

Regulations on Special Forms of Enrolment at Eindhoven University of Technology

Effective May 1, 2023

Regulations of the Department of Education & Student Affairs

The Education Board of Eindhoven University of Technology

Decision:

That it is important to establish which rights and obligations apply to persons who are not enrolled as students as referred to in the Higher Education and Scientific Research Act, but who are attending education at Eindhoven University of Technology

CHAPTER 1. GENERAL PROVISIONS

Article 1.1 Definitions

For the purposes of these rules, the following definitions shall apply:

transient student	A person who is enrolled at a Dutch institution of Scientific Education and who, with the permission of the examination committee of their own institution, in the context of the curriculum of their degree program follow study components and take examinations at another institution of Scientific Education, in this case the TU/e.
certificate student	One who is enrolled at TU/e with the aim of following one of TU/e's certificate programs: TU/e offers a number of certificate programs. Bachelor's students can follow such a program during their bachelor's program, master's students can follow such a program during their master's program. These certificate programs can also be taken by students who want to do this program after completing their bachelor's or master's. These programs are also available to third parties, not being students, who have not previously studied at TU/e, but are

following or have completed a bachelor's or master's program. For these target groups, the enrolment form certificate student has been created (this student is not or no longer enrolled at TU/e).

contract student	The registration form of contract student has been introduced mainly for people from the business world. A contract student may take up to three study components per academic year and is charged a fee for each unit of study. A contract student may take an examination which may not be part of an exam. A contract student may also be an alumnus who received an alumni voucher upon graduation, which entitles them to take one unit of education.
free mover ¹	Anyone enrolled at a non-Dutch university or university of applied sciences with which no exchange agreement has been concluded with TU/e. These students pay tuition fees but do not take a complete degree program. They have the same rights and obligations as a regular student.
visiting student	Those who, with TU/e's permission, wish to take a few study components and take examinations while enrolled as a student at a pre-university level school (vwo) or while seeking asylum in the Netherlands as a refugee, as well as those who, with TU/e's permission, are doing a work placement or research and are enrolled as students in MBO or Higher Education.
HBO-TOP students ²	A person who is enrolled at an institution of higher education with which the TU/e has made agreements and who, for the purpose of a minor in the higher education curriculum to be followed by the student, comes to the TU/e to follow study components for a maximum of 30 credits with the aim of being able to enroll directly in a subsequent master's program.
Professional Doctorate in Engineering ³ (EngD)/	One who is pursuing a post-master's level designer degree (EngD) at TU/e.
PhD student ⁴ employed at TU/e	The person, who by virtue of the provisions of Article 7.18, Paragraphs 2 or 3 of the Higher Education and Scientific Research Act, has access to the doctoral program and does a 4-year research program and is employed at TU/e and receives salary.

¹ <https://www.tue.nl/en/education/become-a-tue-student/exchange-students/how-to-apply> <https://educationguide.tue.nl/programs/exchange-programs-for-studying-abroad/mobility-online>

² <https://www.tue.nl/en/education/graduate-school/pre-master/hbo-top-minor>

³ <https://www.tue.nl/en/education/graduate-school/engd-at-tue>

⁴ <https://www.tue.nl/en/our-university/about-the-university/support-services/general-affairs/office-of-doctoral-presentations-and-academic-ceremonies/phd-defenses/>
<https://www.tue.nl/studeren/graduate-school/phd/>

PhD student not employed at TU/e ⁵	The person, who by virtue of the provisions of Article 7.18, paragraph 2 or 3 of the Law on Higher Education and Scientific Research, has access to the doctoral program and does a 4-year research program and is financed by a third party.
trainee in education ⁶	A person who, after assessment by Trainees in Education, has subsequently entered into a tripartite agreement based on an agreement between the TU/e, in this case the ESoE, the school in question and the transient student, on the basis of which certain educational activities associated with the teacher training program can be followed, all of this aimed at successfully completing a competence assessment in a specific school subject.
exchange student ⁷	Anyone enrolled at a non-Dutch university or university of applied sciences who takes study components and examinations at TU/e under the terms of an exchange agreement between their home institution and TU/e.
ESoE transfer student ⁸	A person who has entered into a tripartite agreement between the TU/e, in this case the ESoE, the school in question and the lateral entrant, on the basis of which certain educational activities associated with the teacher training program can be followed, all of this aimed at passing a competence examination in a particular school subject.

