

## Regulations Students Registration HZ

### Stichting HZ University of Applied Sciences

The Executive Board of the Stichting HZ University of Applied Sciences;

taking into account, among others, articles 7.33 and 7.42 of the Wet op het hoger onderwijs en wetenschappelijk onderzoek (WHW, Dutch Higher Education and Scientific Research Act);

enacts the following *Regulations on the Registration of Students*.

#### Article 1. Definitions

The following definitions are used in this regulation:

1. **HZ**: the Stichting HZ University of Applied Sciences;
2. **Executive Board**: the Executive Board of the HZ;
3. **Wet op het hoger onderwijs en wetenschappelijk onderzoek** (Dutch Higher Education and Scientific Research Act): WHW;
4. **Basis Register Onderwijs HO (Bron HO)**: the Basic Register Education HO (Source HO) the register that is maintained by the Dienst Uitvoering Onderwijs (DUO, Department for the Implementation of Education) of the Dutch Ministry of Education, Culture, and Science, where details are registered for those who are enrolled at an institute for higher education;
5. **Board of Appeal**: board as within the meaning of articles 7.60 and 7.68 of the WHW;
6. **Student**: the person who, in accordance with title 7.3 of the WHW, or another legal provision, is registered at the HZ as a student (full time, part time, dual). The student who is not yet registered, but for example has only submitted a request to register via Studielink which has not yet been accepted by the HZ, is referred to in these regulations as 'aspiring student' or 'registrant'.

#### **Chapter 1. General**

##### Article 2. Scope and Definitions

- 2.1 These regulations are applicable to the registration for funded Bachelor, Master, and Associate Degree programmes at the HZ.
- 2.2 Where these regulations refer to student, this can also be read as full-time students, part-time students, dual students, or externals.
- 2.3 Where these regulations refer to tuition fees, this concerns both the statutory tuition fees and the institutional tuition fees (full time, part time, or dual).
- 2.4 *deleted*
- 2.5 The term registration encompasses both the first registration for a programme and the reregistration for that programme (unless these regulations state otherwise).

##### Article 3. Openness

- 3.1 The HZ shall ensure that the registration regulations shall be available timely before the commencement of an academic year to those who wish to be registered for a programme at the HZ.

#### Article 4. General Requirements

- 4.1 Anyone who wishes to make use of the education facilities, examination facilities, or facilities of any other nature for the benefit of initial education at the HZ, must be registered as a student. (7.32.1)
- 4.2 Those who only wish to make use of examination facilities must be registered as external or as student. (7.32.2)
- 4.3 The registration for a programme is effective for the entire academic year. If the registration takes place after commencement of the academic year, the registration shall be effective for the remainder of that academic year. (7.32.3).<sup>1</sup>
- 4.3 The registration occurs for a programme in accordance with the registration procedure as recorded in these regulations. (7.32.3)
- 4.4 Registration for a programme in principle occurs when the request for registration and the payment of the tuition fees have taken place before 1 September. The registration of a student who is applying for a programme at the HZ for the first time must occur on or before 1 May
- 4.5 In subsequent years, registration does not occur if, on the basis of a previous registration, any payment obligations towards the HZ remain outstanding.

#### *Study Choice Check*

#### Article 4a. Applying on or before 1 May

- 4a.1 The person who wishes to register as a student for a propaedeutic phase of a programme must apply by the latest on 1 May prior to the relevant academic year (meaning: submit a request for registration via Studielink and sign up with DUO although the latter is also done via Studielink) (art. 7.31a WHW). This requirement applies to all groups of aspiring students; not just for students who are applying for the first time but, for example, also for so-called 'switchers' between programmes, for participants in the admissions examination as within the meaning of art. 11 of these regulations (the so-called 21+ examination or the colloquium doctum), or registrants who are already in possession of a propaedeutic diploma. This requirement to apply by the latest on or before 1 May however does not apply for - briefly put - aspiring students with a foreign pre-education (see also art. 4b.5).
- 4a.2 Section 1 of this article is not applicable to a student who registers after 1 May for another programme than that which they originally registered for but can demonstrate that the new application is the result of a termination of the registration on the basis of article 7.8b, fifth section WHW (a negative binding study recommendation), at such a time that they were unable to register before 1 May, prior to the academic year for which they wish to register. For this category of students, the 1 May deadline does not apply.

#### Article 4b. Rights and Duties when Applying to the HZ on or before 1 May

- 4b.1 If the Party Concerned has registered for one or more programmes on or before 1 May, in the manner stated in article 4a, section one, they are entitled to participate in the Study Choice Check. More information about the Study Choice Check is available on the website of the HZ (Studying at the HZ → Register → Study Choice Check).
- 4b.2 *deleted.*

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<sup>1</sup> At the time these regulations are enacted, article 7.32 WHW (new) has not yet come into force. Only after that article is enacted shall registration take place for a programme and no longer for one academic year. Registration occurs via Studielink.

- 4b.3 The HZ issues a written Study Choice Advice to every aspiring student who has registered and who has participated in a personal Study Choice Interview. If an aspiring student participates in other activities as part of the Study Choice Check, then a Study Choice Advice may be issued.
- 4b.4 An aspiring student who has participated in the Study Choice Check and has received a Study Choice Advice (positive or negative) is entitled to register (of course, if and insofar as all other registration requirements are met)
- 4b.5 This article is not applicable to the registration for a programme for which a selection procedure is in effect and on the person who, on the basis of article 7.28 WHW, due to holding a degree obtained outside of the Netherlands, is exempt from the degree requirements referred to in articles 7.24 first and second sections WHW (in short: aspiring students with foreign pre-education).

#### Article 4c. Application after 1 May for a Different Programme

- 4c.1 If the Party Concerned has registered for a programme (at the HZ or another higher education institute) on or before 1 May and registers for another programme at the HZ after 1 May, the Party Concerned has opportunity to (also) participate in the Study Choice Activities for the other programme at the HZ. For some programmes, this may also be a requirement imposed by the Institutional Board on the basis of article 7.31c WHW. This article applies mutatis mutandis to the student as within the meaning of article 4a.2 (the student who applies after 1 May due to a nbsa). An aspiring student, as within the meaning of the preceding two sentences, who has participated in the Study Choice Check and has received a Study Choice Advice (positive or negative) is entitled to register (of course, if and insofar as all other registration requirements are met).

