

Information Brochure 21+ Admissions Test 2019-2020



For prospective students who do not meet the minimum entrance requirements and who will be 21 or over on 31 August 2019

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THE HAGUE
UNIVERSITY OF
APPLIED SCIENCES

Contents

| | |
|--|----------|
| Introduction | 3 |
| Whom is the 21+ Admissions Test intended for? | 3 |
| Statutory provisions concerning admission to education at a university of applied sciences | 3 |
| The regulations of The Hague University of Applied Sciences | 3 |
| About the 21+ Admissions Test | 4 |
| What form will the examination take? | 4 |
| Preparation for the exam | 4 |
| Practical information | 5 |
| Dates and times | 5 |
| Registration | 5 |
| Fees | 5 |
| Location | 5 |
| Result | 5 |
| Changing degree programme | 5 |
| Cancelling attendance | 6 |
| Registration and payment for the 21+ Admissions Test | 7 |
| 21+ Admissions Test Regulations | 8 |
| 1. Admission to the examination | 8 |
| 2. Exemption from the Admissions Test | 8 |
| 3. Validity of a passed 21+ Admissions Test | 8 |
| 4. Level of the 21+ Admissions Test | 8 |
| 5. Required materials for sitting the examination | 8 |
| 6. Resit | 8 |
| 7. Functional impairments | 9 |
| 8. Appeals and complaints | 9 |
| 9. Force majeure | 9 |
| 10. Rules when sitting the examination | 9 |

Introduction

If you will be 21 or over on 31 August 2019 and are intending to begin a course of study at The Hague University of Applied Sciences in September 2019, but you do not have the proper diplomas to meet the academic entrance requirements, then the 21+ Admissions Test may be the solution for you.

Please read the information in this brochure carefully. Should you still have any questions after reading it, you are of course welcome to get in touch with us. Make sure you state your student number when calling or emailing us.

Whom is the 21+ Admissions Test intended for?

The 21+ Admissions Test, also known as the 'Colloquium Doctum', is intended for prospective students aged 21 and over who do not hold a diploma that directly makes them eligible for admission to a Bachelor's degree programme.

As a minimum requirement for admission to a four-year degree programme at a university of applied sciences, prospective students must have completed Dutch senior general secondary education (havo) or a foreign equivalent, while for admission to a three-year degree programme at a university of applied sciences, prospective students must have completed Dutch pre-university education (vwo) or a foreign equivalent as a minimum requirement. The 21+ Admissions Test offers you the opportunity to demonstrate that your general level of capacity represents the required level sufficient for admission to one of these degree programmes.

Statutory provisions concerning admission to education at a university of applied sciences

The legal basis for the 21+ Admissions Test can be found in Article 7.29 of the Dutch Higher Education and Research Act (WHW). It states that prospective students aged 21 and over who do not hold the diploma required for admission may be admitted if they achieve a pass in this examination.

Successfully passing the 21+ Admissions Test enables you to demonstrate that you meet the educational entry requirement. If any additional requirements or work-related requirements apply to the programme you wish to study, you must, of course, fulfil those as well. You should therefore check carefully whether any such requirements apply to your chosen degree programme. See <https://www.thehagueuniversity.com/programmes>.

You should also check carefully on the degree programmes page what the core subjects of your intended degree programme are. The Hague University of Applied Sciences (THUAS) chooses not to test knowledge in one or more of the profile subjects in addition to a generic aptitude test. This means that you must ensure yourself that you possess the required background knowledge. For this reason, we strongly recommend that you familiarise yourself with the required reading at Dutch senior general secondary education (havo) or pre-university education level in the profile subjects of your degree programme. THUAS does not offer any courses for this purpose.

The regulations of The Hague University of Applied Sciences

This brochure contains the Regulations of the 21+ Admissions Test. You will also find information about the validity of the examination, the options available if you have a functional impairment, and all the rights and obligations associated with taking the 21+ Admissions Test.

ENSURE THAT YOU READ THESE REGULATIONS CAREFULLY!

About the 21+ Admissions Test

The 21+ Admissions Test consists of an aptitude test, which has been specially developed for The Hague University of Applied Sciences by NOA-VU. NOA is a psychological consultancy and research agency that works closely with the department of Social & Organisational Psychology at VU University Amsterdam.

