



Information Sheet Erasmus+ 2017-2018



Faculty of Law – University of Groningen

Erasmus Code	NL GRONING 01
Erasmus+ Code Law	042
Website	www.rug.nl/law/io www.rug.nl/law/exchange
Postal address	International Office Faculty of Law – University of Groningen PO Box 716 9700 AS Groningen The Netherlands Phone: +31-50-3635756 (incoming students) Phone: +31-50-3634777 (outgoing students) Secretariat: +31-50-3637942 Email: exchangelaw@rug.nl
Visiting address of the International Office Faculty of Law Groningen	Harmonie building (=main building Faculty of Law & Faculty of Arts) Oude Kijk in 't Jatstraat 26 9712 EK Groningen - The Netherlands Room H1314-0112 (former Law Library)
Staff of the International Office	Ms. Kirsten Wolkotte, LL.M (coordinator International Office and study advisor) Ms. Stephanie Hoenders (study advisor) Ms. Marijke Nieborg (course & curriculum evaluations) Ms. Astrid van Dort (exchange officer incoming exchange) Ms. Manon Siemerink (exchange officer outgoing exchange) Ms. Marlies Hof (secretary of the international office) Mr. Chris Brennan (marketing advisor)
Faculty contact person for incoming exchange students	Ms. Astrid van Dort, exchange officer International Office - Faculty of Law Tel: +31-50-363 5756 e-mail: exchangelaw@rug.nl
Faculty contact person for Groningen outgoing exchange students & staff exchange	Ms. Manon Siemerink, exchange officer International Office - Faculty of Law Tel: +31-50-363 4777 e-mail: exchangelaw@rug.nl

Contactpersons for exchange agreements	Ms. Astrid van Dort Ms. Manon Siemerink e-mail: exchangelaw@rug.nl
Secretary International Office – Faculty of Law	Ms. Marlies Hof, secretary International Office – Faculty of Law Tel: +31-50-363 7942 e-mail: exchangelaw@rug.nl
Erasmus+ Institutional Coordinator University of Groningen	Ms. Regine van Groningen University of Groningen - International Strategy & Relations PO Box 72 - 9700 AB Groningen – The Netherlands Tel: +31-50-363 7231 e-mail: r.j.van.groningen@rug.nl / erasmusplus@rug.nl
Website for incoming exchange students	www.rug.nl/law/exchange
Enquiries	All questions regarding an exchange period in Groningen can be sent to: exchangelaw@rug.nl
Application deadlines	1 June – for Fall semester and academic year 1 November – for Spring semester Online Law Application file (with <u>all</u> required documents) should be sent to: exchangelaw@rug.nl All incoming students will receive an email with instructions from Groningen after their nomination is received
Accommodation in Groningen	After we have received the nomination from our partner university, incoming students will receive an email with detailed instructions on the accommodation procedure. Housing options: <ol style="list-style-type: none"> 1. Via Facebook group “room-swap”: https://www.facebook.com/groups/877601649032594/ 2. The Student Hotel Groningen. See: www.thestudenthotel.com 3. Student Housing Organization SSHXL Booking with SSHXL for 2017-2018 will open May 2017. Reservations can be made by sending in the SSHXL online Application form for accommodation on the website: www.sshxl.nl/en <p>▶▶ Please indicate the name of your law contact person: A.E. van Dort</p> <ol style="list-style-type: none"> 4. Other options: If you can/want to arrange accommodation via Facebook groups, or via people you know, or via websites/private market, or via other ways, then of course that is fine as well. But make sure to check first if the source/person you are dealing with is reliable.