#### Article 4d. Application after 1 May for the First Time

- 4d.1 If the Party Concerned registers for a programme after 1 May, the Party Concerned has the opportunity to participate in the Study Choice Activities. For some programmes, this may also be a requirement imposed by the Institutional Board on the basis of article 7.31d WHW.

#### Article 5. Admission Propaedeutic Phase Bachelor Programme and Associate Degree Programme

- 5.1 Admission as a student to the propaedeutic phase of a programme is available to those who: (7.37.1)
  - a. meet the pre-education requirements as stated in article 10 or article 11;
  - b. if required, meet the further pre-education requirements stated in article 12; ba. if required, meet the special further pre-education requirements stated in article 12a;
  - c. if required, meet the additional requirements stated in article 13;
  - d. if required, hold the required evidence of admission;
  - e. have paid the tuition fees owed in accordance with art. 21 through 23, or has secured said payment by way of authorisation;
  - f. have met the requirements stated in article 29;
  - g. has not received a rejection (binding study advice) for the relevant programme from the OER. (7.8b.3), and
  - h. *deleted*.
- 5.2 The admission requirements stated under 5.1 also apply to the student who wants to be admitted to the Associate Degree programme.

## Article 6. Admission Main Phase of a Bachelor Programme

6.1 Admission as a student to the main phase of a programme is available to those who: (7.37.1)

- a. meet the pre-education requirements as stated in article 14;
- b. have paid the tuition fees owed in accordance with art. 21 through 23, or has secured said payment by way of authorisation;
- c. have met the requirements stated in article 30; and
- d. have not had an access restriction imposed against them by the OER for the desired specialisation within the relevant programme. (7.9.1)

## Article 6b. Admission Three-Year HBO

6b.1 Anyone who wishes to be admitted to a three-year Bachelor programme (fast track) must comply with one of the following pre-education requirements (7.9a):

- a. a pre-university education diploma (VWO) (7.24, section 2 under a or b)
- b. a diploma deemed by ministerial decree to be at least equivalent, or assessed by the Executive Board as being at least equivalent to this.

6b.2 The Executive Board may also decide to admit another person to a three-year Bachelor programme than the one referred to in the first paragraph if they have in the opinion of the Executive Board shown they are suitable for that programme.

## Article 6c. Conditional Admission Academic Year 2020-2021 in Connection with Covid-19

6c.1 A completed pre-education is one of the registration requirements for registration with the HZ. If completion of the pre-education was unsuccessful as a result of Covid-19, a conditional admission may still be granted in certain cases. The conditional admission is subject to the requirement that the stated pre-education requirements are met before 1 January 2021. If this is not achieved before 1 January 2021, the student will have to leave the HBO programme.

6c.2 This applies to the following situations:

- Registration for the Pabo (Primary School Teacher Training programme): If the pre-education requirement cannot be met or can only be met to a limited extent due to cancellations of the examinations, a conditional registration for the PABO programme may be granted. Before 1 January 2021, the student must then demonstrate that the stated pre-education requirement has been met by achieving the diploma and passing all admission examinations for the PABO. If this is not achieved before 1 January 2021, the student will have to leave the programme. See also 6c.3.
- Transition MBO – HBO: If due to Covid-19 one or a few minor subjects have not yet been completed before 1 September or the professional practice training is still being completed, and, in both those scenarios, completion can be achieved before 1 January 2021. In that event, registration with the HZ is possible and in addition, a registration with the MBO institute may be in effect during the completion of the final components of the MBO programme. From the moment of (conditional) registration for the HBO programme, there is no further entitlement to MBO student finance. This then transfers into student finance for Higher Education. Before 15 August 2020, the MBO institute must have issued a substantiated completion advice, which answers the question of whether it can be reasonably expected that the relevant MBO programme shall be completed on before 31 December 2020 at the latest, given the requirements set for the propaedeutic phase by the intended further education programme. The advice is a significant factor for the conditional registration.

- 6c.3 The condition that is set is that, if the programme requirements are not met before 1 January 2020, participation in the further education programme must be terminated. Reregistration for academic year 2021 - 2022 – provided this is done before the registration deadline – is an option in that situation, so long as the stated pre-education requirement (and the other registration requirements) are met. If one or more examination(s) have been successfully completed, the Examination Committee of the (new) further education programme can determine whether any exemptions can be granted.

#### Article 7. Registration Master Programme

- 7.1 Registration as a student for a master programme is available for those who:
- a. meet the pre-education requirements as stated in article 15;
  - b. have paid the tuition fees owed in accordance with art. 21 through 23, or have secured said payment by way of authorisation;
  - c. have met the requirements stated in article 29.

#### Article 8. Registration as External

- 8.1 If, in the assessment of the Executive Board, the nature or interest of the education do not constitute grounds to object to the registration, registration for a programme as an external is available for those who: (7.37.1)
- a. meet the pre-education requirements as stated in article 10 or article 11;
  - b. if required, meet the further and special further pre-education requirements stated in articles 12 and 12a;
  - c. if required, meet the additional requirements stated in article 13;
  - d. have paid the examination fee owed in accordance with art. 28, or have secured said payment by way of authorisation;
  - e. have met the requirements stated in article 29; and
  - f. have not had an access restriction imposed against them by the OER for the desired specialisation within the relevant programme. (7.9.1)

#### Article 8a. Deficiency Investigation

- 8a.1 A person holding a diploma that does not meet the further pre-education requirements as referred to in articles 12 and 12a (the aspiring student is then 'deficient') can be registered on the condition that investigations show that comparable requirements are met. These requirements must be met before starting the programme (article 7.25, section 5 of the WHW). This investigation is performed by or on behalf of the Executive Board. This investigation can be performed internally (by HZ) or externally (by third parties). These requirements are described in detail for each programme in their respective OER HZ Implementation Regulations. See also articles 12 and 12a of these regulations.

### **Chapter 2. Pre-Education Requirements**

#### Article 9. Scope

- 9.1 This chapter applies to the programmes, with the exception of articles 15 and 16. Article 6c. sets out the possibilities for the conditional admission for academic year 2020-2021 in connection with Covid-19.

