

# APPLICATION PROCEDURE 2012-13



**Please note:** The BSc Tourism is a joint degree programme of Wageningen University and NHTV Breda University of Applied. Wageningen University administers the application procedure on behalf of both institutes.

## STEP 1: REGISTER VIA STUDELINK

1. Go to [Studielink](#) and apply for an account. Students who live in the Netherlands require [DigiD](#). Students who are not residing in the Netherlands can apply for a username and password.
2. When you have received your login details you can enter your personal details.
3. Enter a new enrolment application. Make sure you select:
  - Institution: Wageningen University (if asked for).
  - Programme: 'B Tourism' (ISAT code 55001).
  - Location: 'Wageningen' or 'Breda' (both options are possible).You have to enter your previous education. Foreign students in most cases fill in "Buitenlands Diploma" (foreign diploma).
4. Students not living in the Netherlands should send a copy of their passport (or ID card) to Wageningen University for identification purposes.
5. Studielink Step 7 – the payment module will be open after 20th of June 2012. Till that time you can skip this step.
6. After you have completed your application, you will receive:
  - An email from Studielink informing you that your application has been sent to Wageningen University.
  - A 'Welcome Card' from Wageningen University.
  - A letter from Wageningen University with further information.

## Completing Step 7 'Payment of tuition fees'

The payment module in Studielink will be available after June 20th, 2012. Complete this module **as soon as possible** after June 20<sup>th</sup>, 2012.

## STEP 2: ENROL VIA WAGENINGEN UNIVERSITY

After you have completed the payment module in Studielink (after June 20th, 2012), from Wageningen University you will receive:

- A payment agreement form 2012/2013 (if you have not chosen payment by 'digital authorisation')
- A letter listing the documents to be submitted, e.g.:
  - A certified copy of your school leaving certificate
  - A certified copy of your list of subjects and marks
  - A copy of your passport (or ID card)

The completed and signed payment agreement form (if applicable) and the required documents should be submitted to the Student Service Centre (P.O. Box 414, 6700 AK Wageningen) as soon as possible, but no later than August 31st, 2012.

The Admission Committee of the BSc Tourism will determine if you meet the admission requirements. For an initial assessment, you can send information about your current qualifications to Mrs. Nadja Schmiemann: [nadja.schmiemann@wur.nl](mailto:nadja.schmiemann@wur.nl).

When you fulfil all the enrolment requirements, you will be registered as a student at Wageningen University and NHTV Breda University of Applied Sciences, and you will receive a 'Proof of Enrolment'.