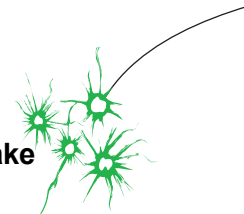


# SELECTION AND PLACEMENT REGULATIONS University of Twente for student intake 2024-2025



## PREAMBLE

*Pursuant to Article 7.53, Paragraph 3, of the Higher Education and Scientific Research Act (WHW), the University of Twente (UT) adopts these Regulations regarding the design and implementation of selection for the programmes: Technical Medicine (TG) and Psychology (PSY) with a capacity restriction. These Regulations further elaborate Chapter 7 of the WHW and the Regulation on Registration and Admission of Higher Education (RATHO) and shall apply without prejudice to the provisions herein. The Regulations are an annex to the UT Enrolment Regulation 2024-2025.*

*The UT values a fair, transparent and careful selection procedure and aims to implement the selection process as such.*

*As part of its selection process, the UT will take into account the interests of prospective students from the public entities Bonaire, Sint Eustatius and Saba, respectively Aruba, Curaçao and Sint Maarten. Furthermore, the UT ensures that all candidates are treated equally.*

## ATTACHMENTS

*The appendices attached to these Selection and Placement Regulations set out the Capacity Restrictions and Selection Criteria for the Technical Medicine and Psychology programmes where the UT applies the selection process in the academic year that the Regulations are in force.*

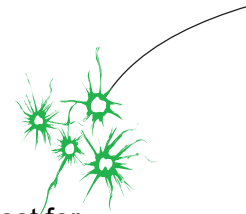
- Adoption of the Selection and Placement Regulations: in September 2023, combined with the Enrolment Regulation 2024-2025.
- Determination of the Capacity Restriction and Selection criteria after advice from the student council: June 2023.

### Article 1 Determination of selection criteria

1. On the recommendation of the deans, the Executive Board of the UT (hereinafter referred to as the institutional board) annually determines the selection criteria for the programmes with a capacity restriction, after obtaining the advice of the student body of the University Council.
2. The selection criteria are included as an appendix to the Selection and Placement Regulations, which are adopted annually by the institutional board for the duration of an academic year.
3. The institutional board determines how many times a candidate can participate in the selection procedure of a programme. For the course TG a candidate has the opportunity to apply a maximum of two times. For the course PSY, a candidate has the opportunity to apply a maximum of three times.

### Article 2 Mandate selection and placement

On behalf of the institutional board, the Head of Student Affairs & Services (SAS) is responsible for the selection and placement of students.



### **Article 3 Application deadline**

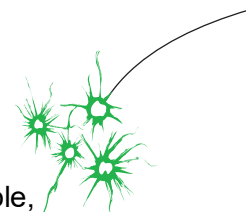
1. A candidate who wishes to participate in a selection procedure must submit a request for registration via Studielink and Student Information System OSIRIS no later than 15 January prior to the academic year in which they want to start the programme.
2. A candidate who has not made a request for registration via Studielink and OSIRIS by 15 January at the latest and still wishes to participate in the selection procedure of TG or PSY at the UT, must submit a request to the Head of SAS. This request should be made by e-mail via [request-selection-and-placement-ces@utwente.nl](mailto:request-selection-and-placement-ces@utwente.nl).
3. The Head of SAS shall decide whether the candidate who has made such an application after 15 January shall be admitted to the selection procedure. In order to be admitted to a selection procedure after 15 January, all of the following conditions must be met:
  - a. the candidate was demonstrably unable to submit the application for registration in a timely manner;
  - b. the candidate made the request as soon as possible after 15 January;
  - c. the selection of the programme that the candidate wants to follow has not yet started;
  - d. there would be unreasonable hardship if the candidate was rejected.
4. A request as referred to in Paragraph 2 shall be accompanied by one or more supporting documents proving that the candidate was unable to apply for registration via Studielink and OSIRIS in a timely manner.

### **Article 4 Participation in the selection procedure**

1. A candidate who has actively applied for registration for one of the TG or PSY programmes by 15 January at the latest following the selection procedure, or who has been admitted to the selection procedure after a request as referred to in Article 3, Paragraph 2, will use up one of their opportunities to apply.
2. A candidate who does not (fully) complete the selection procedure will not receive a rank number. The Head of SAS will reject the candidate's application for registration. In this case, the candidate will use up one of their opportunities to apply.
3. A candidate will not use up one of their opportunities to apply if:
  - a. the application for registration for the programme following the selection procedure is withdrawn via Studielink by 15 January at the latest;
  - b. a candidate fails to obtain their diploma or certificate and submits a timely request to cancel their application, as referred to in Article 10.

