Programme

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1. WHO HELPS WITH WHAT?

**TEAM IOSS | WWW.RU.NL/IOSS | EMAIL: IOSS@RU.NL**

Julia Pick → first contact person for Psychology students:
- Study planning, course approval, signing Learning Agreements
- Generally available on Tuesdays & Thursdays

Patrick Beckers
- Mobility Coordinator Erasmus and Non-Erasmus
- Selection procedure, general questions about going abroad for all study programmes
- Available on Monday, Tuesday, Thursday, Friday

Miranda Smeeman
- Mobility Coordinator Erasmus
- Selection procedure, general questions about going abroad for all study programmes
- Available Tuesday - Friday
Nomination: we inform the university abroad that you were selected for an exchange with them.
Application: you fill out forms and submit documents to enroll at the university abroad.

Exchange in first semester:
Everyone has either been nominated already or will be in April/May. The application has already begun or will begin soon.

Exchange in second semester:
• Exchange outside Europe: most students have been nominated and the application has begun (or starting date is clear). If not, your time schedule will be the same as an Erasmus exchange.
• Erasmus exchange (EU + Norway and Turkey):
  • From September – November you will be nominated at the foreign university.
  • Most universities will then send you an e-mail containing important information regarding application, housing, courses (visas) and application deadlines.
  • Not all universities send this information. If not: find out what the application procedure is by googling 'name university'+ 'incoming exchange student'.

Please note: every university has its own application deadline. Stick to these deadlines, because some universities are very strict and will refuse to accept you, even if you are only one day late.
3. Grants
In April you receive a link via email to apply for your grant.

Three types of grants are available:

1. **Erasmus+**: for exchange in EU or Norway or Turkey.
2. **Holland Scholarship (HS)**: for selected universities outside of Europe.
3. **Individual Travel Grant (IRS) by Student Life**: for all other universities.
1. After you’ve applied you will receive a Grant Agreement (GA) and a Learning Agreement (LA).

2. The signed GA and LA have to be sent to Erasmus/HS. The GA has to be signed by you, the LA has to be signed by you, IOSS and the host university.

3. After sending in your GA and LA you will receive a signed form for DUO to stop your OV-studenttravelcard.

4. One month before returning to NL you will receive an e-mail with instructions how to wrap up your Erasmus+/HS application.

**Erasmus+**: After sending in your GA and LA you will receive a log-on code for a mandatory Erasmus language test. This test takes about 45 minutes and has to be made within 10 days. If not, you will not receive an Erasmus Grant. We cannot influence this, because this language test is not handled by RU.

**Deadline**: Erasmus/HS/ITG needs to have your GA and LA at least 2 weeks before departure. If you are not able to meet this deadline, inform Erasmus/HS/ITG!
3. GRANTS
ERASMUS+ AND HOLLAND SCHOLARSHIP

Erasmus+ grant amount:

360 euro a month: Denmark, Finland, Iceland, Ireland, Luxembourg, Sweden, United Kingdom*, Liechtenstein, Norway
300 euro a month: Austria, Belgium, Germany, France, Italy, Greece, Spain, Cyprus, Malta, Portugal
240 euro a month: Bulgaria, Croatia, Czech Republic, Estonia, Latvia, Lithuania, Hungary, Poland, Romania, Serbia, Slovakia, Slovenia, North Macedonia, Turkey

Every extra day: 12, 10 or 8 euro a day.

Most recent information on: https://www.ru.nl/radboudinternational/english/students/outgoing-exchange/grants/erasmus-grant/

Holland Scholarship grant amount: € 1250 (once)
https://www.ru.nl/radboudinternational/english/students/outgoing-exchange/grants/holland-scholarship/

Individual Travel Grant amount: € 1200 (once)
https://www.ru.nl/radboudinternational/english/students/outgoing-exchange/grants/individual-travel-grant-itg/
Your stay abroad:

Programme:  * Erasmus
Study or traineeship:  * study
Code:
Name:
City:
Country:
Language of instruction:
Period of stay abroad (by coordinator):

Start and end date of stay abroad (in line with abovementioned period):
Start date:  * 01
End date:  *  
Period: 150 days
This study abroad period may not exceed 360 days.

