



Regulations governing the financial support of foreign students faced with study delay as a result of extraordinary or other circumstances, 2010-2012

The Board of the University of Groningen, in its meeting on 7 September 2010,

taking into consideration that:

Article 7.51 of the Higher Education and Research Act (WHW) does not cover financial support in the event of study delay on the part of foreign students who are not entitled to a performance-related grant as referred to in Chapter 5 of the Student Finance Act 2000 (WSF),

has decided to adopt the following regulations:

Article 1 Definitions

The following definitions apply to these Regulations:

Extraordinary circumstance:	a situation where a foreign student is faced with study delay due to force majeure (outside his or her own influence or will)
Foreign 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)
CLRS:	the Central Portal for the Legal Protection of Student Rights
Board of the University:	The Board of the University of Groningen
degree programme duration:	the nominal duration of a Bachelor's or Master's degree programme
University tuition fees:	the tuitions fees that apply to a student who does not qualify for statutory tuition fees
SSC:	Student Service Centre
student counsellor:	contact person for students who have study progress problems
study advisor:	employee of the faculty; advisor for study-related issues and the first person to whom study delays must be reported
UFC:	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
WSF 2000:	Student Finance Act 2000

Article 2 Scope

These Regulations only apply to foreign students who are following a full-time degree programme at the University of Groningen, have paid their tuition fees to the University and cannot claim a performance-related student grant under WSF 2000.

Article 3 Extraordinary circumstances

1. The following may constitute grounds for financial assistance:
 - a. illness
 - b. pregnancy
 - c. physical, sensory or other functional disorders/chronic illness contracted during the nominal programme duration
 - d. death of a first-degree relative
 - e. lack of a programme of study that meets objective standards
 - f. other extraordinary circumstances, if rejection would result in a situation of unfairness of overriding nature.
2. Other extraordinary circumstances include:
 - a. committee membership, if included in the Graduation Fund Regulations 2010-2013
 - b. consultative body membership, if included in the Graduation Fund Regulations 2010-2013

Article 4 Duration of support

1. Financial support due to circumstances within the meaning of Article 3.2 will only be granted once.
2. An accumulation of circumstances within the meaning of Articles 3.1 and 3.2 will never result in financial support for more than three months per academic year.

Article 5 Reporting to study advisor and student counsellor

1. As soon as a student incurs study delay or expects to incur study delay, he or she must immediately report to his/her study advisor as soon as it becomes clear that the extraordinary circumstance will last more than a month (a study delay of 5 ECTS or more) to discuss how the study delay can be limited as much as possible.
2. If it appears that the delay will be more than 15 ECTS, the student must make an appointment with a student counsellor at the SSC. Students who are unable to report to the study advisor themselves must appoint someone to do this for them.
3. In order to be eligible for financial support the student must follow the study advisor's advice and do everything he or she can to limit the delay as much as possible.

Article 6 Conditions for financial support

1. A student who has incurred study delay due to extraordinary circumstances as referred to in Article 3.1 is eligible for financial support:
 - a. for the duration of the Bachelor's degree programme in Higher Education, calculated from the first year of registration for Higher Education.
 - b. for the duration of the Master's degree programme in Higher Education
 - c. if he/she satisfies the age criteria in the WSF 2000, and
 - d. if he/she is registered as a full-time student at the University of Groningen and has paid University tuition fees to the University for the period covered by the request.
2. Students must be able to demonstrate that there are no other sources of financial aid available to them. This means that they must provide information concerning any financial allowance or student grant they have been awarded.

Article 7 Determining the extent of the study delay

The link between the extraordinary circumstance and the study programme is taken into consideration when determining the extent of the study delay. The number of months of

study delay caused by an extraordinary circumstance can therefore normally only be calculated at the end of the academic year, with a maximum of three months. The student must present a printout of the ECTS credit points earned in order to demonstrate that there is indeed study delay. Based on the list of marks, the definitive extent of the study delay will be determined at the end of the nominal programme duration.

Article 8 Procedure for requesting conditional financial support

1. Students must request conditional financial support by means of the digital request form on the website: www.rug.nl/studievertraging.
2. They must send the required documentary evidence to the Board of the University, attn. UFC, P.O. Box 72, 9700 AB Groningen, within 7 days of submitting the request form. The name and student number must be filled in on all documentary evidence.
3. 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. summary of all financial support received by the student (e.g. bank statements or other legal documents)
 - c. an authorized printout of credits from the Student Administration Office.
4. The request can be submitted between 1 September and 1 February after the academic year during which the extraordinary circumstance occurred.
5. Requests submitted after the deadline has passed shall not be considered.
6. If the request is incomplete, the student will be granted six weeks to complete the request. If the request is not completed within this term, it will not be considered 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 8 weeks of receipt of the completed request.
8. The decision will be:
 - a. either the granting of financial support,
 - b. or rejection of the request,
 - c. or nonconsideration of the request because it was submitted after the deadline,
 - d. or nonconsideration of the request because the request was incomplete and was not completed before the deadline.
9. The decision, supported by reasons, will be communicated to the student in writing. The student will be notified that he or she can lodge an appeal against the decision with the CLRS, via www.rug.nl/studenten or P.O. Box 72, 9700 AB Groningen, within 6 weeks of it being sent. The student can lodge an appeal against the decision of the CLRS with the district court.

Article 9 Definitive grant

1. At least three months before the end of the nominal Bachelor's or Master's programme duration, students must submit a request for a definitive grant of financial support on the basis of the provisional grant awarded in line with Article 8.8.
2. The decision will be:
 - a. either the granting of financial support,
 - b. or rejection of the request,
 - c. or nonconsideration of the request because it was submitted after the deadline,
 - d. or nonconsideration of the request because the request was incomplete and was not completed before the deadline.

3. The decision, supported by reasons, will be communicated to the student in writing. The student will be notified of the fact that he or she can lodge an appeal against the decision within 6 weeks of it being sent.
4. Payment will be made in the first month following the month after the end of the nominal programme duration, on condition that the student is registered at the University of Groningen and has paid the tuition fees.

Article 10 Extent and amount of financial support

1. The maximum extent of financial support will be 9 months for the nominal Bachelor's programme duration. For a Master's degree programme, the maximum extent of financial support will be 3, 6 or 9 months for the 1, 2 or 3-year Master's programmes respectively.
2. The amount of the financial support shall be equal to the amount of the basic monthly grant under WSF 2000.
3. Non-EEA students who pay University tuition fees and who suffer study delay through an extraordinary circumstance or force majeure, as referred to in Article 3.1, may also qualify for reimbursement of the difference between the institutional tuition fees and statutory tuition fees for the period in question.
4. The financial support that a student receives for membership of a consultative body or committee membership will be an amount equivalent to the basic grant. In addition, the financial support includes an annual component within the framework of the Graduation Fund Regulations, i.e. 'additional support'.
5. Contrary to the provisions of Article 10.1, if the extent of the financial support would lead to a situation of unfairness of overriding nature, the Board of the University may decide on a different policy.

Article 11 Date of commencement

These regulations will take effect on 1 September 2010 and will remain in force until 1 September 2012. The 'Rules of procedure for the financial support of foreign students faced with study delay as a result of extraordinary circumstances; 2008-2010' will lapse on this date.

Article 12 Citation and publication of the rules of procedure

1. These Regulations may be cited as 'Regeling financiële ondersteuning van buitenlandse studenten 2010-2012' (Regulations governing the financial support of foreign students 2010-2012).
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, 7 September 2010

the Board of the University