### **Article 5 Verification of personal data**

A candidate participating in the selection procedure must ensure the delivery of their correct personal data by 16 January at the latest, on the basis of which verification of their identity can take place. If a candidate does not comply with this obligation in a timely manner, their participation in the selection procedure ends. The application for registration of a candidate shall be rejected by the Head of SAS. In this case, the candidate will use up one of their opportunities to apply.



### **Article 6 Selection procedure**

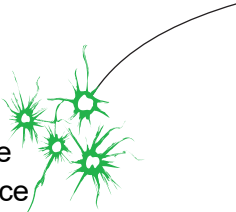
1. If the number of applications on 16 January exceeds the number of places available, selection will take place. The selection procedure will be completed by 14 April at the latest.
2. If the number of applications on 16 January is less than or equal to the number of places available, no selection will take place, but a study check will be applied (see study check scheme, Article 2.2 of the Enrollment Regulation UT 2024-2025) and the Minister may give permission to reopen the possibility of registration.

### **Article 7 Selection procedure: result and offer for a place**

1. On 15 April, the Head of SAS will send the rank number to each candidate who has successfully followed the full selection procedure via Studielink. The Head of SAS shall issue an offer for a place to candidates who are eligible for this on the basis of their rank number.
2. The candidate must accept the offer for a place via Studielink within two weeks of the day of receipt. An offer for a place that has not been accepted within two weeks of the day of receipt shall lapse by operation of law.
3. If an issued offer for a place expires, the Head of SAS shall issue an offer for a place to the next candidate who is eligible for it on the basis of their rank number and who has not yet received offer for a place.
4. If a candidate has not accepted an offer for a place in time and still wishes to participate in the relevant programme, they shall immediately submit a request to the Head of SAS. This request shall be made by e-mail via [request-selection-and-placement-ces@utwente.nl](mailto:request-selection-and-placement-ces@utwente.nl).
5. The Head of SAS shall decide whether a request as referred to in Paragraph 4 can be granted if all of the following conditions are met:
  - a. the candidate was demonstrably unable to accept the offer for a place in a timely manner;
  - b. the candidate made the request as soon as possible after the expiry of the acceptance period;
  - c. there would be unreasonable hardship in refusing the application.
6. If an application as referred to in Paragraph 4 is granted, the candidate shall receive an offer for a place for the academic year following the academic year to which the application for enrolment was made. The Head of SAS may deviate from this and decide to provide the candidate with an offer for a place for the academic year that the original application for registration was based on.

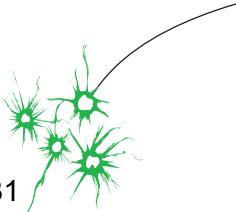
### **Article 8 Provision of offer for a place**

1. The Head of SAS shall not provide more offer for a place certificates than the number of places that are available within the programme with a capacity restriction.
2. The Head of SAS shall provide offer for a place certificates until all available offer for a place certificates have been accepted and all candidates have demonstrated compliance with the prerequisites and further requirements, as referred to in Article 9, or until 31 August at the latest.

- 
3. On 15 April, the Head of SAS will provide the majority of the available offer for a place certificates for the programme with a capacity restriction. The remaining offer for a place certificates shall be provided at a time to be determined by the Head of SAS, between 16 April and 31 August.

#### **Article 9 Date to demonstrate prerequisites**

1. a. An applicant of TG who holds an offer for a place must prove by 15 July at the latest that they meet the prerequisites (pre-education) and further requirements (certificate further requirements at subject level). If the candidate does not fulfil this obligation, the offer for a place expires.  
b. An applicant of PSY who holds an offer for a place must prove by 1 July at the latest that they meet the prerequisites. If the candidate does not fulfil this obligation, the offer for a place expires.  
c. All applicants of PSY must prove by 15 January at the latest that they meet the further requirements: certificate English and certificate further requirements at subject level. If the candidate does not fulfil this obligation the request for enrolment is cancelled (and the student will no longer receive an offer for a place). Candidates for PSY can be deferred for meeting the further requirements.
2. a. A candidate who receives an offer for a place of TG after 15 July must prove, within two weeks of the day on which the proof is received, that they meet the prerequisites and further requirements. If the candidate does not fulfil this obligation, the offer for a place expires.  
b. A candidate who receives an offer for a place of PSY after 1 July must prove, within two weeks of the day on which the proof is received, that they meet the prerequisites. If the candidate does not fulfil this obligation, the offer for a place expires.
3. a. If a TG candidate cannot meet the obligation to demonstrate compliance with the prerequisites and further requirements by 15 July at the latest, they may submit a request including justification for postponement to the Head of SAS. This request must be made by 15 July at the latest. This request shall be made by e-mail via [request-selection-and-placement-ces@utwente.nl](mailto:request-selection-and-placement-ces@utwente.nl). The Head of SAS may grant the candidate a postponement until 31 August at the latest. If, within the prescribed period, the candidate does not demonstrate that they meet the prerequisites and further requirements, the offer for a place shall lapse.  
b. If a PSY candidate cannot meet the obligation to demonstrate compliance with further requirements by 15 January at the latest, they may submit a request including justification for postponement to the Head of SAS. This request must be made by 15 January at the latest. This request shall be made by e-mail via [request-selection-and-placement-ces@utwente.nl](mailto:request-selection-and-placement-ces@utwente.nl). The Head of SAS may grant the candidate a postponement until 15 May for students who require a visa or 15 July for students who don't require a visa. If, within the prescribed period, the candidate does not demonstrate that they meet the prerequisites and further requirements, the offer for a place shall lapse.  
c. If a PSY candidate cannot meet the obligation to demonstrate compliance with the prerequisites by 1 July at the latest, they may submit a request including justification for postponement to the Head of SAS. This request must be made by 1 July at the latest.