Provide accurate data for grant months.

If you will write a weblog that you would like to share with other students, please provide the website address below.

Weblog

Do you want to subrent your room via International Office?  *  O yes  O no
4. INSURANCES
TRAVEL AND LIABILITY INSURANCE

For your exchange you need the following insurances:

- Travel Insurance including medical care*.
  1. Make sure there is no maximum for medical expenses.
  2. Check if you are allowed to stay abroad for 5-7 months.

- Liability insurance (aansprakelijkheidsverzekering, Haftpflichtversicherung)
  → Again: make sure there is no maximum.

Check suitability of your own insurance on: https://www.ru.nl/ioss/outgoing-students/insurances/

*Your basis-zorgverzekering most likely is NOT sufficient for medical expenses
### 5. PREPARATIONS

#### LANGUAGE REQUIREMENTS | TOR | SEMESTER START | OTHER INFO

- **Language requirements:** B1 or B2 (CEFR)
  - usually, the exchange selection letter you receive is sufficient as proof of sufficient English level
  - University abroad needs a statement based on your diploma? Ask us (ioss@ru.nl)
  - Language course abroad or before the semester abroad

- **Transcript of Records:** ask at STIP desk or request online: [https://www.ru.nl/socialsciences/stip/faculty-study-information/apply-diploma-certificate/request-certified-letter-document/transcript-records-regular-students/](https://www.ru.nl/socialsciences/stip/faculty-study-information/apply-diploma-certificate/request-certified-letter-document/transcript-records-regular-students/)

- **Start semester university abroad:** find out when your semester starts

- **Subletting your room and finding a room, reimbursement Dutch student travel card, insurances, bank, vaccines**
6. Study planning

CONDITION: complete B2 before 1 September 2022

Academic year '21-22':
68 students applied
50 went

Academic year '22-23':
100 students have applied so far
(38+62)
6. STUDY PLANNING

GENERAL PLANNING | HONOURS PROGRAMME

- General study planning: 28 ECTS during semester abroad:
  - courses worth of 12 ECTS for the domain electives
  - courses worth of 16 ECTS for the free electives
- Psychology Honours programme: same planning but: **22 ECTS free electives in the 3rd year** instead of 16 ECTS (Substituting course for Research Project 3)
- For everyone: at least 18 ECTS during semester abroad
Planning Form for course approval:

- Send your first version **at least 2 weeks** before application deadline abroad, because your course selection (and sending the LA) can be part of the application procedure.
- **First semester**: First version preferably **before 15 July** to Julia.
- **Second semester**: First version preferably **before 15 October** to Julia.
- Domain electives need approval: add course descriptions in English (in original language plus English/Dutch translation) to the Planning form.

Requirements:

- psychological content
- fit your domain (B&C/B&E/D&H)
- (hardly) any overlap with courses you have taken at RU or you will take at RU during your Bachelor.
- No course description needed for free electives and extra-curricular courses.
Planning Form

Name student:  
Student number:  
Subdomain (remove what is not applicable): Development & Mental Health / Brain & Cognition / Behaviour & Environment  
University, city and country (of destination abroad):  

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<th>Domain Electives: min. 16 ECTS</th>
<th>Courses</th>
<th>ECTS</th>
<th>Course code</th>
<th>Course name</th>
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Check course schedule/Exchange Guide and/or e-mail your university abroad about it

Are you allowed to take courses from other faculties?

**Domain electives:**
- Psychological content
- Fit your domain (B&C/B&E/D&H)
- No (hardly any) overlap with courses you have taken at RU
- Some kind of examination (e.g. written/oral exam, presentation, essay, paper...)