## Article 10. Pre-Education Requirements

- 10.1 A person can only be registered for a programme as a student if they are in possession of:
- a. a pre-university education diploma (VWO), or
  - b. a higher general secondary education diploma (HAVO), or
  - c. a WEB-based diploma from a middle management training programme, from a specialist programme, or from a professional training programme appointed by ministerial decree. (MBO-4) (7.24.2)
- 10.2 The person who holds a certificate for a successfully completed propaedeutic examination at a university or university of applied sciences, and those who hold a Bachelor's or Master's degree, are exempt from the pre-education requirement stated in section 1, as are those who have access to scientific education or higher professional education in a country that is a signatory of, and has ratified the Convention on the Recognition of Qualifications concerning Higher Education in the European Region, unless the Executive Board can demonstrate a significant difference of qualification between the foreign qualification and the general admissions requirements. (7.28.1)
- 10.3 The Executive Board grants the holder of a diploma by ministerial appointment, which has been designated as at least equivalent to a diploma as defined in section 1, exemption from the pre-education requirement stated in section 1. (7.28.2)
- 10.4 The Executive Board may grant exemption from the pre-education requirements stated in section 1 to the holder of a diploma other than stated in section 3, if that diploma has been designated by the Examination Committee of the relevant programme as being at least equivalent to a diploma as within the meaning of section 1. (7.28.2)
- 10.5 If the diploma referred to section 4 was issued outside the Netherlands, the Executive Board may determine that no examinations or components of examinations shall be completed until, to the satisfaction of the relevant Examination Committee, proof has been submitted to the Examination Committee that the student has a sufficient Dutch language proficiency level to successfully participate in the education programme. The Executive Board can also determine that the Party Concerned is not registered until the proof referred to in the preceding sentence has been submitted. (7.28.2)
- 10.6. If the diploma referred to section 4 was issued outside the Netherlands, and the education is offered in the English language, the Executive Board may determine that no examinations or components of examinations shall be completed until, to the satisfaction of the relevant Examination Committee, proof has been submitted to the Examination Committee that the student has a sufficient English language proficiency level to successfully participate in the education programme.<sup>2</sup> The Executive Board can also determine that the Party Concerned is not registered until the proof referred to in the preceding sentence has been submitted.

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<sup>2</sup> The HZ is bound by the Code of Conduct International Student, as amended on 1 August 2014 is. The Code of Conduct is available at the website: <http://www.internationalstudy.nl/> See in particular articles 4.2 and 4.3. of the Code of Conduct. These form part of these registration regulations. The Code of Conduct provides with regard to the English language proficiency test that at least an 'academic' IELTS test with an 'overall band score' of 6.0 (six) is maintained for the bachelor and master levels. For the preparatory year with a duration of 6 to 12 months, there is a minimum requirement of 5.0 IELTS; for a preparatory year of 6 months or less there is a minimum requirement of 5.5 IELTS. For the scores of accepted language tests other than IELTS (TOEFL, TOEIC, and Cambridge ESOL), a reference table is used (see the Code of Conduct). Om 10 March 2015, the HZ decided that Cambridge English First ("FCE") grade A and B is equivalent to IELTS 6.0 and that students who can demonstrate a B2 proficiency level may be admitted. Tests that express the language proficiency on the scale of the Common European Framework of Reference for Languages (CEFR), level A1 through C2, are not (yet) on the list in the Code of Conduct. Om 9 July 2015, the HZ decided that level B2 within the framework of CEFR is equivalent to IELTS 6.0 and that students who can demonstrate a B2 proficiency level may be admitted. The use of one's own language proficiency test is not permitted, unless it has been validated by the National Committee on the advice of the Research Centre for Examination and Certification (RCEC). Chinese students may only be admitted with a NESO certificate. The language requirement does not apply to international students who completed their prior education in the USA, Great Britain,

## Article 11. Admission Examination (also referred to as: 21+ examination or colloquium doctum)

- 11.1 The Executive Board may grant exemptions to persons aged 21 or older who do not meet the prior education requirements stated in article 10, section 1, if examination by a committee appointed by the Executive Board shows:
- suitability for the relevant education and
  - sufficient mastery of the Dutch language to be able to successfully complete that programme (7.29.1)<sup>3</sup>;
  - stating the student has sufficient mastery of the English language to successfully attend that educational programme in the English language.<sup>4</sup>
- 11.2 The Executive Board may decide that the holder of a diploma issued outside of the Netherlands, which grants access to higher education in the home country, is exempt from the age restriction stated in the first paragraph. In special circumstances<sup>5</sup>, the Executive Board may also deviate from this age restriction if no diploma can be presented.
- 11.3 The admission examination as referred to in the first section is performed by Aob Compaz on behalf of the Executive Board (website: [www.aobcompaz.nl](http://www.aobcompaz.nl); email address: [onderwijs@aob-compaz.nl](mailto:onderwijs@aob-compaz.nl)).
- 11.4 The admission examination primarily assesses the cognitive ability of a prospective student. This is performed on the basis of standardised and HAVO level tests which assess verbal understanding, precise logical thinking and numerical thinking skills, supplemented with a number of specific capacities that are relevant for the different programmes. The examination is taken digitally in a conditioned test environment, under the supervision of an advisor.
- 11.5 The purpose of the admission examination is to determine whether the prospective student is suitable for the education programme and has sufficient Dutch or English language proficiency to successfully complete the education programme.
- 11.6 After the admission examination has been completed, the Student Office shall, on behalf of the Executive Board, provide the Party Concerned with a declaration stating whether they have been admitted to the programme. In case of admission to the programme, the Student Office attaches a copy of the declaration to the student record.
- 11.7 The programme of the admission examination consists of the following components for each course programme:

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Ireland, Australia, and New Zealand. In deviation from article 4.2 of the Code of Conduct, an educational institute may exempt an international student who completed their prior education in English from the requirement to complete a language proficiency test. The National Committee may request that the educational institute present a Nuffic declaration, which confirms that the prior education was completed in the English language. Furthermore, an educational institute may grant an exemption to an international student from the requirement to complete a language proficiency test if the student is in possession of a secondary education diploma from a country that is included in the diploma list composed at the behest of the associations of institutes for higher education, as published on the website for the Code of Conduct (See: <http://www.internationalstudy.nl/sites/default/files/Diplomalijst.pdf>)

<sup>3</sup> Students with a non-Dutch prior education who wish to attend a degree programme in the Dutch language must provide the following: proof of successful completion of the State Examination NT2 II (programme II), of no more than two years old; proof of the successful completion of the ITN test (Inter-university Dutch), if this is recognised by the programme, or an at least equivalent certificate, such as the Dutch as a Foreign Language Certificate (CNaVT) or the Higher Education Language Proficiency Profile (PTHO), or a declaration from the Executive Board submitted declaration that the student is exempt from this requirement. (7.29.1). The language requirement also applies to students who have an MBO-4 or equivalent diploma from Suriname or countries which are part of the Kingdom of the Netherlands.

