

Factsheet Exchange Programme

Nijmegen School of Management (NSM), Radboud University, Nijmegen, the Netherlands

General information

International Mobility Office (IMO)

Visiting address: Thomas van Aquinostraat 3.00.34,
6525 GD Nijmegen

Postal address: P.O.Box 9108, 6500 HK Nijmegen

Phone and email: +31 24 3615927 / imo@fm.ru.nl

Website: www.ru.nl/nsm/imo.

The IMO team consists of two coordinators, ms. Simone Buissink and ms. Beate Durlinger coordinate procedures for the international exchange students. Students can contact the staff members of IMO for practical issues, but also when they need help finding their way around campus, the city of Nijmegen or adjusting to the Netherlands and the Dutch. The staff members of IMO can refer students to the right person or institution if they do not know whom or where to turn to within the faculty with a specific type of question they might have.

Opening hours: Mondays, Tuesdays, Wednesdays and Thursdays 12.30 pm - 4.00 pm.

Application exchange programme

Admission requirements:

To take part in an exchange with NSM, students:

- Need to have the right qualifications for any course they want to follow. NSM Master's courses can only be taken if students have a completed Bachelor's degree in the relevant field of study.
- Need to be proficient in English in order to be able to follow courses at Radboud University

Nijmegen. An official (signed and stamped) university certificate of an English language course level B2 (Common European Framework), or a Cambridge First Certificate in English (minimum level B2), or a TOEFL test certificate with a score of at least 79 points (internet based), or an IELTS test certificate with a score of at least 6.0, or a TOEIC test with a minimum score of 670 (The modules 'Speaking and Writing' and 'Listening and Reading' have to be successfully completed). Native English speakers and students whose entire study programmes are taught in English are exempt.

- Be nominated by one of our partner schools before the deadlines shown below. The exchange coordinator needs to nominate students, by sending an email to imo@fm.ru.nl with students particulars.
- Submit their application before the deadlines shown below.

Nomination deadline:

Autumn term (first semester): 1 May

Spring term (second semester): 1 November

Students' application deadline:

Autumn term (first semester): 1 June

Spring term (second semester): 1 December

The International Mobility Office will then enter students into the nomination system, after which the central International Office will email the student all the information he/she needs for the application (tip: check the spam box, since emails sometimes get lost there).

The student will then receive login and password from the International Office. Students can fill in their application forms for the academic year online. For more information, visit: www.ru.nl/english/application.

After the online application, students will receive confirmation by email. They can then send the Central International Office the signed application and the other necessary documents by post. Unfortunately, incomplete application packages cannot be processed and students will therefore not be enrolled! We suggest students to make copies of all forms for their own administration. With the complete set of documents and the Radboud coordinator's approval, we will be able to start processing the enrolment at the university and arranging housing.

Housing

The housing department of the International Office can assist students. A request for assistance can be made by indicating on the online application that a student needs housing. The housing department will do its utmost to find housing for our incoming students, but cannot give any guarantees. The International Office mediates in and allocates these rooms, but the rooms are owned by the Short Stay Housing Nijmegen (SSHN). When there are rooms available, the IO will assign you a room. Availability is scarce and the housing department cannot guarantee to assign the room of your preference.

SSHN student complexes:

Talia	€ 435,- per month
Vossenveld	€ 385,- per month
Hoogveldt	€ 350,- per month

Also see www.ru.nl/english/housing.

Visa and residence permit

Radboud University's central International Office can give assistance to students requiring an entry

visa and/or residence permit for the Netherlands. For more information please, visit www.ru.nl/english/visa.

Costs of living

- Study material, books, lecture notes, photocopies etc. approximately € 350,-
- Food and drink, travel expenses, clothing and personal care etc. approximately € 2000,-
- Accommodation approximately € 2500,-
- Insurance, health, personal liability etc. approximately € 500,-
- Visa and residence permit etc. approximately € 300,-

Academic Calendar

NSM's courses are based on the semester. Visiting exchange students are welcome for 1, or 2 semesters. Each semester is divided in two blocks or quarters. Lectures and classes are taught during these periods, usually a course runs for one block.

Autumn term (first semester): Beginning of September – End of January

Spring term (second semester): Beginning of February – End of June

Students are expected to stay at NSM until they have completed their final exams. Students can take one resit for any failed course, during designated resit periods. On certain conditions they can take the resit at their home university. The resit must be taken at exactly the same day and time as in Nijmegen, the Netherlands, and the home university must co-ordinate and supervise the exam. The exam resits of the second semester take place at Radboud University in August. For more information, please contact the IMO.

Courses

Exchange students can choose courses from curriculum of the programmes offered at NSM.

The full-time workload is 30 ECTS per semester, equivalent to 840 study hours. 1 ECTS is equal to 28 study hours.

Schedule

The schedule can be found at www.ru.nl/nsm/schedule.

Grading

The Dutch grading system is an absolute grading system. Grades are awarded on a scale from 0 to 10, 0 being the lowest and 10 being the highest. Grades from 6 upwards are regarded as 'pass'.

V or VOLD: Passed (no exact grade given, but student has fulfilled the requirements)

O or ONV: Failed (no exact grade given, but student has not fulfilled the requirements)

For more information, please visit www.ru.nl/io/grading-table.

Buddy programme

At NSM we make use of a buddy programme. The buddy of incoming students is a voluntary student who introduces incoming students to their new home and the Dutch way of life. He/she will be there to answer the questions students might come up with. All in all, a buddy can tell incoming students many ins and outs of the Dutch culture, life in Nijmegen and being a student on our campus. Please visit www.ru.nl/nsm/askforabuddy for more information and to apply for the buddy programme.

Orientation

At the beginning of each semester there is an Orientation week especially for our new international exchange students. This week

is organised by the International Office in cooperation with Radboud International Students (RIS). Depending on the semester, this Orientation includes exciting activities such as: campus walks on the university campus and in the city of Nijmegen, sports events, parties, etc. By participating in this programme students will quickly get to know both Nijmegen and Radboud University, and make new friends from around the world at the same time!

The Orientation for the fall term will be organized in the third week of August and the Orientation for the spring term will be organized in the last week of January.

Language courses

Radboud in'to Languages is the centre of excellence for language and communication at Radboud University. They offer a wide range of languages courses, language services and communication courses. Radboud in'to Languages organizes several courses for learning Dutch and other languages. For more information, please visit www.ru.nl/radboudintolanguages/en.

Radboud Sports Centre

Radboud University has a modern sports centre called Radboud Spots Centre. The price for making use of the sports centre is € 100,- per academic year or € 15,- per month. The students get access to more than 70 sports including sports courses. For more information, please visit www.ru.nl/sportscentre.

Social media

Nijmegen School of Management is active on Facebook and Twitter. In case students are interested in what is going on at the faculty, please like us on Facebook and follow us on Twitter.

Facebook: <http://www.facebook.com/radboudnsm>

Twitter: <http://twitter.com/radboudnsm>