**Free electives:**
- Free choice, everything is possible
- But: advice to still take academic course with scientific, theoretical background, without overlap with courses you have taken at RU

**Extra curricular:**
- Everything is possible!
6. STUDY PLANNING

EXAMPLES DOMAIN ELECTIVES DEVELOPMENT & MENTAL HEALTH

• Forensic Psychology
• Positive Psychology
• The Psychology of Family
• Autism
• Child and Youth Psychiatry
• Crisis Intervention
• The Psychology of Death and Dying
• Psychology of Addictions
• Bullying: beyond common sense
• Psychology of Trauma
• Learning to be happy
• ...
6. STUDY PLANNING
EXAMPLES DOMAIN ELECTIVES BEHAVIOUR & ENVIRONMENT

- Psychology, Culture and Society
- Personnel Psychology
- Applied Behaviour Analysis
- Environmental Psychology
- Group Dynamics
- Social Dilemmas and Justice
- Cross-cultural Psychology
- Political Psychology
- Psychology of Women
- Educational Psychology
- Consumer Behaviour
- ...
6. STUDY PLANNING
EXAMPLES DOMAIN ELECTIVES BRAIN & COGNITION

- Forensic Neuropsychology
- Physiological Psychology
- Neuroscience of Decision Making
- Speech and Language Disorders
- Emotion Psychology & Affective Neuroscience
- fMRI in Biopsychology
- Insights into Brain Plasticity
- Cognitive Neuroscience of Ageing
- Diagnosis and Rehabilitation in Clinical Neuropsychology
- Functional Neuroimaging of Cognition
- Sleep and Circadian Timing
- ...
7. RU EXAMS ABROAD
WHAT TO DO WHEN YOU HAVE RU EXAMS DURING YOUR SEMESTER ABROAD

1. Check the start of your semester abroad

→ Earlier than the end of January (e.g. UK, US, Canada...)?

We only organise exams (and retakes) abroad for **B3 compulsory courses** (and courses required for BAPD), no electives, **max. 4 exams** per student (e.g. Applied Research Methods, Professional Ethics, retake Domain 3, etc.)

• We do our best to arrange that you can take your exam at the university abroad at the same time as here but: no guarantee!

• If that is not possible, we will find an alternative solution (e.g. Skype interview, take home exam, exam in the summer after semester abroad), course coordinator decides

2. How?

• Fill out **online request form** before deadline: [https://www.ru.nl/socialsciences/stip/faculty-study-information/study-information/examinations/examination-abroad/procedure-taking-exam-abroad-regular-students/](https://www.ru.nl/socialsciences/stip/faculty-study-information/study-information/examinations/examination-abroad/procedure-taking-exam-abroad-regular-students/)

• Don't take any Domain-/Free Electives in the 2nd period of the first semester in Nijmegen

• Avoid retakes (even more than normally!)

*Please note that it takes a lot of effort for a lot of people to arrange the exams abroad so cancelling the exam without a valid reason or not showing up at the exam is not appreciated!*

*Do not forget to register for the exam in Osiris, also when you get the alternative solution*
8. BEING ABROAD

ANY CHANGES?

• Changes: other courses, length of your semester...

• **First: send a new Planning form (PF) to Julia as soon as possible**
  • Add the new course descriptions (only necessary for domain electives)
  • Julia will approve (or not) on behalf of Examination Board

• **Second: Erasmus+/Holland Scholarship: During Mobility Form (also Change Form; CF)**
  • Signed by: Julia and university abroad and yourself
  • Send to central IO (erasmus@ru.nl/studentexchange@ru.nl)
  • Within one month after start semester abroad
9. COMING BACK TO NIJMEGEN
WHAT TO DO ONCE YOU ARE BACK