Article 1.2

Appendix A describes the conditions for these special forms of enrollment for each form.

Article 1.3

Appendix B details the rights to which these special forms of enrollment give rise.

⁵ Idem 4

⁶ <https://www.tue.nl/en/our-university/departments/eindhoven-school-of-education>

⁷ <https://www.tue.nl/en/education/become-a-tue-student/exchange-students/how-to-apply> <https://educationguide.tue.nl/programs/exchange-programs-for-studying-abroad/mobility-online>

⁸ <https://www.tue.nl/en/our-university/departments/eindhoven-school-of-education/>

CHAPTER 2 FINAL AND TRANSITIONAL PROVISION

Article 2.1

These regulations shall be cited as the Regulations on Special Forms of Enrolment at Eindhoven University of Technology, in short, the BVI Regulations, thus adopted by the Executive Board/Education Board on xx xx 2023.

Article 2.2

These regulations shall take effect as of May 1, 2023.

APPENDIX A TERMS AND CONDITIONS FOR THESE SPECIAL FORMS OF ENROLLMENT

Type of registration	Prior education requirements	Statement from examination committee own degree program as part of curriculum	Other terms:	Proof of identity required	Fee or original Proof of Tuition Fees Paid (PTFP)	Method of application	Method of enrollment	Latest check-in and check-out time
transient student	taking a Dutch degree program in Scientific Education	yes	letter of permission from own university's examination committee stating study components by name and code permission from teacher of the study component	yes	PTFP	(online) form	enrollment as a non-croho (Central Accreditation Council; hereinafter non-CAC student) student enrollment form: regular transient student	monthly
student certificate	Has enrollment as a TU/e student in a bachelor's or master's program or a student who has completed a bachelor's or master's program.	no	if training completed: copy of certificate Approval of department regarding capacity of study components	only if not enrolled at TU/e	equal to the statutory tuition fees	(online) form both internal and external	registration as non-CAC student enrollment form: internal certificate student	monthly For external certificate students: September 1
contract student	no	no	not be a student no major study components of restricted intake program no DBL study components no language teaching	yes	amount per study component	(online) form	enrolment as a non-CAC student enrollment form: contract student	per academic quarter (depending on the study components chosen)
free mover	in the process of taking a degree program in Scientific Education	no	student at an institution with which TU/e does not have an exchange agreement TU/e department permission	yes	in proportion to statutory tuition fees	(online) form signed by department	enrollment as a non-CAC student enrollment form: free mover	monthly (uses the same form as exchange student)

Type of registration	Prior education requirements	Statement from examination committee own degree program as part of curriculum	Other terms:	Proof of identity required	Fee or original Proof of Tuition Fees Paid (PTFP)	Method of application	Method of enrollment	Latest check-in and check-out time
visiting student	Depends on type of guest student: - Vwo students: sixth year of VWO - vwo Refugee Students: Scientific Education level and language requirement - trainee: traineeship agreement	no	In case of pre-study during VWO with permission of department TU/e In the case of refugee students nominated by TUEnable and permission of teacher In case of traineeship and research permission of department	yes	no	(online) form	enrollment as a non-CAC student enrollment form: visiting student	monthly
HBO-TOP students	engaged in college program with which TU/e has agreement	yes	contract with HBO institution or meets equivalent requirements, namely: average of 7.5 for Maths B at vwo level English (as of 1-9-2021)	yes	PTFP	(online) form signed by HBO	enrollment as a non - CAC student enrollment form: secondary student HBO TOP	as of September 1
EngD	completed master's degree	N/A	Two years status of TU/e employee or employed by another employer	yes unless already enrolled at TU/e	no	admission to training after selection (online) form signed by department	enrollment as a non-CAC student registration form: technological designer in training	4 times a year, at the start of each academic quarter
PhD candidate (working at TU/e)	completed master's degree	no	status of TU/e employee no major study components of restricted intake program no DBL study components	Yes, unless already enrolled at TU/e	N/A (= employee)	(online) form signed by department	enrollment as a non-CAC student enrollment form: assistant in training 4 years	monthly
PhD candidate (not employed at TU/e)	completed master's degree	no	promotion agreement between scholarship provider and TU/e? no major study components of restricted intake program no DBL study components	yes	N/A	(online) form signed by department	enrollment as a non-CAC student enrolment form: Assistant in training 4 years	depends on the agreement.

