



# **Fact sheet International Exchange Programme**

**Academic year 2023-2024**

# International Exchange Programme

## Factsheet for the academic year 2023-2024

### General information

<b>Address Head Office</b>	<p>Tio Business School          Ms. K. Vlijter – International Student Affairs Office          Ms. S. Alexis – International Exchange &amp; Study Abroad Officer          St. Jacobsstraat 400, 3511 BT Utrecht, The Netherlands          ☎ +31 (0) 30 79 99 000          ✉ <a href="mailto:internationaloffice@tio.nl">internationaloffice@tio.nl</a></p>
<b>Erasmus Code</b>	<p>NL UTRECHT 35 - EUC 242897  <a href="#">Click here for the Erasmus+ Student Charter and Regulations.</a></p> <div>  <span>Erasmus+</span> </div>

### Departmental contact information

<b>International Tio Campuses</b>	<p>Tio University of Applied Sciences has 6 campuses in The Netherlands (Utrecht, Amsterdam, Rotterdam, Eindhoven, Hengelo and Groningen). Study locations for exchange students are <a href="#">Utrecht &amp; Amsterdam</a>.</p> <p>Students can apply for a specific location, although this cannot be guaranteed. Respecting each preference Tio will, in consultation with your university, allocate every individual to one of the locations (Amsterdam, Utrecht, Rotterdam or Eindhoven).</p>	
	<p><a href="#">Tio Campus Amsterdam</a>          Ms. E. Smith-Folkersma          Tempelhofstraat 5          1043 EA Amsterdam          The Netherlands</p> <p>☎ +31 (0)20 475 10 57          ✉ <a href="mailto:amsterdam@tio.nl">amsterdam@tio.nl</a></p>	<p><a href="#">Tio Campus Eindhoven</a>          Ms. E van Dommelen          Begijnhof 8-12          5611 EL Eindhoven          The Netherlands</p> <p>☎ +31 (0)30 7 999 000          ✉ <a href="mailto:eindhoven@tio.nl">eindhoven@tio.nl</a></p>
	<p><a href="#">Tio Campus Rotterdam</a>          Mr. B. Kuijpers          Weena 457          3013 AL Rotterdam          The Netherlands</p> <p>☎ +31 (0)30 7 999 000          ✉ <a href="mailto:rotterdam@tio.nl">rotterdam@tio.nl</a></p>	<p><a href="#">Tio Campus Utrecht</a>          Ms. M. Lenferink          Oudenoord 2          3513 ER Utrecht          The Netherlands</p> <p>☎ +31 (0)30 666 88 36          ✉ <a href="mailto:utrecht@tio.nl">utrecht@tio.nl</a></p>

## Academic information

<b>Available study places</b>	Depends on the (bilateral) agreement with your home university
<b>Language of instruction</b>	English (Minimum level B2 required, by proof in IELTS/TOEFL or CEFR)
<b>A full semester constitutes</b>	30 European Credits (The minimum number of credits that needs to be taken / selected is 15 EC)
<b>Courses &amp; modules</b>	<p>Students can choose a module with courses from the International Exchange modules. These modules represent the studies of Tio. Please find the full list of choices and modules at: <a href="https://tio.nl/course-catalogue/">tio.nl/course-catalogue/</a>.</p> <p><b>Please note:</b> Some courses are very popular among students and fill up quickly. <b>All courses have a maximum number of students</b> (per campus), so <b>applying quickly</b> is important. In case courses are fully booked, you will need to select another module or course.</p>
<b>Learning agreement</b>	Prepared by sending institution and student.
<b>ECTS / credits</b>	All study points will be accredited according to the EC transfer system (ECTS).
<b>Visa</b>	Students who require a visa (Non-EU students) need to contact the international office for more information on procedures and exact costs. Visa students are <u>obliged to apply for the 'service / package fee'</u> including housing offered by Tio and the visa application procedure done by Tio (see below).
<b>Period of stay</b>	Tio expects incoming exchange students to be present for the full semester.

## Academic Calendar

\*(Dates are indicative and might change during the year, without prior notice)

<b>Registration deadlines</b>	<p>Fall semester (September – December)</p> <ul style="list-style-type: none"> <li>• Non-EU/EEA citizens: 1st May</li> <li>• EU/EEA citizens: 1st June</li> </ul> <p>Spring semester (January – May)</p> <ul style="list-style-type: none"> <li>• Non-EU/EEA citizens: 1st October</li> <li>• EU/EEA citizens: 1st November</li> </ul> <p>All registrations go via our online portal. Once your home university has nominated you, via e-mail, we will send you the invitation email so you can start your registration.</p>
<b>1st Semester dates</b>	<p>Fall Semester:</p> <p>Welcome Day: Thursday 31 August 2023*</p> <p>Lecture period: 4 September – 8 December 2023</p> <p>Exam period: 12 – 23 December 2023</p> <p>Retake period: 29 January – 2 February 2023</p>
<b>2nd Semester dates</b>	<p>Spring Semester:</p> <p>Welcome Day: Thursday 4 Jan 2024*</p> <p>Lecture period: 8 Jan – 12 April 2024</p> <p>Exam period: 15 April – 29 April 2024</p> <p>Retake period: May 2024</p>