<sup>4</sup> see footnote 4

- a. Programmes for the Academies for Healthcare & Wellbeing and Education & Pedagogy:
  - Verbal analogies (thinking with words)
  - Logical reasoning with figures (figures sequences)
  - Numerical sequences (thinking with numbers)
  - Vocabulary (knowledge of words)
  - Spelling (spelling proficiency)
  - Style (grammatical insight)
- b. Programmes of the Delta Academy, the De Ruyter Academy, and the Academy for Technology & Innovation:
  - Verbal analogies (thinking with words)
  - Logical reasoning with figures (figures sequences)
  - Computational issues
  - Arithmetic
  - Numerical sequences (thinking with numbers)
  - Style (grammatical insight)
  - Cut-outs
  - Cubes
- c. Programmes of the Academy for Economics & Management and Scaldis Academy:
  - Verbal analogies (thinking with words)

This also includes, for example, refugees.

- Logical reasoning with figures (figures sequences)
- Number sequences
- Arithmetic
- Numeracy skills
- Vocabulary
- Style (grammatical insight)
- Spelling

11.8 The admission requirements per programme for a specific academic year are recorded in the OER of the relevant programme for the upcoming academic year. (7.29.2)

#### Article 12. Additional Pre-Education Requirements

- 12.1 By ministerial decree, the profile or profiles have been appointed to which the HAVO and VWO diplomas, as stated in article 10, must pertain to be eligible for registration for a programme or a group of programmes (7.25.1).
- 12.2 By ministerial decree, specific subjects and other programme components can also be appointed that must form part of the examination for obtaining the HAVO or VWO diploma referred to in the first sentence (7.25.2)<sup>4</sup>
- 12.2a The further pre-education requirements for students with HAVO and VWO diplomas are detailed in the Implementation Regulations for that programme.
- 12.3 By ministerial decree, requirements may be imposed for registering for a specific programme or group of programmes in higher professional education in connection with the desired alignment of

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<sup>4</sup> The required profiles, subjects, and programme components are recorded in the Regulations Application and Admission Higher Education, Staatscourant (National Gazette) 2014, number 11514, including subsequent amendments. The currently applicable text is always available at [www.overheid.nl](http://www.overheid.nl) (Directly to, National laws and regulations. Then, in the search bar for 'in the title', type the name of the regulations.)



the diploma of a middle management training programme, specialist training programme, or of a, by ministerial decree appointed, professional training programme, as stated in article 10, to be able to register for a programme or group of programmes (7.25.3).

- 12.3a The further pre-education requirements for students with a MBO diploma (as defined in Art. 12.3 above and in art. 2.2 under d and e of the OER HZ 2015-2016) are detailed per degree programme in the Implementation Regulations for that programme. These further pre-education requirements for MBO transfer students entered into force as of the commencement of academic year 2015-2016 (Art. 2.4 Implementation Decree WHW). These requirements provide that the automatic right of admission of MBO graduates to HBO programmes has been revoked: MBO programmes from various MBO *domains* do not offer a right of direct admission to HBO programmes within specific so-called CROHO-*components*. Information on which MBO programme in which MBO domain still grants direct admission to a HBO programme in a specific CROHO component can be found in Appendix C of the Regulations for Application and Admission to Higher Education (see footnote number 8 in these Registration Regulations).
- 12.3b If an aspiring student has an MBO diploma which does not offer a right of direct admission to the HBO programme of their choice (a “non-related” MBO diploma), they can eliminate this deficiency through a Deficiency Investigation. The Deficiency Investigation for aspiring students with a non-related MBO diploma consists of the Study Choice Check. A positive advice in the context of the Study Choice Check means that the aspiring student shall be admitted. A negative advice results in admission being refused.
- 12.4 The Executive Board may decide that a person holding a diploma or certificate (as stated in article 10), which does not conform to the requirements stated in section 1 and 2, shall be registered on the condition that the outcome of an investigation shows that substantively equivalent requirements are met. These requirements must be met before the start of the programme. By ministerial decree, programmes may be assigned for which, in circumstances and under conditions determined by the Executive Board, the requirements can be met by the latest upon completion of the propaedeutic phase or, if no such phase is implemented, the first period of that programme with a study load of 60 credits. The requirements are recorded in the OER. (7.25.4).

#### Article 12a. Special Further Pre-Education Requirements (Pabo)

- 12a.1 As of academic year 2015-2016, special further pre-education requirements are in force for admission to the primary school teacher training programme (7.24 section 4, 7.25a and 7.25b WHW).
- 12a.2 The special further education requirements do not apply to persons who are in possession of a VWO diploma (see also art. 2.2 under b, OER) or who have already completed a bachelor or master programme in higher education (see also art. 2.2 under a, OER HZ).
- 12a.3 The special further pre-education requirements pertain to the knowledge areas geography, history, and nature sciences, including biology (art. 3.6, 3.7, and 3.8 Uitvoerbepaling WHW (Implementation Decree WHW) and the Regulations Application and Admission Higher Education; current versions of texts available at [www.overheid.nl](http://www.overheid.nl)).
- 12a.4 These special further pre-education requirements are detailed in the relevant Implementation Regulations OER HZ.
- 12a.5 The website [www.goedvoorbereidnaardepabo.nl](http://www.goedvoorbereidnaardepabo.nl) provides detailed information about the special further pre-education requirements. The HZ website also provides detailed information. Aspiring students take note of the information on these websites.
- 12a.6 The special admission requirements, in brief, shall effectively mean that the aspiring student,

prior to their (first) registration for the primary school teacher training programme, must demonstrate, through the completion of examinations, that they have adequate ready knowledge about the subject areas geography, history, and natural sciences if they did not complete the final examinations for the three subjects (i) geography, (ii) history, and (iii) either biology or physics or NLT, as part of the HAVO diploma. The aspiring student who did not complete the HAVO final examination for one of these three subjects, shall complete an admission examination for each missing subject. A HAVO student will (usually) complete one or two admission examinations (depending on the profile and curriculum). Aspiring students with an MBO pre-education complete three examinations because the subjects are not part of the MBO examination programme. Even if the aspiring student completes the 21+ examination (colloquium doctum) via Aob Compaz (see art. 2.9 OER HZ 2015-2016) they will in addition (also) have to meet the special further pre-education requirements.