If you do not hold Dutch nationality, you must also demonstrate sufficient proficiency in the language in which your intended degree programme is taught, as well as successfully completing the 21+ Admissions Test. In the case of degree programmes taught in English, THUAS will accept a TOEFL/IELTS/Cambridge/TOEIC certificate valid on 1 September 2019, while for degree programmes taught in Dutch, you may submit an NT2-II certificate. For further information regarding minimum scores and other requirements, please check the website <https://www.thehagueuniversity.com/study-choice/applications-finances-and-moving-here/applying/entry-requirements>

What form will the examination take?

An aptitude test is a test that measures your cognitive abilities, and takes the form of multiple-choice questions each with only one correct answer. The examination must be completed within a specific period of time. It tests both aptitude and learned skills, as well as measuring your intellectual abilities, in order to determine whether you generally have the level required for a degree programme at a university of applied sciences. The results you achieve in this aptitude test are compared against the results of a control group, which then makes it possible to establish whether you have the desired level of ability for a degree programme at a university of applied sciences.

Important: the test **cannot** predict your ability to successfully complete the degree programme.

The aptitude test consists of 8 sub-tests: Numeracy Skills, Components, Word Relationships, Figure Series, Proofing, Mirror Images, Word Analogies, and Exclusion. These tests jointly measure your abilities in four sub-areas: logical argumentation and spatial awareness, numerical skills, verbal skills, and speed of perception. Depending on the degree programme that you intend to study, you may be required to achieve a minimum score for certain sub-tests.

You take the 21+ Admissions Test in the language in which the degree programme you intend to study will be taught, i.e. in Dutch or English.

Preparation for the exam

It is possible to prepare somewhat for an aptitude test. In the practice environment of NOA-VU, you will find sample tasks for the eight sub-tests in the aptitude test, which are taken for the 21+ Admissions Test of The Hague University of Applied Sciences: <https://www.noa-online.net/open/mct-h-HH>. The example / practice assignments are mainly meant to give an impression of the type of questions that you can expect, but do not necessarily reflect the level of difficulty.

In the NOA app, which is currently only available for android, you can get an idea of the type of questions asked. The app can be downloaded from the Google Play Store, search for 'NOA app'. The app is also available in English, choose from menu 'Languages'.

You can also practise answering the types of questions that will be set on the website www.123test.nl.

It is important that you are well rested and fit when you take the examination. Should you be unfit, please report this by no later than 2 hours prior to the aptitude test by sending an email to bit@hhs.nl. You can also move the date of the examination to another examination date on which spaces are available free of charge. If you cancel your attendance for the final examination date before 1 September, you cannot choose to resit at another time and there will be no refund of the exam fee.

Practical information

Dates and times

The 21+ Admissions Test for September 2019 intake will be held on the following dates:

- Wednesday, 6 February 2019 - register from 10 December 2018
- Wednesday, 3 April 2019 - register from 8 February 2019
- Wednesday, 5 June 2019 - register from 5 April 2019
- Wednesday, 10 July - register from 7 June 2019

The examination is offered at different times on each examination date. You will need to register in order to find out what times are still available.

Registration

First of all, submit an enrolment request for your desired Bachelor's degree programme via Studielink.

After that you will receive an invitation to complete an electronic registration form for the 21+ Admissions Test.

Detailed information about how to register can be found on page 6.

Fees

The examination fee is € 100. When completing the online registration form, you will be taken to a payment environment where you can pay by iDEAL, credit card or PayPal. By completing payment for the 21+ Admissions Test, you agree that NOA-VU shares the result of the completed Admissions Test with THUAS.

Location

The 21+ Admissions Test is taken at The Hague University of Applied Sciences, Johanna Westerdijkplein 75, 2521 EN, The Hague. The specific room can be found in your registration confirmation.

Result

You will receive the result by email from NOA-VU the day after sitting the examination. The report will show your performance in each sub-test alongside the minimum requirements for the degree programme that you intend to study at The Hague University of Applied Sciences. It will, of course, also tell you whether you have passed the 21+ Admissions Test.

The Hague University of Applied Sciences will only receive the final mark of your Admissions Test, not the full report. THUAS will use this result to set your 'Colloquium Doctum' to 'pass' or 'fail'.

