



FACULTY OF HUMANITIES  
*International Office Humanities*

**Information Letter**  
*Pre-application*

*Spuistraat 210  
1012 VT Amsterdam  
The Netherlands*

Amsterdam, July 2010  
Enclosure(s):  
*How to determine your level*

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We are very pleased that you are considering a place as an exchange student at the Faculty of Humanities of the University of Amsterdam. We hope you can find all the information you need in this letter and on our website.

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**Application procedure**

To complete your application you need to fill out our official [application form](#). You can find this on [http://www.studeren.uva.nl/exchange\\_humanities](http://www.studeren.uva.nl/exchange_humanities). The form will be opened as from August 1<sup>st</sup>.

Please enclose the following items with your application:

- a passport-size picture;
- a transcript in English. This should include your courses, grades and credits. If your university cannot provide transcripts in English, please translate it yourself. In that case please send us the official transcript from your university (in your own language) as well.
- English language test certificate

When you have completed the form, print it and have it signed by the student exchange coordinator at your University. Please send it to:

Universiteit van Amsterdam  
Faculty of Humanities  
International Office Humanities  
Spuistraat 210  
1012 VT Amsterdam  
The Netherlands



## Deadlines

For the first semester/complete academic year 2010/2011: May 15th

For the second semester 2010/2011: September 15<sup>th</sup>

Please note: students who apply for the 2<sup>nd</sup> semester receive more information in September/October. Until which their application will be kept in file.

## Information about English language requirements

We strongly recommend all students to take an official English language test. Students can send in the test results until mid August. Official tests we accept are:

- the International English Language Testing System (IELTS)<sup>1</sup>
- one of the Cambridge International Examinations (CAE, CBE)<sup>1</sup>

Note: Please contact us in case you have done TOEFL. This test is not accepted at every department of the UvA.

If you are not a native speaker and did not take an official English test you will be asked to take an online English language test, the digital Oxford Placement Test. The Humanities' International office will provide students with the log-in information later on. Please read the attached document '*How to determine your level*' for more information on the consequences of this test result.

## Information about the study programmes

The normal workload of a regular student at the UvA is 30 EC (European Credits). This is equivalent to around 40 hours of study per week, including lectures, reading, assignments, library queries and discussions. You are not obliged to take 30 EC. A total of 25 EC or even 20 EC is fine with us.

In the Universiteit van Amsterdam credit system, most courses are worth 5 or 10 EC credits. In order to facilitate credit transfer between European universities, the Universiteit van Amsterdam uses the European Credit Transfer System (ECTS). At the end of their stay we send students a transcript listing the credits (EC) and grades obtained.

## Course catalogue

Information about courses can be found in our online course catalogue. Exchange students at our faculty can select courses from the Humanities' programme for exchange students: <http://studiegids.uva.nl/web/uva/sgs/en/p/951.html>. The courses are divided in so-called 'streams'. These streams focus on the strong points of our faculty. You can choose courses from these streams, but you do not need to limit yourself to one stream.

Each course in the Humanities' programme for exchange students has its own level. The level of a course is determined by the academic background and by the level of English or Dutch language skills needed to attend the course.

### *Level 4*

These are courses at MA level. Students need an official English test (see above) and need to have three years of academic background in the relevant discipline. Exchange students who would like to take MA courses must apply for these

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<sup>1</sup> You can find the acceptable test result on our website: [http://www.studeren.uva.nl/exchange\\_humanities](http://www.studeren.uva.nl/exchange_humanities) ,see Application and admission



courses at the Humanities International Office and not at the Graduate school for Humanities. Students need permission from the MA coordinator (the Humanities' International Office will ask for this).

#### *Level 3*

These are courses offered by the ISHSS and students need to have passed an official English test and have two years of academic background in the relevant study field. Acceptance depends on the decision of the ISHSS (Humanities' International Office will forward your file to the ISHSS).

#### *Level 2*

The majority of courses are at this level. They are open to students who scored sufficiently on the digital English test or have passed an official English test. Students must meet the course's entry requirements.

#### *Level 1*

All students can take these courses. Students who did not score sufficiently on the digital English test can only take level 1 courses and courses in their own language.

**Please note that, unfortunately, application for a course does not guarantee placement; courses may be cancelled or there may be more qualified applicants for the available places.** For that reason, students applying for courses should realize that it might not be possible to take a full workload in their area of study (and at the appropriate level). Flexibility and a willingness to take courses outside of students' field of study are therefore important!

### **After application**

Once we have processed your application, we will send you more information on various practical and academic matters, such as accommodation, Dutch language courses and course registration. You will regularly receive information letters such as this to keep you informed and up to date with things that need to be done.

It is very difficult to find accommodation in Amsterdam. The University of Amsterdam has contacts with several housing corporations who have student flats for international students in various parts of Amsterdam.

After you have been admitted, we will send you an email with a link for the online application for student housing. The student housing facilities of the UvA are limited, therefore filling in this online application does not guarantee placement.

If you have any further questions, please do not hesitate to contact us. In the mean time please check our website [www.student.uva.nl/exchange\\_humanities](http://www.student.uva.nl/exchange_humanities), and some other useful websites: [www.uva.nl](http://www.uva.nl), <http://coursecatalogue.uva.nl>, [www.shortstay.dekey.nl](http://www.shortstay.dekey.nl) and [www.amsterdam.nl](http://www.amsterdam.nl).