This request shall be made by e-mail via [request-selection-and-placement-ces@utwente.nl](mailto:request-selection-and-placement-ces@utwente.nl). The Head of SAS may grant the candidate a postponement until 31 August at the latest. If, within the prescribed period, the candidate does not demonstrate that they meet the prerequisites, the offer for a place shall lapse. For students who require a visa, this postponement cannot be made under paragraph 2b due to the conditions for applying for a visa.

#### **Article 10 Candidate fails to obtain a diploma**

1. A candidate who fails to obtain their diploma or certificate may submit a request to the Head of SAS to not count the application in the allowed number of applications for the selection procedure. This request shall be made by e-mail via [request-selection-and-placement-ces@utwente.nl](mailto:request-selection-and-placement-ces@utwente.nl).
2. The candidate shall submit a request as referred to in Paragraph 1 before 1 September. The request will be processed by 1 October at the latest.
3. The candidate making a request as referred to in Paragraph 1 shall accompany it with a document showing that the candidate has failed.

#### **Article 11 Legal protection**

1. A candidate can object to decisions regarding the selection procedure at the [complaints desk](#). The objection period shall be six weeks.
2. If the objection is upheld and it is decided that an offer for a place should be provided to the candidate, this offer for a place shall relate to the academic year for which the application for registration was submitted.
3. Contrary to Paragraph 2, offer for a place for the following academic year may be issued to the applicant to whom an offer for a place is issued after an upheld objection if:
  - a. no offer for a place is available nor will be available for the academic year covered by the application for registration;
  - b. the objection is decided after the start of the academic year, i.e., after 1 September;
  - c. the candidate requests an offer for a place for the following academic year.

#### **Article 12 Exceptions**

In very special circumstances, at the discretion of the Head of SAS, where these Regulations would lead to unreasonable hardship, the Head of SAS may deviate from the Regulations.

## **Article 7.53 Restriction of enrolment on the basis of available educational capacity**

### **Higher Education and Scientific Research Act (WHW)**

*[effective 1 September 2017]*

1. The institutional board may determine the maximum number of students who can be enrolled for the first time in the second- and third-year phase of the relevant programme for each programme due to the available educational capacity. The determination is made for an academic year.
2. The institutional board selects the prospective students solely on the basis of qualitative criteria in relation to the available educational capacity. The number of qualitative selection criteria shall be at least two.
3. The institutional board shall publish the qualitative selection criteria and the selection procedure under which admission will take place in good time in the event that the number of prospective students exceeds the maximum number referred to in Paragraph 1. The institutional board shall adopt regulations for this purpose. When adopting the regulations, the institutional board will take into account the interests of prospective students from the public entities Bonaire, Sint Eustatius and Saba, respectively Aruba, Curaçao and Sint Maarten.
4. The institutional board shall not enrol more students than the maximum number set by the institutional board in relation to the available capacity.
5. If a ministerial regulation as referred to in Article 7.56 has been adopted regarding a programme, this Article shall not apply.
6. Before 1 December of the calendar year preceding the academic year for which the first determination is made, the institutional board shall inform the Minister. For a programme that has been entered in the register referred to in Article 6.13 for the first time after this date, and where the programme will start from the following academic year, 1 April shall be the deadline for the communication to the Minister of the educational capacity of that programme.
7. Ministerial regulations may lay down rules relating to:
  - a. the registration date for selection; and
  - b. where a programme is provided by more than one institution referred to in Article 1.2(a), the number of selection procedures of a given programme to which a candidate may apply in the same academic year.

Appendixes (not attached):

1. Note Selection Technical Medicine for academic year 2024-2025
2. Note Selection Psychology for academic year 2024-2025