- Transcript of Records: original (stamped and signed) needs to be sent to IOSS (→ check whether host university sends it automatically or whether you must actively request it)
- Your credits and grades will be converted into Dutch credits and grades. Procedure for grade/credit conversion: https://www.ru.nl/radboudinternational/english/students/outgoing-exchange/conversion-international-grades/ (Examining Board has the right to deviate from this procedure)
- IOSS will forward the converted grades to STIP, they will enter the grades in Osiris (can take up to two weeks)
- Send your Statement Form to Radboud International (erasmus@ru.nl/studentexchange@ru.nl)
- Write a report about your semester abroad
- Apply for your Bachelor’s diploma before 31 August and (possibly) a Master’s programme (see STIP website: https://www.ru.nl/socialsciences/stip/faculty-study-information/apply-diploma-certificate/bachelor-degree/)
B. Things to consider
B. THINGS TO CONSIDER

SOME TIPS

• Do participate in the orientation days of the university abroad:
  • You will meet a lot of people who, just like you, want to explore the city & country.
  • If you go after the orientations days, groups will have been formed and it will be more difficult to make friends
• Don’t leave for abroad too early, unless you go with friends or family
  • Ten days on your own in a foreign city can make you feel quite lonely and depressed, unless you are a die-hard loner
• Time will fly. So plan your trips, visits from friends and other nice things carefully, or you will end up with 5 things you still desperately want to do and only have 2 weekends left
• There will be days you are homesick, lonely, tired of the new culture of the cultural differences
  • Don’t worry: those feelings are part of the deal and you will learn to appreciate the local way of life.
  • These feelings can be more intense if you have had panic attacks, a depression or other disorders in the past. Talk to your therapist/doctor/... about this before you go.
THINGS TO CONSIDER

INFORMATION SESSIONS - RADBOUD GO ABROAD WEEK 11-14 APRIL

• Go Abroad!
  Monday 11 April, 12.30 - 13.30 hrs, GR 0.100

  Q&A: Going abroad during Covid times
  Tuesday 12 April, 12.30 -14.00 hrs, SP 2

  Workshop Intercultural Communication
  Thursday 14 April, 16.00 - 17.00 hrs, EOS N 01.220

• Your own responsibility: check what should be arranged and when, own initiative, ask concrete questions

• **Requirements** for studying abroad in 2\(^{nd}\) sem: **obtain 120 EC = complete B2 before 1 September 2022**

• E-mails containing information regarding procedures/next steps: please read them carefully!

• Check **STIP website** and [www.ru.nl/ioss](http://www.ru.nl/ioss):
  • Plan of Action
  • Overview of previously chosen courses
  • Additional info (& forms)

• Other sites:
  • [www.wilweg.nl](http://www.wilweg.nl)
  • [www.europass.nl](http://www.europass.nl)
  • Facebook page “Exchange Students Psychology Radboud University”
  • Check **student experience reports of previous years** for tips about the destination you are going to!
B THINGS TO CONSIDER

11. STUDYING ABROAD & CORONA

• Keep an eye on the website of the central International Office: https://www.ru.nl/radboudinternational/english/students/outgoing-exchange/study-exchange-internships-abroad/

• Your exchange can take place under green and yellow travel advice from the Dutch Ministry of Foreign Affairs, provided that your host institution allows your exchange to take place.

• For European destinations with code orange: you can only go abroad if you need to be physically present abroad for on campus education.

• For destinations outside of Europe with code orange: your destination is on the EU safe travel list and you must be physically present to follow education on campus.
Points of contact

- **Website:** [www.ru.nl/ioss](http://www.ru.nl/ioss)
- **Email:** ioss@ru.nl
- **Make appointments online:**
  - Julia Pick: specific questions concerning the Psychology programme (e.g. study planning, course approval, signing Learning Agreement)
  - Miranda Smeeman: general questions about studying abroad for EU/EFTA destinations (e.g. procedure, nomination, grants, application)
  - Patrick Beckers: general questions about studying abroad for EU/EFTA and non-EU EFTA destinations (e.g. procedure, nomination, grants, application)