12a.7. *deleted*

#### Article 13. Additional Requirements

- 13.1 If the performance of the profession(s) the programme prepares the student for, or the organisation and layout of the education imposes specific requirements in respect of:
- a. knowledge and skills that are not (sufficiently) included in secondary education and the professional education as within the meaning of the WEB, or
  - b. the characteristics of the student, the associated requirements imposed by ministerial decree shall apply in addition to the pre-education requirements stated in article 10.
- 13.2 With a view to the registration for part-time programmes, the OER may impose requirements concerning the work to be performed as part of the programme the student wants to register for, provided such work has been identified as educational unit(s). (7.27)

#### Article 14. Admission to Main Phase

- 14.1 For admission to the main phase of a programme after the propaedeutic examination, students are required to be in possession of a certificate to evidence the successful completion of the propaedeutic examination for that programme or of the successful completion of the common propaedeutic examination of that programme and one or more other programmes. (7.30.1)
- 14.2 The Executive Board may grant an exemption to the requirement stated in the first section to the holder of a diploma issued in the Netherlands or elsewhere. This only occurs if that diploma, in the assessment of the Executive Board, is at least equivalent to the certificate stated in the first section. (7.30.2)
- 14.3 If the diploma referred to in the previous section was issued outside the Netherlands, the Executive Board may determine that no examinations or components of examinations shall be completed until, to the satisfaction of the Examination Committee, proof has been submitted to the Examination Committee that the student has a sufficient Dutch language proficiency level to successfully participate in the education programme. (7.30.2)
- 14.4 If the diploma referred to section 2 was issued outside the Netherlands, and the education is offered in the English language, the Executive Board may determine that no examinations or components of examinations shall be completed until, to the satisfaction of the Examination Committee, proof has been submitted to the Examination Committee that the student has a sufficient English language proficiency level to successfully participate in the education programme<sup>5</sup>.

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<sup>5</sup> See footnote 5

- 14.5 If a student, on the basis of the study guide for the relevant programme, has been exempt from completing the propaedeutic examination for that programme, the evidence for that exemption shall be interpreted as the equivalent of the certification referred to in section 1 for the purpose of registration for the main phase of that programme. A propaedeutic certificate shall not be issued in those circumstances.
- 14.6 With observance of the provisions of the OER on this subject, the Examination Committee may, in deviation from the first section, at the request of the aspiring student, allow that person to complete one or more components of the final examinations before they successfully complete the propaedeutic examinations of the relevant programme. (7.30.3)

#### Article 15. Pre-Education Requirements Master Programmes

- 15.1 A person may only be registered as a student for a master programme if they meet the pre-education and admission requirements of the programme. The pre-education and admission requirements are set out in the OER (7.30b).

#### Article 16. Admission Requirement Master Programmes

- 16.1 For the registration for a master programme the admission requirement is that the person must be in possession of proof of admission to the programme. The Executive Board issues proof of admission if:
- a. the Party Concerned meets the stated admission requirements, and
  - b. insofar as the Executive Board has determined a maximum number of persons that can be registered for the programme, that number is not exceeded.
- 16.2 The proof of admission as referred to in the first section, applies to the academic year following the academic year in which the application for that proof was submitted, unless the Executive Board decides otherwise (7.30a.3 and 7.30b.5).
- 16.3 If the Party Concerned does not meet the entry requirements referred to in sections 1 and 2, but it is expected that they can meet those requirements within a reasonable timeframe, they may still be offered that opportunity.

### **Chapter 3. Proof of Admission**

#### Article 17. Scope

- 17.1 Articles 18, 19, and 20 of this paragraph are not applicable to the registration of externals.

#### Article 18. Fixed Capacity

- 18.1 The Executive Board may impose a fixed capacity for both the propaedeutic phase and the main phase. (7.53 and 7.54).

#### Article 19. Decentralised Selection

- 19.1 For programmes with an admission restriction as referred to above, the Executive Board may allocate a percentage of programme spaces to candidates it selects itself, who in the assessment of the Executive Board have the special qualifications (7.57e.1).
- 19.2 If the Executive Board gives implementation to section 1, the OER shall determine:
- a. the special qualifications considered in the selection process;
  - b. any other selection criteria;
  - c. rules of administrative nature;
  - d. the percentage as referred to in section 1;

- e. the decision as to whether candidates shall be permitted to participate in the selection procedure once, twice, or thrice. (7.57e.2)
- 19.3 The achieved marks in final examinations are not part of the special qualifications referred to in sections 1 and 2 (7.57e.3)

#### Article 20. Other Proof of Admission

- 20.1 Registration for a master programme only occurs when a proof of admission issued by the Executive Board as referred to in article 16 is presented. (7.30b jo. 7.30a)