<b>Tio requirements</b>	<ul style="list-style-type: none"> <li>• A minimum level of B2 English is required in order to be admitted to study with Tio (equivalent to IELTS 6.0 / TOEFL 80 / CEFR B2). Sending institutions need to make sure that the level of English is sufficient.</li> <li>• Tio can only accept exchange students from partner universities, if nominated.</li> <li>• Non-EU students need to provide the required documents at least 2.5 months prior to the semester start in order for Tio to complete the Visa application.</li> </ul>
<b>Tio procedure</b>	<ul style="list-style-type: none"> <li>• Fill out the online application form which will be send directly to the student once nominated by the home university.</li> <li>• Make sure to upload the needed documents during the application process before the set deadline.</li> <li>• Questions about the application can be sent to the International Office (<a href="mailto:internationaloffice@tio.nl">internationaloffice@tio.nl</a>).</li> <li>• After acceptance at Tio, students will be informed about the allocation to either Amsterdam or Utrecht. Students will also be informed about the start of the academic year.</li> <li>• Tio expects students to participate in the complete semester.</li> <li>• Exchange students will have to take exams on the regular dates/times, just like all other Tio students. If the semester dates at Tio do not match your own university timetable, please make sure it is possible to sit for exams either at Tio or your home university.</li> </ul>
<b>Useful links</b>	<p> <a href="http://www.tio.nl/en">www.tio.nl/en</a>  <a href="http://www.studyinholland.com">www.studyinholland.com</a>  <a href="http://www.ns.nl/en">www.ns.nl/en</a> (Dutch railway, English pages)  <a href="http://www.ind.nl/en">www.ind.nl/en</a> (for visa students)  <a href="http://www.government.nl/">www.government.nl/</a> </p>

## Academic information

<b>Type of accommodation</b>	<ul style="list-style-type: none"> <li>• There are different types of accommodation available in both Amsterdam and Utrecht. <b>Please note:</b> student housing is limited in both cities. Make sure to start your preparation's as soon as possible (+4 months in advance).</li> <li>• Tio does not have own housing / dormitories so we work with our preferred agents:</li> </ul> <p><b>Amsterdam</b> Tio's Housing Agent (preferred supplier): DUWO, <a href="http://www.duwo.nl">www.duwo.nl</a>. Tio has a limited set of rooms available for both EU and NON-EU students. Please contact Ms Smith-Folkersma to book you room directly via Tio (first come first serve).</p> <p><b>Utrecht</b> Tio's Housing Agent (preferred supplier): University Housing Utrecht, <a href="http://www.universityhousing.nl">www.universityhousing.nl</a>. Tio has a very limited set of rooms available for both EU and NON-EU students. Please contact Ms Lenferink to book your room directly via Tio (first come first serve).</p>
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	<p>Rotterdam: tbc Eindhoven: tbc</p> <p>► Length of rental contract is fixed per semester (fixed start- and end date of the rental contract)</p>
<b>Prices</b>	<ul style="list-style-type: none"> <li>• Rent Amsterdam approximately € 500.00 - € 680.00 per month, depending on the room.</li> <li>• Rent Utrecht approximately €600.00 - € 700.00 per month, depending on the room.</li> </ul> <p>Advance payment: First and last month (depending on the housing) and possibly an administration fee of € 175.00 / € 200.00.</p>

## Cost of living

<b>Cost of living Amsterdam</b>	€ 900.00 - € 1200.00 (including rent) estimated with moderate expense lifestyle
<b>Cost of living Utrecht / Rotterdam / Eindhoven</b>	€ 800.00 - € 1000.00 (including rent) estimated with moderate expense lifestyle
<b>Additional student costs</b>	Please take into account possible additional costs during your stay in The Netherlands, for example: travel costs, insurance (dental, health and liability), buying a bike or using public transportation. Some additional travelling for courses (for example during the Hotel- and Eventweek) might also occur, please take that into account in your budget.
<b>Study materials</b>	<ul style="list-style-type: none"> <li>• Exchange students will be provided with the needed study materials for their exchange period at Tio (books, syllabi and online materials).</li> <li>• Please make sure to bring a laptop with you, as many of the work within the groups will be done digitally. Please make sure you always have a device with up-to-date (Windows, iOS) software and a special Anti-virus software system.</li> </ul> <p>► Please make sure to bring a suit / Tenue de Ville to Tio, while you might need to attend masterclasses or do presentations in which a suit or TDV is required.</p>

