one or more instalments are paid late during an academic year, the student in question may not pay by direct debit mandate the next academic year.
10. If a student issues a direct debit mandate to the University of Groningen for an account number that is blocked or will be blocked for direct debits from the University of Groningen, the student must supply a new account number or pay the remaining amount in one instalment.
11. In the event that the tuition fees have not been paid in full by the end of an academic year (31 August), the student in question will not be able to register for the next academic year until the outstanding amount has been paid, including any collection charges. On graduation, the degree certificate will not be issued before any outstanding tuition fees have been paid in full.
12. If a student graduates during the academic year, the degree certificate ceremony will be delayed until the student has satisfied the payment requirements.

Article 22. Payment in one instalment

1. Tuition fees can be paid in one instalment by a direct debit mandate, or by a transfer to the University of Groningen account, via a PIN or credit card payment at the University Student Desk in the Academy Building, or by PIN or credit card payment or in cash at the Cashier's Office in the Academy Building.
2. The provisions of Articles 21.4, 21.5, 21.6, 21.8, 21.9, 21.10, 21.11 and 21.12 shall apply mutatis mutandis.
3. Payment or instalments of tuition fees shall be credited to the longest outstanding instalment.

Chapter 8. DEREGISTRATION AND REIMBURSEMENT OF TUITION FEES

Article 23. Deregistration on request

1. A request to deregister must be submitted before the end of the academic year. Requests received after this date will not be processed.
2. Requests to deregister must be submitted via Studielink.
3. Deregistration will take effect on the first day of the month following the month in which a request to this end is submitted.
4. A request to deregister due to graduation will come into force in the month following the month of the examination date, on condition that it is in the same academic year.

Article 24. Deregistration for other reasons

1. In the event of death, deregistration will take effect on the first day of the month after the month in which the student died.
2. In the event of payment arrears, if an instalment cannot be debited within the term stipulated in Article 21.5, registration may be terminated on the first day of the second month after this term has ended.
3. If the Board of the University decides that a student has proved unsuitable, as set out in Article 6, this student's registration will be terminated on the first day of the month following the month in which this decision was taken.
4. In the event that the Board of the University decides to terminate a student's registration on the grounds of contravention of the University of Groningen House Rules and General Code of Conduct, or on the grounds of fraud, deregistration will take effect on the first day of the month following the month in which this decision was taken.
5. Deregistration within the meaning of Articles 19.2, 19.3 and 19.4 will not take place until the relevant student has been informed.

Article 25. Refund

1. Tuition fees are only reimbursed upon termination of registration.
2. Upon deregistration, one-twelfth of the statutory or University tuition fees that apply to the registration in question will be reimbursed for each remaining month in the academic year. In the case of deregistration as of 1 July, no tuition fees will be reimbursed for the months of July and August, except in a situation within the meaning of Article 24.1.
3. Fees will not be refunded if the student deregisters from or interrupts the pre-Master's programme during the academic year.

SECTION 2: PhD PROGRAMMES

Chapter 1. GENERAL PROVISIONS

Article 1. Definitions

- a. **Tuition fees:** the tuition fees to be paid for registration as a PhD student
- b. **Registration:** registration as a PhD student with the graduate school and payment of the relevant tuition fees (unless a PhD student is fully or partly exempt from paying tuition fees)
- c. **Academic year:** the period that begins on 1 September and ends on 31 August of the following year
- d. **PhD student:** a student who is selected for a PhD programme offered by a graduate school
- e. **Scholarship PhD student (*bursaal*):** a non-Dutch PhD student on a scholarship
- f. **Graduate school:** the school offering the PhD programme
- g. **PhD programme:** a training programme that prepares students for gaining a PhD
- h. **Ubbo Emmius contract:** the contract setting out the agreements made between a scholarship PhD student and the University of Groningen concerning the PhD programme.