### **Chapter 4. Tuition and Examination Fees**

#### Article 21 Statutory Tuition Fees

- 21.1 Tuition fees must be paid for registration as a student (full time, part time, or dual). The amount of tuition fees to be paid is determined annual per academic year by or pursuant to the law (statutory tuition fees) or by the Executive Board (institutional tuition fees). (7.43, 7.45, 7.45a and 7.46)
- 21.2 An external shall owe examination fees for each academic year for which he is registered for a programme by the Institutional Board (7.44).
- 21.3 The statutory tuition fees are owed by a student who:
  - a. according to the basic register education since 1 September 1991 for a registration to a Bachelor programme has not previously obtained a Bachelor's degree or for a registration to a Master programme has not previously obtained a Master's degree, and
  - b. belongs to one of the groups of people, referred to in article 2.2 of the Wet studiefinanciering 2000 (Student Finance Act 2000), or has the Surinam nationality.
- 21.4 The requirement referred to in the third, part a, does not apply to a student who is enrolling in a programme in the field of education or healthcare for the first time.
- 21.5 A student as referred to in the first, third, or fourth section of this article, who is registered for a full-time programme, shall be required to pay the full amount of the statutory tuition fees. If a student is registered for a part-time or dual programme, that student shall be required to pay the relevant part of the statutory tuition fees.
- 21.6 A student as referred to in the first, third, or fourth section of this article, who has enrolled in more than one programme and who has successfully completed the first programme for which that student registered, shall be required to pay statutory tuition fees proportional to the remaining part of the academic year. In that event, the amount owed is calculated pro rata to the number of remaining months in the relevant academic year.
- 21.7 For the condition, referred to in the third sections, part a of this article, the following are considered equivalent to the student who has obtained a bachelor degree:
  - a. a student who has successfully completed the final examination of a higher professional education programme with a study load of 168 study credits, in accordance with the WHW as it read on 31 August 2002, and
  - b. a student who has successfully completed the candidate examination for a programme in scientific education as within the meaning of article 7.8 WHW, as that article read on 31 August 2002.
- 21.8 For the condition, referred to in the first sections, part a, the following are considered equivalent to the student who has obtained a Master's degree:
  - a. a student who has successfully completed the final examination for a programme in scientific education as within the meaning of article 7.3 WHW, as that article read on 31 August 2002;

- b. a student who, on the basis of article 18.14 WHW, has successfully completed the final examination for a programme in scientific education; and
  - c. a student who, on the basis of article 18.15 WHW, has successfully completed the final examination for a programme in scientific education.
- 21.9 For foreign nationals as within the meaning of the third section, part b of this article, for whom the eligibility to enjoy student finance as of the first day of registration cannot be evidenced until after commencement of the academic year, the statutory tuition fees shall be charged from the first day of registration. In that event, if necessary, the difference with any institutional tuition fees that have already been paid shall be returned.

#### Article 22. deleted

#### Article 23. Institutional Tuition Fees

- 23.1 A student who does not meet the requirements stated in article 21 shall be required to pay the institutional tuition fees.
- 23.2 The student who only evidences that they meet the requirements stated in article 21 after commencement of the academic year shall, at their request, be charged the statutory tuition fees for the remaining part of that academic year and will have the institutional tuition fees for the remainder of the academic year returned to them, if they had already been paid. (7.46)
- 23.3 If the registration is not fully completed before 30 September, due to circumstances for which the student is responsible, (see also article 4.4 and 32.2 of these regulations), the registration will only be effected by or on behalf of the Executive Board after the student has declared they agree to pay institutional tuition fees (for the applicable amounts, please refer to the HZ website).

#### Article 24. Other Contributions

- 24.1 For certain programmes, the Executive Board may require a contribution towards the costs from the student upon registration, which costs are directly connected to the education as part of the relevant programme. This contribution may be required for programmes for which additional requirements, as within the meaning of article 13, may be imposed and for other programmes referenced in article 7.50, section 2 of the Whw). The HZ programmes for which additional requirements are imposed for academic year 2015-2016 are the programmes Maritime officer (Marof) and Sports & Movement Education (SBE).
- 24.2 If increases of the other contributions on the basis of section 1 occur for a programme, the Implementation Regulations for that programme shall define by what amount the tuition fees for that programme are increased.
- 24.3 When charging the contributions other than the tuition fee, the HZ will have consideration for the interpretation of the legal provisions on this topic by the minister as per a letter sent to institutes dated 28 April 2015.<sup>6</sup>

#### Article 25. Tuition Fees Exemptions and Reductions

- 25.1 The person who:

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<sup>6</sup> (Kamerstuk (Chamber file) 31288 no. 439, Session 2014-2015; this publication was made by the Tweede Kamer Staten-Generaal (Second Chamber of the States-General) on 19 May 2015. The publication is of the type Annex and has the identifier "blg-512374"). See also: <https://www.rijksoverheid.nl/documenten/brieven/2015/04/28/brief-over-eigen-bijdrage-studenten>

- a. is already registered at the HZ, a university or another university of applied sciences, or owes training or course fees in a capacity as a pupil for an academic year;
  - b. in addition or in place thereof wishes to be registered as a student at the HZ for the same academic year;
  - c. for the second registration as referred to under b. owes higher tuition fees to the HZ than the already owed and paid tuition, training, or course fees;
- shall for that second registration with the HZ for that academic year owe tuition fees comprising the difference between the already paid amount (evidenced in writing) and the higher tuition fees referenced here. (7.48)
- 25.2. If the tuition fees owed to the HZ is equal to or lower than the already paid tuition, training, or course fees as within the meaning of section 1, the student shall be exempt from paying tuition fees for the second registration. (7.48)
- 25.3 The person who, in the course of an academic year, is registered as a student shall, with observance of section 1 and section 2, owe tuition fees equal to the tuition fees owed by those who registered before 1 September of that academic year, less one twelfth share for each month during which the student was not registered. (7.48)

#### Article 26. Payment of Tuition Fees

- 26.1 The tuition fees must be paid prior to the commencement of an academic year, as a single payment, by providing a guaranteed direct debit authorisation for the full amount in a single payment, or by providing a guaranteed direct debit authorisation for payment in multiple instalments determined by the Executive Board, spread over the entire year.
- 26.2 Students who have been sent two payment reminders within one academic year may be refused the option to pay in instalments for the following academic year. In that event, the full amount of tuition fees owed must be paid in a single payment at the start of the academic year.
- 26.3 The tuition fees must be paid by or on behalf of the student. If payment is made by a third party on behalf of the student, the student must agree to this in writing. Section 1 shall apply mutatis mutandis to payment made by a third party, with the understanding that instead of a direct debit authorisation, a written (bank) guarantee for payment of the tuition fees can be presented, which shows satisfactorily that the owed tuition fees have been or will be paid.
- 26.4 Payment, or compensation, of the tuition fees for the benefit of the student by the HZ out of state funding is not permitted. (2.9.1, 7.48.5)
- 26.5 So long as the owed tuition fees have not been paid in full, or payment by an authorisation has not been adequately guaranteed, the student shall not be issued a certificate for successful completion of any examination. The student shall also be refused participation in the education, use of educational facilities, and access to buildings.