Changing degree programme

It may be the case that you wish to change degree programme after registering for the 21+ Admissions Test or after sitting the aptitude test (but before the degree programme has started). To do this, send an email to bit@hhs.nl. You can not sit the examination again. THUAS will need to recalculate the result of the examination. As the weighting of the sub-tests depends on the chosen degree programme, the result may turn out differently. Please note: if you switch to a degree programme delivered in a different language, THUAS will recalculate the result of the examination and you have to fulfill the language requirement if required.

Cancelling attendance

If you are unable to or choose not to sit the 21+ Admissions Test, you may cancel free of charge up to one week before the examination date. You will then receive a full refund of the examination fee.

Registration and payment for the 21+ Admissions Test

You can register for the 21+ Admissions Test and the September intake of a degree programme by following the steps in Studielink:

Step 1 Create an account in Studielink:

Remember that you will need a DigiD in order to log into Studielink; you can request a DigiD at www.digid.nl (requesting a DigiD may take 5 working days!). If you already have an account, log in and go to Step 2.

Log in at www.studielink.nl using your DigiD details and enter your details. Once you have created (and activated) your account, you can submit an enrolment request.

Step 2 Submitting an enrolment request

- Now you need to enter details of your previous qualifications in Studielink.

If you do not have any previous qualifications that make you eligible for admission to higher education, you can skip the 'enter previous qualifications' step when creating your Studielink account. The educational institution then receives notification from Studielink that you have no previous qualifications, and it will provide you with further information regarding the options for sitting a 21+ examination.

Important: If you do not succeed in adding the correct previous qualifications or the Colloquium Doctum in Studielink (for example, if you have already entered a previous education or Colloquium Doctum in Studielink), please send an email straight away to bit@hhs.nl (stating your student number) to report this. We will then enter the correct previous qualifications into the system.

- Then you can choose a course of study, and you will then see a page for degree programme details.
- The next step shows the 'Degree programme-specific questions' that a degree programme team may ask you in Studielink.
- The last step is to check your details and confirm your enrolment request.

Step 3 Registration for the 21+ Admissions Test

After you have completed your enrolment request, we will send you an electronic form which you need to use in order to register for the 21+ Admissions Test. This email will also contain a link enabling you to pay the fees for the Admissions Test straight away using iDEAL or a credit card. You will not be registered for the 21+ Admissions Test until you have paid the fee in full. The examination fee is € 100. It is not possible to pay in cash or by debit card on the day of the Admissions Test.

21+ Admissions Test Regulations

1. Admission to the examination

A candidate may sit the examination if he/she:

- Will be 21 or over on 31 August 2019
- Has registered via the described procedure
- can present a valid identification document as listed below, namely:
 - a. a passport or identity card of one of the European Union Member States, Norway, Iceland, Liechtenstein or Switzerland, or
 - b. a Dutch driving licence, or
 - c. a Dutch residence permit, or
 - d. a Dutch W-document (issued to asylum seekers) or a Privileged Person's Identity Card (Geprivilegieerdendocument – issued to persons with diplomatic status).

Important: do not forget to take one of the above valid types of proof of identity with you to the examination. We regret that you cannot sit the Admissions Test without this proof of identity.

2. Exemption from the Admissions Test

The Hague University of Applied Sciences will not accept 21+ Admissions Tests taken at any other institution. Grades obtained previously at The Hague University of Applied Sciences will also not provide any right to exemption. Only 21+ Admissions Tests of THUAS passed in 2018 will still be valid for intake in 2019-2020, but only for degree programmes for which the content of the examination was the same.

3. Validity of a passed 21+ Admissions Test

The 21+ Admissions Test is not valid nationally. If the 21+ Admissions Test was successfully passed in 2019, this shall only be valid for admission to degree programmes at The Hague University of Applied Sciences and for intake in the 2019-2020 academic year.

4. Level of the 21+ Admissions Test

The 21+ Admissions Test tests generally whether your general intellectual abilities correspond to the required level for the desired Bachelor's degree programme. The ability examination consists of eight sub-tests, and the results of particular components may be more heavily weighted depending on the chosen degree programme.

5. Required materials for sitting the examination

Candidates are not required to bring any materials. Scrap paper and a pen will be provided by THUAS.