<p>Introduction events:</p> <ul style="list-style-type: none"> ▶ Faculty introduction & meet-and-greet ▶ University welcoming ▶ discussing/finalising exchange students' course list 	<p>Mandatory Introductions:</p> <ul style="list-style-type: none"> ▶ Faculty introduction & meet-and-greet: 30 August 2017 ▶ General University welcoming: 31 August 2017 ▶ discussing/finalising law exchange students' course lists: 1 September 2017 <p>NOTE: All incoming students are expected to attend this introduction programme. More information (exact dates + programme) will be sent to all incoming students by e-mail well before the start of their study period in Groningen.</p> <p>Second semester: 31 January & 1-2 February 2018 (dates not definite yet !)</p>
<p>Law courses for exchange students</p>	<p>Usually around end of June, the definite list of law courses for the coming year will become available. This list is sent to all incoming exchange students. See for provisional course list/course descriptions/entry requirements: http://www.rug.nl/rechten/education/international-programmes/exchange/courses/schedule-of-courses</p>

<p>IMPORTANT NOTE:</p> <p>THE ACADEMIC CALENDAR:</p> <ul style="list-style-type: none"> • There are four teaching blocks, separated by three exam weeks. • Bachelor courses (level B) are worth either 5 European credits (ECTS) or 10 ECTS. • master courses (M-level) normally have 6 ECTS (note: there are a few exceptions with 5 ects, so always first check the course descriptions when making your study plan) 	<p style="text-align: center;">2017-2018 Academic Calendar</p> <p>Block 1 4 September – 20 October 2017 lecture period 23 October – 10 November 2017 exam period Block 1</p> <p>Block 2 13 November 2017 – 12 January 2018 lecture period 22 December 2017 last lecture day December 25 December 2017 – 5 January 2018 Christmas holiday 8 January – 12 January 2018 last lecture week Block 2 15 January – 2 February 2018 exams Block 2 & resit exams of Block 1</p> <p>Block 3 5 February – 23 March 2018 lecture period 26 March – 13 April 2018 exams Block 3 & resit exams of Block 2</p> <p>Block 4 16 April – 8 June 2018 lecture period 11 June – 22 June 2018 exam period Block 4 25 June – 6 July 2018 resit exams Block 3+4</p> <p>No lectures will be given on: 30 March + 2 April 2018 – Good Friday + Easter Monday 27 April 2018 - King's Day 10 May 2018 - Ascension Day, and 11 May 2018 21 May 2018 - Whit Monday</p>
---	--

<p>Visa</p>	<p>Information on visa / residence permits can be found via: http://www.rug.nl/education/international-students/visa-immigration/ Or on the site of the Immigration and Naturalisation Service (IND) https://www.ind.nl/EN/ Detailed visa information can also be obtained from the university's international student desk: isd@rug.nl Non-EU students will receive visa information from the ISD separately by email.</p>
<p>Health insurance = compulsory</p> <p>Health insurance for international students</p> <p>European Health Insurance Card</p>	<p>It is compulsory in the Netherlands to have medical insurance. All foreign students have to arrange for their own health insurance (your current insurance might also be valid in the Netherlands, so check that first), third-party liability insurance and/or baggage insurance. For more information see the website of the University of Groningen: http://www.rug.nl/education/international-students/health-insurance/</p> <p>It is possible for foreign students to arrange a good and fairly cheap insurance via http:// www.students-insurance.eu</p> <p>EHIC card Students from <i>European</i> partner universities can ask their own Insurance company to provide them with the <i>European Health Insurance Card</i></p>
<p>Language of instruction:</p> <p>English</p>	<p>The language of instruction is English. Students who speak Dutch fluently can also take a number of law courses in the Dutch language (to be discussed upon arrival with the exchange officer).</p>
<p>Language assessment</p> <p>Required level of English proficiency</p> <p>With level B2 students can only take bachelor level courses</p> <p>Master level courses require at least level C1.</p> <p>Master level courses may also have special entry requirements</p>	<p>Students are expected to have a command of the English language suitable for the level of study, and the Law Faculty/International Office reserves the right to deny admission into courses if the English language level of the student might impede progress for other students.</p> <p>►The Law Faculty Groningen does not require an official English language test yet, but will need confirmation from the partner institution that their nominated students have at least level B2 (for bachelor courses) or level C1 (for master courses).</p> <p>Additional remarks for students whose native language is not English: -The Faculty of Law-Groningen wants to emphasize that a level of English similar to B2 is the minimum requirement if students want to follow bachelor law courses and pass exams. We expect incoming exchange students to have at least this B2</p>