Chapter 2. REGISTRATION

Article 2. Registration procedure for PhD programmes

1. Registration as a PhD student is open to those covered by the provisions of Article 4.1 of Section 1 of these Regulations.
2. Registration for a PhD programme is in principle for the entire academic year. If registration takes place during the academic year, it will apply for the remainder of that academic year.
3. The following documents must be submitted for registration:
 - a. A person with Dutch nationality, or who is treated as a Dutch national on the basis of a legal provision, must submit a copy of his or her passport or official identity card, or an extract from the Municipal Personal Records Database (GBA).
 - b. People who do not fall under a. must submit an extract from the Municipal Personal Records Database (GBA) and proof that they possess a legally valid residence permit.
4. In the event of registration *after* the start of the academic year, the tuition fees will be reduced by one-twelfth for each month in which the student in question was not registered.

Article 3. Deregistration procedure

1. A written request to deregister must be submitted before the end of the academic year. Requests received after this date will not be processed.
2. The University of Groningen may terminate a PhD or scholarship PhD student's registration as stipulated in the Regulations of the PhD Programme or in the Ubbo Emmius contract.

Chapter 3. TUITION FEES

Article 4. Tuition fees

1. PhD students/scholarship PhD students must pay University tuition fees of **€8,065, €9,800 or €11,640**, respectively.
2. Appendix 3 lists the tuition fees for the various degree programmes.

Article 5. Reduction of and exemption from tuition fees

1. Dutch scholarship PhD students on a University of Groningen scholarship are exempt from payment of tuition fees for the PhD programme.
2. Non-Dutch scholarship PhD students on a University of Groningen scholarship are exempt from payment of tuition fees for the PhD programme.
3. Other scholarship PhD students may be partly or wholly exempted from payment of tuition fees for the PhD programme by the Board of the University.

Article 6. Reimbursement procedure

1. Reimbursement of tuition fees is only possible after the PhD is awarded. A request for reimbursement must be submitted at the same time as the request for deregistration.
2. The request for reimbursement must be submitted before the end of the academic year.
3. One-twelfth of the tuition fees paid will be reimbursed for each month remaining in the academic year, starting in the month following the month in which the PhD was awarded.
4. No tuition fees will be reimbursed if the University of Groningen terminates a PhD student's registration.

Appendix 1:

Explanatory notes to Article 12.1.c of Section 1 of these Regulations

Who is covered by the groups referred to in Article 2.2 of the *Student Finance Act 2000*?

The following individuals are covered by these groups:

- a) People with Dutch nationality
- b) Nationals of one of the EU Member States (Austria, Belgium, Bulgaria, Cyprus, the Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, the Netherlands, Poland, Portugal, Romania, Slovenia, Slovakia, Spain, Sweden and the United Kingdom)
- c) Nationals of an EEA country that is not an EU Member State: Iceland, Liechtenstein and Norway
- d) Under special conditions, people with Turkish nationality based on Association Decision 1/80 of the Association Council EEC/Turkey (children of workers who live in an EU member state where they work or have worked)
- e) People with Swiss nationality (since 1 June 2002 on the basis of the treaty of 21 June 1999, enacted on 14 September 2001, Bulletin of Acts and Decrees 432)
- f) Family members (spouse; partner with whom a citizen of the European Union has registered a partnership in accordance with the legislation of that country, insofar as the legislation of the host country equates partnership with marriage and if the conditions of the host country's legislation are satisfied; blood relatives in the direct descending line as well as those of the spouse or partner younger than 21 years of age or who are dependent on them; blood relatives in the direct ascending line as well as those of the spouse or partner who are dependent on them) of EU citizens resident in the Netherlands with non-Dutch nationality, who do not have EEA nationality (based on Directive 2004/38/EC)
- g) Foreigners who are only legally resident on the basis of a residence permit for asylum seekers for a fixed period (Article 28 of the Aliens Act)
- h) Foreigners who are only legally resident on the basis of a residence permit for asylum seekers for an indefinite period (Article 33 of the Aliens Act)
- i) Foreigners who are only legally resident on the basis of a regular residence permit for an indefinite period (Article 20 of the Aliens Act 2000) (this includes long-term resident third-country nationals (based on Directive 2003/109/EC))
- j) foreigners who are only legally resident here on the basis of a regular residence permit for a specified period (Article 20 of the Aliens Act 2000) .
The permit must have been issued with regard to:
 - 1°. family reunification or family formation as referred to in Article 15 of the Aliens Act 2000 with a Dutch national or with a foreigner as referred to in Article 3.1.a or b of the *Student Finance Decree 2000* or an extended stay due to one of these reasons
 - 2°. residence as an unaccompanied foreign minor or an extended stay due to this reason
 - 3°. residence with the aim of adoption or fostering, or a stay due to this reason