6. Resit

Candidates may only sit the aptitude test once within an academic year. If a candidate has not attended the test without cancelling in good time, the test may be taken on a different date and fees for the Admissions Test must be paid again.

7. Functional impairments

Candidates with a functional impairment may request adapted facilities. These may take the form of additional examination time and/or increasing the tasks and/or using a hard-copy examination. A request stating the desired adaptations must be submitted to the Special Intake and Admissions team by emailing bit@hhs.nl no later than two weeks before the examination date. This also applies in the case of dyslexia, in which case a copy of the official dyslexia certificate must be included with the request. Requests will be assessed by a student counsellor.

Candidates who are granted additional facilities may be asked to sit the aptitude test on a separate date.

8. Appeals and complaints

If a candidate wishes to appeal against the result of the aptitude test or has a complaint, he/she may submit a complaint or appeal to The Hague University of Applied Sciences by emailing bit@hhs.nl within two weeks after the examination date. Inspection of the test is not possible.

9. Force majeure

If a candidate is prevented from sitting the aptitude test by force majeure, this shall not create any entitlement to a resit.

10. Rules when sitting the examination

- I. Candidates must be present in the examination room and have taken their designated seats by the scheduled start time. Candidates who arrive after the start time will be denied entry. The Hague University of Applied Sciences shall not accept responsibility for cases of force majeure that prevent candidates from being present on time.
- II. Candidates are permitted to leave the examination room early on condition that they do so quietly. Candidates are not permitted to return to the examination room once they have left. After leaving the examination room, candidates must immediately move out of earshot of the examination room.
- III. Candidates are not permitted to visit the toilet during the examination.
- IV. Mobile phones must be switched off during the examination. Candidates are not permitted to wear watches during examinations. Watches and (switched off) mobile phones must be stowed in a bag.
- V. No items are permitted on tables except for drinks bottles and the paper and pens distributed by THUAS.
- VI. Upon starting the examination, candidates shall place their valid proof of identity (passport, identity card, residence document or Dutch driving licence) on the table in front of them so it is visible to the invigilator.
- VII. After the examination has started, candidates are not permitted to communicate verbally or non-verbally or exchange paper with one another.
- VIII. Candidates may only start the examination when the invigilator has given the signal to do so.
- IX. If a candidate is suspected of committing an irregularity or fraud during the examination, the invigilator or staff member will note this on an official report and may submit evidence if necessary. The candidate will be given the opportunity to finish the examination.

'Fraud' is understood to mean any act or omission by the candidate that is intended to partially or entirely hinder or render impossible the formation of an accurate assessment of the candidate's and/or his/her fellow candidate's knowledge, understanding and skills.

An 'irregularity' is understood to mean any actions taken by the candidate constituting a deviation from the examination rules. The invigilator or staff member will submit an official report, which will record as a minimum what the invigilator or staff member has observed in order to suggest that an incidence of fraud/irregularity has occurred. The invigilator or staff member will inform the Admissions Committee of the suspected fraud/irregularity and submit the official report. Within fifteen working days of receiving this notification, the Admissions Committee will establish whether fraud has been committed and will give the candidate an opportunity for their view to be heard.

If further investigation is necessary, the Admissions Committee may decide to extend the fifteen working day-deadline and will notify the candidate of this decision in good time; the written notification of this decision will also include possible sanctions that could be imposed.

If fraud or irregularity is not discovered until after the examination has finished, the Admissions Committee may declare the examination result invalid, or determine that the candidate must sit a new examination. The lecturer and/or invigilator will notify the Admissions Committee of the irregularity/suspected fraud in writing.

Once the candidate has been informed of the report that was drawn up, an interview will be held in which he/she is given an opportunity to state his/her side of the story. The Admissions Committee will arrive at its decision and put it in writing. The candidate will then be informed of this decision.

Depending on the severity of the fraud committed, including repeated fraud, the Admissions Committee may impose any of the following sanctions:

- a. Declaration of (part of) the examination in question as invalid
- b. Exclusion from sitting the examination in question for a maximum of one year
- c. Exclusion from a number of examinations, to be determined by the Examination Board, for a maximum of one year
- d. A combination of the measures stated above.

Team Special Admissions (BIT)



www.hhs.nl/21plus



bit@hhs.nl



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Desk: Ovaal 1.02, open on working days between 11am and 3pm



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