	<p>level, and we ask their home university to confirm the student's level.</p> <p>Required level of English for our law courses:</p> <ul style="list-style-type: none"> ▶ <u>for bachelor level courses in Law (indicated by B):</u> minimum level is B2 (CEFR) or score 82 for the TOEFL or score 6.0 in the IELTS ▶ <u>for master level courses in Law (indicated by Ba/Ma or M):</u> required level is C1 (CEFR) or score 92 for the TOEFL or score 6.5 in the IELTS ▶ Ba/Ma courses have end of bachelor/first phase master level <p>▶ Native speakers are exempt from this requirement.</p> <p>CEFR= Common European Framework of Reference for Languages; this system is often used in Europe TOEFL=Test of English as a Foreign Language IELTS = International English Language Testing System</p>
<p>Level of law courses for incoming students</p>	<p>The faculty offers law courses at:</p> <ul style="list-style-type: none"> -Bachelor level – B1, B2 and B3 (number refers to the year of Law study) -Ba/Ma level – end of bachelor/first phase master level -Master level – for advanced law students; at master level (4th year law students; sometimes also end of 3rd year law students). <p><u>Note:</u> not all bachelor and master level courses are open to exchange students. Please ask the International Office .</p> <p>The Law Faculty offers very few law courses at 2nd year bachelor level. Therefore we can only accept exchange students who have finished at least two years of law studies when they arrive in Groningen.</p> <p>Some of the law courses on offer do not require a specific law background, and are therefore also open to non-law exchange students (=a limited list). Other law courses have specified prerequisites which must be met. See course descriptions.</p> <p>Important: students who want to take specialised courses in International law or European law are expected to already have done a basic course in these law fields (either at home or in Groningen). If that is not the case, then no advanced courses in these law fields can be taken.</p> <p>For very specialised courses like e.g. Company Law and International Corporate Insolvency Law (LLM courses), students must have already studied company law at home/have a company law background. Also see the entry requirements of this course (course description).</p>
<p>Learning, Teaching, and (types of)</p>	<ul style="list-style-type: none"> ▶ The standard workload for a semester is 30 EC. ▶ Most courses consist of general lectures, sometimes with additional working groups. Some courses are offered in the form

<p>Examinations</p> <p>Handwrite your exams</p> <p>Dyslexia</p>	<p>of a seminar.</p> <p>► Assessment is done either by written exams, oral exams or exams in the form of a paper, and sometimes a paper in combination with a presentation in class or oral exam.</p> <p>► Detailed information is given in the (digital) study and information guide for international students, and also during the first lecture of a course.</p> <p>See also: www.rug.nl/rechten/education/international-programmes/exchange/courses</p> <p>NOTE: written exams are made <u>handwritten</u>, so not typewritten. Students who cannot handwrite their exams must ask special permission from the Board of Examiners and must show a doctor's statement or proof of similar arrangements from their home university. Requests must be made well in advance. See also the digital study guide (via the Student Portal > Faculty Tools > Law Knowledgebase)</p> <p>NOTE: students with dyslexia who have special exam arrangements at home, should write a timely request to the Board of Examiners if they need similar exam arrangements during their exchange period in Groningen.</p>
<p>Important: Independent way of studying and Preparation for exams</p> <p>Student Service Centre:</p> <ul style="list-style-type: none"> - Study Support Crew, and - general support <p>For more details see: Student Portal > Faculty tools > Law Knowledgebase</p>	<p>Not all courses have working groups or tutorials, so students are expected to be able to arrange their own study schedule, and make their own study plan for the semester.</p> <p>This 'independent study' atmosphere in our Faculty might cause some difficulties for students who are used to getting more guidance in planning their studies, studying their reading material or making assignments.</p> <p>Assistance with making a workable study schedule can be offered by the International Office, and by the Study Support Crew of the University's Student Service Centre – they can offer workshops and short trainings to university students to help them organize their studies more efficiently and effectively.</p> <p>Students who have difficulties with planning their studies or with the different way of studying (and exams) in Groningen, are strongly advised to contact the International Office or the Study Support Crew at an early stage. See their website: www.rug.nl/ssc</p> <p>Also for problems which are not directly related to their studies, students can contact the International Office or the Student Service Centre.</p>
<p>Language Centre</p>	<p>In August and in January an intensive language course in Dutch will be given by the University's Language Centre. For more detailed: www.rug.nl/languagecentre E-mail address: talencentrum@rug.nl</p> <p>Location: Harmonie building, first floor.</p>
<p>Information package</p> <p>Groningen student card</p> <p>Groningen email account</p>	<p>Upon arrival all incoming students will receive an information package from the International Office. This will include a.o. the RuG student card (if already available), thesis and paper guidelines, information on health care, the library, sports facilities, and other useful information.</p>