## VISA Students / Non-EU student

<b>VISA</b>	<p>Non-EU students need a VISA and Residence Permit in order to study with Tio. Tio will provide the documents and will perform the procedure for the incoming students.</p> <p>Tio is offering a <b>full service package for Non-EU students</b>. This package has one price and includes housing, visa application procedure, residence permit, health insurance, service fee of housing and the final deposit. Everything to be fully prepared for your period abroad!</p>
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	<p>Tio needs to comply with the rules and regulations of the Dutch Immigration Department, and therefore offers non-EU students the service package. This means we both comply with the necessary rules, can apply for your residence permit and offer you housing. It's all taken care of for you.</p> <p><b>Please note:</b> There are no additional fees or tuition fees for education added in the package fee. It only contains your residence permit, housing and insurance. Any leftover deposit will be refunded to the student by the end of the semester.</p> <p><b>Please note:</b> Students from Canada can also choose for the 'WHP' : Working Holiday Permit. This is a special arrangement between the Netherlands and Canada, allowing students to study here for a cheaper visa price. Besides that students than will be free to choose their own housing and insurance. The package fee is not obligatory with a WHP. Do note: students need to take care of everything (including the visa) themselves.</p>															
<b>Service package fee for Non-EU/EEA students</b>	<p>If you need a visa to study at Tio, we will help and guide you through the process. In order to successfully fulfil all the requirements as set by the Dutch immigration department, Tio has set up an 'Service package'. For a fixed price you will get housing, the VISA, Residence permit insurance and the application is done by us. We do have to ask you to pay for a full package fee upfront. Once registered at Tio you will receive an invoice.</p> <p>The package prices are as follows:</p> <table><tr><th></th><th><b>One semester (5 month)</b></th><th><b>Two semesters (10 month)</b></th></tr><tr><td><b>Amsterdam</b></td><td>€ 5,000.00</td><td>€ 8,500.00</td></tr><tr><td><b>Utrecht</b></td><td>€ 5,000.00</td><td>€ 8,500.00</td></tr><tr><td><b>Eindhoven</b></td><td>TBC</td><td>TBC</td></tr><tr><td><b>Rotterdam</b></td><td>TBC</td><td>TBC</td></tr></table> <p>When staying over during the summer (between two semesters or as an addition to the studies) the 'Summer addition' needs to be booked as well (2months, costs: € 1,700.00).</p> <p>The package fee includes:</p> <ul style="list-style-type: none"><li>• Housing (actual costs of housing, €500.00 - 680.00 per month)</li><li>• Service fee housing (€ 250.00 - 450.00)</li><li>• Insurance (€ 250.00)</li><li>• Visa application</li><li>• Residence permit (€ 207.00)</li><li>• Deposit (remaining costs)</li><li>• <b>Please note:</b> Any leftover deposit / remainder will off course be transferred back to you / the student by the end of the semester.</li></ul> <p><i><b>Why do we need you to pay a package fee?</b></i></p>		<b>One semester (5 month)</b>	<b>Two semesters (10 month)</b>	<b>Amsterdam</b>	€ 5,000.00	€ 8,500.00	<b>Utrecht</b>	€ 5,000.00	€ 8,500.00	<b>Eindhoven</b>	TBC	TBC	<b>Rotterdam</b>	TBC	TBC
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<b>Rotterdam</b>	TBC	TBC														

	A student can only apply for a visa through Tio, due to Dutch visa regulations. The amount of money needs to be transferred to Tio before Tio can apply for the visa. You will receive an invoice for the total amount once we have received your application and you have been accepted to Tio.
<b>Non-EU / EEA students</b>	Tio will insure the incoming students via AON, with the AON Complete Student Insurance.  Website: <a href="http://www.aonstudentinsurance.com/students/en/">www.aonstudentinsurance.com/students/en/</a>
<b>EU students</b>	Tio advises all incoming students to apply for an additional Student Insurance while studying abroad. In case you want to apply for an extra insurance via AON please check the AON Start, Startplus or Complete packages.  <b>Please note:</b> It is the students own responsibility to make sure he/she is fully insured while studying / being in The Netherlands. Medical costs can be very high if not insured properly. Questions regarding insurance? Please do not hesitate to contact us!  Website: <a href="http://www.aonstudentinsurance.com/students/en/">www.aonstudentinsurance.com/students/en/</a>  Besides AON there are more insurances available, and you are always free to make your own choice in insurance / companies.

## Insurance

<b>Non-EU / EEA students</b>	Tio will insure the incoming students via AON, with the AON Complete Student Insurance.  Website: <a href="http://www.aonstudentinsurance.com/students/en/">www.aonstudentinsurance.com/students/en/</a>
<b>EU students</b>	Tio advises all incoming students to apply for an additional Student Insurance while studying abroad. In case you want to apply for an extra insurance via AON please check the AON Start, Startplus or Complete packages.  <b>Please note:</b> It is the students own responsibility to make sure he/she is fully insured while studying / being in The Netherlands. Medical costs can be very high if not insured properly. Questions regarding insurance? Please do not hesitate to contact us!  Website: <a href="http://www.aonstudentinsurance.com/students/en/">www.aonstudentinsurance.com/students/en/</a>  Besides AON there are more insurances available, and you are always free to make your own choice in insurance / companies.

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