

Dear partner,

As many of you are probably in the midst of selecting your outgoing students for 2018-2019, we would like to take this opportunity and provide you with important information on exchange **at Master/graduate level**, here at the Faculty of Humanities at Utrecht University.

Over the past few years, we have been experiencing an increasing amount of difficulties when it comes to finding suitable courses for Master-level exchange students. Our course offer on Master-level is fairly limited (especially in the 2nd semester, but this differs per subject area) and we have limited spaces available in Master-level courses. Furthermore, students regularly do not have sufficient background in order to be admitted in the courses and we notice that students have not always thoroughly researched whether or not we are a suitable destination for them. Hence, we want to make sure that Master/graduate students are well informed, before applying to Utrecht as an exchange destination.

Students who wish to enrol in Master-level courses at the Faculty of Humanities must keep in mind the following:

- Students must have sufficient background in order to be admitted into Master-level courses. This means that students must select courses that are in the same or very similar field of study at their home university.
- We expect that students have already started their Master programme at the home university and will have completed the first semester of their Master programme before coming to Utrecht. In many cases, we will also look at the courses that were followed during the student's Bachelor programme.
- Students may be denied admission into courses due to insufficient background knowledge or lack of places available.
- Students must be able to prove sufficient language proficiency (C1) at the time of their application (i.e. May 1 for the 1st semester, October 1 for the 2nd semester). Without proof of language proficiency, we cannot accept students or enroll them in courses.

We will be updating our website with the course offer in February and March; we do expect some changes in the course offer and we will try to be as clear as possible with regards to the options for exchange students. Students should keep in mind that we may not be able to compose a suitable study programme of 30 ECTS that also matches the requirements at the home university. We would like to ask you to keep these things in mind when selecting students for an exchange on Master-level.

Nomination deadline

Lastly, due to the limitations we have to deal with, we have to be more stringent about adhering to the nomination deadline, especially when it comes to Master-level students. Thus, please nominate your students before:

April 15th for exchange in the 1st semester
September 15th for exchange in the 2nd semester

We cannot accept any Master-level exchange students whom are nominated after the deadline. For Bachelor-level students the process is easier and thus we can sometimes be a bit more flexible.

Please do let us know if you have any questions regarding this.

Kind regards,

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