#### Article 27. Repayment of Tuition Fees

- 27.1 Repayment of paid tuition fees, possibly with deduction of administrative costs, may occur in the following circumstances:
- a. article 32: in the event the Executive Board refuses to register the student;
  - b. article 33: in the event a student cancels their registration in a timely manner;
  - c. article 35: in the event termination of registration occurs at the request of the student;
  - d. article 21 section 9 and article 23 section 2: if settlement must take place for the difference between the institutional tuition fees and the statutory tuition fees.
- 27.2 Repayment or reduction of tuition fees in circumstances other than stated under section 1 is not permitted (7.48.5)

- 27.3 When honouring a request from a student for intermediary transfer during an academic year from a full-time programme to a part-time or dual variant of the same programme, a student is not entitled to repayment of the difference between the full-time tuition fees and the part-time or dual tuition fees. The transfer takes place starting from the first day of the month following the month in which the transfer request was made.

#### Article 28. Examination Fees

- 28.1 For the registration as external, examination fees must be paid. The amount of examination fees (institutional examination fees) payable is determined by the Executive Board annually, ahead of the upcoming academic year. (7.44)
- 28.2 Those who in the course of the academic year are registered as externals shall owe institutional examination fees equal to those who registered for that academic year before 1 September.
- 28.3 The regulations concerning reduction, exemption, payment, and repayment of tuition fees do not apply mutatis mutandis to the examination fees. However, payment can still be made by a third party on behalf of the student, provided the student agrees to this in writing.
- 28.4 The examination fees must in all cases be paid as a single payment.
- 28.5 As long as the owed examination fees have not been paid, an external shall not be issued a certificate for the successful completion of any examinations. The external shall also be refused participation in the examinations of the programme, the use of the facilities of the HZ, and access to the buildings.
- 28.6 Payment, or compensation, of the examination fees for the benefit of the student by the university of applied sciences out of state funding is not permitted. (2.9.1)
- 28.7 Repayment of the paid examination fees may, with deduction of administrative costs, only occur if:
- a. an external is not registered because registration is refused;
  - b. a registration has been cancelled before 1 September. In the event of cancellation after 1 September, no repayment of examination fees is made.
- 28.8 Transferring retroactively is not possible

### **Chapter 5. Registration Procedure**

#### Article 29. First Registration Propaedeutic Phase

- 29.1 Those who wish to be registered as a student for the propaedeutic phase of a programme for the first time must submit a request to this effect. The request is made via Studielink. Registration takes place per programme and is done by or on behalf of the Executive Board.
- 29.2 A first registration is not made until after the student has first applied via Studielink for the programme to which the registration of the student pertains.
- 29.3 For a request for first registration for a programme, the identity and pre-education are verified centrally. If central verification is not possible, the following must be submitted:
- a. a copy of a valid passport or European identity card;
  - b. a copy of the diploma or certificate as referred to in article 10, including the associated list of marks if so requested (a standard copy suffices unless a certified copy is requested);
  - c. if applicable, the proofs of admission;
  - d. any other documentation as indicated by the Executive Board<sup>7</sup>;
  - e. for subjects of non-EEC countries aged 18 years or older: a proof (document or written declaration), that evidences they are lawfully resident in the Netherlands;

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<sup>7</sup> For example an extract from the municipal database and other documentation necessary for determining whether a Party Concerned is required to pay the statutory tuition fees (7.45 jo. 7.46 WHW);

- f. written proof that the (institutional) tuition fees have been paid;
- 29.4 The Executive Board may impose additional requirements for the documents to be submitted in connection with authentication.
- 29.5 The registration is made for the first academic year of the propaedeutic phase. Intermediary cessation of a programme must be explicitly reported via Studielink before commencement of a subsequent academic year.
- 29.6 In the event of unforeseen circumstance, the Executive Board is entitled to impose further rules in connection with the registration procedure.
- 29.7 If the registration has been completed successfully, the student receives a proof of registration issued by the Executive Board. This is accompanied by reference to the rights in connection with registration. (7.33.2)

#### Article 30. First Admission to Main Phase

- 30.1 To the first admission to the main phase of a programme, article 29 shall apply mutatis mutandis.

#### Article 31 Subsequent Registrations

- 31.1 A student must register for subsequent academic years of the previously commenced programme via Studielink. Article 29 shall apply mutatis mutandis.
- 31.2 If the subsequent registration has been completed successfully, the student receives a proof of registration issued by the Executive Board. (7.33.2)

#### Article 32 Refusal of Registration

- 32.1 The Executive Board refuses registration if the requirements set by or pursuant to the WHW have not been met, including in any case the requirements stated in articles 5 through 8. (7.37.2)
- 32.2 The Executive Board may also refuse a registration for a programme if:
  - a. the request to register and payment of the tuition fees are not completed before 1 September of the relevant academic year or 1 February if it concerns a February start date;
  - b. the request to register was not made in accordance with the procedural rules;
  - c. a student wishes to register for a programme and their diploma or certificate as within the meaning of article 10 does not meet the requirements stated in article 12 and the Executive Board takes the view that those requirements are of such nature that it can be reasonably expected that an exemption on grounds of a supplemental investigation cannot be obtained for the programme in the first year of registration; (7.25.4 en 7.28.4)
  - d. a student wishes to register for a master programme and the student does not meet the requirements to be determined by the Executive Board for admission to the programme. (7.30b.1 en 7.30a.3)
  - e. for a programme, a fixed capacity has been imposed with regard to the propaedeutic phase;
  - f. for a programme, a fixed capacity has been imposed with regard to the main phase, except with regard to those who are registered with the HZ for the relevant programme;
  - g. there is a justified fear that the student will not respect the basis, the objectives, and the core values of the HZ; (7.37.5)
  - h. if there is a justified fear that the student will abuse that registration and any rights arising from the registration by causing serious detriment to the own nature of the HZ;
  - i. the HZ has previously terminated the registration of the student due to one of the grounds listed in articles 35 and 36, unless this concerned a temporary termination and the relevant period has elapsed;



- j. if the student, due to their own behaviour or expressions, has shown to be unsuitable for the performance of one or more professions that the relevant programme educates towards, or of being unsuitable for the practical preparation for the performance of professions of the relevant programme, or the registration of the student with another institute was refused or terminated for this reason. (7.42a)
  - k. the student, if so required on the basis of these regulations, has not participated in the Study Choice Check or, in the event the student applied after 1 May, has received a negative study advice.
- 32.3 The refusal of a registration is done in writing and with substantiation, with reference to an objection clause.