Type of registration	Prior education requirements	Statement from examination committee own degree program as part of curriculum	Other terms:	Proof of identity required	Fee or original Proof of Tuition Fees Paid (PTFP)	Method of application	Method of enrollment	Latest check-in and check-out time
trainee in education	Completed master's degree or comparable	yes	<ul style="list-style-type: none"> - not be a student at a teacher training college - Tripartite agreement VO-School, TIO and ESoE. TIO pays the agreed upon amount for the trainee's education 	yes	ESoE declares expenses to TIO	(online) form	enroll as a non-CAC student enrollment form: transfer ESoE	monthly
exchange student	in the process of taking a degree program in Scientific Education	no	<ul style="list-style-type: none"> - exchange agreement with TU/e TU/e department permission 	yes	on the basis of contract with other university free	(online) form signed by department	enrollment as a non-CAC student enrollment form: exchange student	monthly
ESoE transfer student	related completed HBO program or completed Scientific Education master's degree	yes	<ul style="list-style-type: none"> - not be a student at a teacher training college - Be able to submit a tripartite agreement between school, ESoE and student 	yes	amount as stipulated in agreement	(online) form	enrollment as a non-CAC student enrollment form: transfer student ESoE	monthly

APPENDIX B RIGHTS FOR SPECIAL FORMS OF ENROLLMENT

Type of registration	Maximum number of study components/credits to be attended in total/per year	Exclusion from study components to be taken	Notification DUO	Examination-authorized?	Right to notebook?	University ID card and use of OSIRIS Anyone who is registered in OSIRIS	Proof of enrollment	Use of library, sports and computer facilities	Right to study counseling? (academic advisor and student counselor)	Voting rights	Right to a certificate?	Duration of enrollment
transient student	60 credits per year	All study components except major study components in restricted intake programs and language courses	no	no	no	yes	upon request	yes	no	no	yes	for the duration of the study components, maximum 1 year, extension possible
certificate student	equal to program size	all study components belonging to the degree program	no	no	no	yes	upon request	yes	no	no	yes	for the duration of the certificate program
contract student	max 15 credits per year	all study components, except major study components part of restricted intake programs and language courses	no	no	no	yes	upon request	yes	no	no	Yes	Duration of the study component including test (resit possible in regular resit period)
PhD candidate (employed at TU/e)	max 15 credits per year	only master's study components	no	no	yes	yes	N/A	yes	no, PhD Office	yes	no	depends on conferral of doctor's degree
PhD candidate (not employed at TU/e)	max 15 credits per year	only master's study components	no	no	no	yes	N/A	yes	no	no	no	depending on conferral of doctor's degree
freemover	60 credits	in a single case, a unit of study may be excluded from participation	no	no	no	yes	upon request	yes	no	no	yes	max 1 year
visiting student	60 credits	in a single case, a unit of study may be excluded from participation	no	no	no	yes	upon request	yes	no	no	yes	depends on the situation
HBO-TOP students	max 30 credits	only those study components that are	no	no	no	yes	upon request	yes	no	no	yes	maximum 1 year, extension possible

Type of registration	Maximum number of study components/credits to be attended in total/per year	Exclusion from study components to be taken	Notification DUO	Examination-authorized?	Right to notebook?	University ID card and use of OSIRIS Anyone who is registered in OSIRIS	Proof of enrollment	Use of library, sports and computer facilities	Right to study counseling? (academic advisor and student counselor)	Voting rights	Right to a certificate?	Duration of enrollment
		applicable to their HBO curriculum										
EngD	60 credits	no	no	no	no	yes	upon request	yes	no	yes	yes	duration of the program
trainee in education	60 credits	no	no	yes	no	yes	upon request	yes	yes	yes	yes	duration of the program
exchange student	60 credits	in some cases, a study component may be excluded	no	no	no	yes	upon request	yes	no	no	yes	for the duration of the exchange, but not more than 1 year
ESoE transfer student	60 credits	no	no	yes	no	yes	upon request	yes	yes	yes	yes	duration of the program