	<ul style="list-style-type: none"> ▶The Groningen/RuG e-mail address, initial password and student number will be sent digitally to the incoming exchange students after the faculty has registered them, so that the students can immediately use their Groningen student account once they have activated it. ▶Students will also receive instructions (by e-mail) on how to upload their photograph for their Groningen student card, so that their card is ready upon arrival. We urge students to upload their photograph immediately after receiving the instruction email. ▶The Groningen/RuG student card can be used for student identification, entrance to the exam, for printing, copying, coffee, etc. ▶Once students are in Groningen, the Faculty of Law will only use the Groningen email account for communication with the students. So students should check their Groningen email account regularly.
<p>STEP-BY-STEP guide</p> <p>Will be sent to student in July</p>	<p>About two months before their Groningen adventure begins, all incoming exchange students will receive our step-by-step guide which will help them through our law application process, housing procedure, student portal, course enrolments and all other aspects which need to be arranged before their arrival in Groningen; see (for 2016-17): www.rug.nl/law/exchange/start</p> <p>(the current dates will soon be updated for 2017-18)</p>
<p>Law Knowledgebase</p> <p>www.rug.nl/law/knowledgebase</p>	<ul style="list-style-type: none"> ▶the Law Knowledgebase (step 8 in the step-by-step guide) provides extra information on studying in Groningen (e.g. study load, course content, examinations, etc.) including the Law Faculty's rules and regulations. If students have questions they can first consult the Law Knowledgebase. <p>See also: Student Portal > Faculty tools > Law knowledgebase</p>
<p>Other practical matters</p> <p>Students with disabilities</p>	<ul style="list-style-type: none"> ▶For more information on practical matters and to prepare your stay in Groningen, see also: www.rug.nl/education/international-students/getting-started/ ▶For more information on facilities for studying with disabilities, see: www.rug.nl/education/international-students/studying-with-disability/ <p>Students and staff with disabilities are welcome to Groningen University. Arrangements for the exchange have to be agreed on before nomination. The sending institution is responsible for covering all extra costs in connection with the exchange.</p> <ul style="list-style-type: none"> ▶For more information on the exchange programme of the Faculty of Law-Groningen, see: www.rug.nl/rechten/education/international-programmes/exchange/ ▶for more information on the ECTS and diploma supplement label, the ECTS user's guide, etc, see: http://www.rug.nl/news-and-events/news/archief2013/nieuwsberichten/university-of-groningen-awarded-with-ects-and-diploma-supplement-labels

	.
<p>How to get to Groningen</p> <p>Inform your accommodation of arrival day/time</p>	<p>► Information on how to get to the University is available via: http://www.rug.nl/corporate/universiteit/wiewatwaar/route</p> <p>► The nearest airport is Amsterdam Airport Schiphol and from there you can take a direct train to Groningen. This trip will take about two-and-a-half hours.</p> <p>IMPORTANT: Please inform the student manager of your student residence of your date and approximate time of arrival. After arrival in Groningen students can first go to their accommodation and get settled. All students are expected to attend the Law introduction session.</p>

[April 2017]