

## Terms of enrolment

There are certain terms and conditions attached to enrolment as a student at The Hague University of Applied Sciences (THUAS). These terms are laid out in the Students' Charter (Regulations on Enrolment and Disenrolment). At this page, you'll find the most important terms of enrolment.

...▶ **Note:** no rights can be derived from this page and its content. Rights can only be derived from the [Wet op het Hoger onderwijs en Wetenschappelijk onderzoek \(WHW\)](#) (Law on Higher Education and Scientific research, only available in Dutch) and the [Students' Charter](#) (Regulations on Enrolment and Termination of Enrolment).

## Enrolment

- In order to be enrolled, you must have submitted a request for enrolment via [Studielink](#). For most programmes, this request must have been submitted before 1 May. Visit the page on [application deadlines](#) for more information. If you haven't met these requirements in time, his/her application will be rejected.
- In addition, your identity and eligibility must have been confirmed. If additional requirements apply, such as an assessment, or job requirements, these have to be met. Non-Dutch students must prove that they have legal residency in the Netherlands. Students who did not complete their prior education in the Netherlands must meet the [language criteria](#). Also, you must have arranged payment of tuition fees.
- If you do not meet all of the enrolment criteria on 1 September, enrolment may be denied.
- Enrolment [starting on another date than 1 September](#) will only be allowed after written consent by the faculty director.

## Admission

- You must prove that you meet the entry requirements of the programme. These can be found on the [programmes website](#). One of these criteria is the verification of a prior education that gives access to the programme. This may be done by automatic verification through Studielink, or by presenting the original diploma, grade list and translation (if applicable).
- If you do not meet the admission criteria, you may on certain conditions partake in an [admissions test](#). You will be admitted after passing this test.
- If you did not complete your prior education in the Netherlands you must demonstrate your language proficiency by means of a [language test](#).
- For the Dutch-taught Skin Therapy programme a [decentralised selection](#) (link in Dutch) applies. You must partake in the selection moments and be allocated a place in order to be enrolled.
- The programme management is responsible for assessing the other admission criteria (assessments and job requirements).

## Identity and residence status

- Your identity must be verified. If you are living in the Netherlands, your identity will be automatically verified when you log on to Studielink with DigiD. If verification fails, you must hand in a copy of your passport, European identity card, or residence permit.
- If you do not hold EU/EEA nationality, you must prove that you have legal residence in the Netherlands during the entire first month of your enrolment. You must hand in a copy of a valid Dutch residence permit to prove this.

### **Tuition fee payment**

- [Tuition fee](#) payment takes place by means of a digital direct debit authorisation (in one or more instalments) in Studielink. If your employer will pay the tuition fees, the Garantieverklaring may be completed. If you do not have a Dutch bank account the entire tuition fee has to be transferred to THUAS' bank account before the start of the academic year.
- Upon the authorisation of tuition fee payment, you and the account holder agree to the following terms and conditions:
  - The Stg. HBO Haaglanden, The Hague, is granted authorisation to withdraw the tuition fees for the academic year concerned.
  - Insofar you and the account holder are not the same person, you authorise payment of the tuition fees by the account holder.
  - The account holder and you (and/or parent/guardian) are both jointly and individually liable for full and timely payment.
  - The authorisation cannot be prematurely revoked.
  - The account holder will ensure that the account balance is sufficient to cover the tuition fee payment on the tuition fee payment dates.
  - Should you fail to qualify for the statutory rate, the institutional tuition fee will be debited. [Click here for detailed information on the tuition fee rates.](#)
  - How much in tuition fees you will have to pay is based on the information known at THUAS. In case of relevant changes in this information, the tuition fees will be adjusted accordingly.
  - All terms and conditions regarding collection of tuition fees that can be found [on our website](#).
- If you and/or the account holder are in arrears of payment, even after having received a reminder, your enrolment will be terminated. you are then no longer entitled to attend classes and sit exams. The amount due will then be collected by a bailiff. The associated additional costs and charges will have to be paid by you.

### **Re-enrolment**

- You must re-enrol every academic year. This must be done via Studielink before 1 September. After 1 September, you lose his/her right to re-enrolment.
- Upon re-enrolment, a new payment confirmation must be submitted.

- If you have received a binding negative study advice, re-enrolment is not possible.
- If you change your study programme, this enrolment is subject to the same deadlines and criteria as a new application.

### **Termination of enrolment**

- You are enrolled until the end of the academic year on 31 August.
- An enrolment may be terminated before the end of the academic year in cases such as a mid-year binding negative study advice, arrears of payment, or on the student's request.
- After graduation, your enrolment will not be automatically terminated. You will remain to be enrolled until 31 August, unless the student requests for early termination of enrolment.
- You may apply for termination of enrolment via Studielink. Termination of enrolment will take place at the earliest as of the first day of the month following the request.
- You may indicate that you wish to terminate your enrolment as of a later date. Retroactive termination is not possible.
- If you terminate your enrolment as of 1 July or 1 August, you are not entitled to a refund of tuition fees.