- 4°. litigation related to human trafficking or an extended stay due to this reason
- 5°. residence as an alien who through no fault of his/her own is unable to leave the Netherlands, or an extended stay due to this reason
- 6°. residence other than that listed in Article 3.4.1 of the Aliens Decree 2000 but within the meaning of Article 3.4.3 of the Aliens Decree 2000, or an extended stay due to this reason
- 7°. residence related to the legacy of the previous Aliens Act as referred to in Article 3.17.a part b of the Aliens Regulations 2000, or an extended stay due to this reason
- k) Foreigners waiting for a decision on their request for a residence permit or an extension of a residence permit, insofar as they already receive Student Finance (Article 3.e, Student Finance Decree 2000)
- l) Foreigners who have previously received an allowance (under the WTOS) (Article 3.f, Student Finance Decree 2000).

Appendix 2:
University tuition fees II: academic year 2014-2015

- ***Faculty of Law***
- ***Faculty of Philosophy***
- ***Faculty of Theology and Religious Studies***
- ***Faculty of Arts***
- ***Faculty of Spatial Sciences***

Full-time Bachelor's degree	€ 7,700
Part-time/dual Bachelor's degree	€ 4,260
Full-time Master's degree	€ 10,800
Part-time/dual Master's degree	€ 5,800
Research Master	€ 10,800
Part-time Research Master	€ 5,800

- ***Faculty of Economics and Business***
- ***Faculty of Behavioural and Social Sciences***

Full-time Bachelor's degree	€ 7,700
Part-time/dual Bachelor's degree	€ 4,260
Full-time Master's degree	€ 13,400
Part-time/dual Master's degree	€ 7,080
Research Master	€ 13,400

Faculty of Mathematics and Natural Sciences

Full-time Bachelor's degree	€ 10,300
Full-time Master's degree	€ 13,400
Part-time/dual Master's degree	€ 7,080
Research Master	€ 13,400

Faculty of Medical Sciences / UMCG

Bachelor's/Master's degree in Medicine/Dentistry EEA	€ 20,000
Bachelor's/Master's degree in Medicine/Dentistry non-EEA	€ 32,000

Bachelor's degree in Human Movement Sciences	€ 10,300
Master's degree in Bewegingswetenschappen/Human Movement Sciences/Sport Sciences:	€ 13,400
Research Master	€ 13,400

University College Groningen

Full-time Bachelor's degree	€ 11,800
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See Article 16.4 for the transitional arrangements for Master's students for academic year 2014-2015.

Appendix 3:
Tuition fees for PhD programmes, academic year 2014/-2015

<u>Graduate School</u>	<u>Fees</u>
<i>Faculty of Law</i> Graduate School of Law	€ 9,800
<i>Faculty of Philosophy</i> Graduate School of Philosophy	€ 8,065
<i>Faculty of Arts</i> Graduate School of Humanities	€ 8,065
<i>Faculty of Theology and Religious Studies</i> Graduate School of Theology and Religious Studies	€ 8,065
<i>Faculty of Economics and Business</i> Graduate School of Economics and Business	€ 11,640
<i>Faculty of Behavioural and Social Sciences</i> Graduate School of Behavioural and Social Sciences	€ 9,800
<i>Faculty of Spatial Sciences</i> Graduate School of Spatial Sciences	€ 9,800
<i>UMCG:</i> Graduate School of Medical Sciences	€ 9,800
<i>Faculty of Mathematics and Natural Sciences</i> Graduate School of Science	€ 9,800