#### Article 33. Cancellation of Registration

- 33.1 A concluded registration for a programme may be cancelled by the student until the 1 September prior to the relevant academic year.

#### Article 34. Internal Transfer

- 34.1 The Executive Board may, at the request of the student, consent to intermediary registration for another programme (variant) at the HZ.
- 34.2 The Executive Board may mandate the relevant Academy Director to exercise the authority referred to in the first section.

### **Chapter 6. Termination of Registration**

#### Article 35. Termination by Request

- 35.1 Following a request via Studielink or [www.hz.nl](http://www.hz.nl) from the person who is registered as a student for a programme at the HZ, a registration for the relevant academic year may be terminated, effective from the following month, by the Executive Board.<sup>8</sup> 11. (7.42.1)
- 35.2<sup>9</sup> Upon termination of the registration any repayment of paid tuition fees occurs as follows:
- a. If the registration is terminated over the course of the academic year, but not effective from 1 July or 1 August of that year, the paid tuition fees will be repaid pro rata at one twelfth share for each month during which the student is no longer registered. (7.48.4)
  - b. If the registration is terminated effective from 1 July or 1 August of the academic year, no repayment of tuition fees is made, with the exception of termination due to the death of the student. In that event repayment will be made for the entire remainder of the year.
- 35.3. No repayment of paid tuition fees shall be made in the event of termination on the basis of section 1, if the student for the relevant academic year is also registered as a student for a second programme at the university of applied sciences, at a different university of applied sciences, or at a university. (7.48.1)

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<sup>8</sup> A registration as student terminates becomes effective from the start of the first day of the month following the day on which the certificate as within the meaning of article 7.11 WHW is issued. If the concluding examination is completed and the diploma can first be issued in the subsequent academic year, the Executive Board is authorised to make suitable provisions concerning, for example, any tuition fees owed, with application of article 41 of these regulations.

<sup>9</sup> If a request for termination is made due to personal circumstances, such as severe illness, it is recommended that this is discussed beforehand with the student dean. In connection with this, please refer to the Regulations Profiling Fund.

- 35.4 Upon termination of the registration of an external, the paid examination fees shall not be repaid.
- 35.5 Any payment obligations for claims by the university of applied sciences remain effective upon termination of the registration.
- 35.6 The Executive Board imposes additional rules of a procedural nature with regard to the application of this article. (7.42.2)

#### Article 36. Termination After Negative Binding Study Advice

- 36.1 In the event a student receives a negative binding study advice, the registration for the relevant programme, or those programmes as determined by the Executive Board, is or are terminated.<sup>10</sup>
- 36.2 The student, as referred to in the first section, cannot be registered again for the relevant programme or those programmes as determined by the Executive Board, except in the event the Executive Board has stipulated a specific period before a new registration is permitted.

#### Article 37. Revoking and Termination of Registration by the HZ<sup>11</sup>

- 37.1 The Executive Board may revoke a registration if a student does not respect the basis, the objectives, and the core values of the HZ. The decision is issued in writing and with substantiation. Revocation is not possible if the student has no opportunity to receive the education at a different university of applied sciences. (7.37 sections 5 and 7).
- 37.2 A registration may be revoked if there is a justified fear that the student will abuse that registration and any rights arising from the registration by causing serious detriment to the own nature of the HZ or it has been shown that the student has misused that registration and any rights in connection with it. The revocation of the registration is issued by the Executive Board, on the initiative of the Executive Board, in writing and with substantiation. (7.37.6)
- 37.3 The registration of a non-EEA student is revoked immediately if after registration, for any reason whatsoever, it emerges that their residing in the Netherlands was unlawful on the first day on which the programme commenced and the day to which the first registration pertained. (7.32.6).
- 37.4 A registration can be revoked if the tuition fees remain unpaid despite reminders. The registration is then terminated effective from the 2nd month following the first payment reminder (7.42 section 2), unless the Executive Board permits a deviation by request.
- 37.5 A registration may be revoked if a student has committed irregularities as within the meaning of article 7.12b, second section, WHW.
- 37.6 A registration may be revoked any time within a period of one year if the student has failed to comply with the conditions as set out in the House Rules and Order Regulations HZ. (7.57h WHW)
- 37.7 If the student, due to their own behaviour or expressions, has shown to be unsuitable for the performance of one or more professions that the relevant programme educates towards, or of being unsuitable for the practical preparation for the performance of professions of the relevant programme, the Executive Board may, after advice from the Examination Committee and careful consideration of the interests involved, terminate the registration. (7.42a).

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<sup>10</sup> With regard to students starting on 1 February, the following applies. The terms for binding study advices within the meaning of article 7.8b WHW and chapter 8 of the OERs are moved by 1 academic year. A 1 February starter therefore receives a study advice by the latest on 15 March of their second year of registration (which runs from 1 September to 1 September), by the latest on 31 July, if necessary, an intention to issue a negative binding study advice, and by the latest 31 August, if necessary, a negative binding study advice. All of which on balance results in 1 February starters effectively have 1 semester longer to complete their propaedeutic phase.

<sup>11</sup> Upon revoking and termination of the registration on the basis of this article, no repayment of the tuition fees is made, because, in accordance with art. 7.45 WHW, that would result in an ineffective expenditure of public funding.

37.8 The requirement for foreign students with a residence permit is that each year they must have acquired at least 50% of the study credits for the relevant academic year. In the event they achieve less than 50%, the Immigration and Naturalisation Service (IND) shall be notified, unless there were special circumstances that caused the student to be unable to meet the requirements. For each programme, such a report may be omitted once (Wet modern migratiebeleid, Modern Migration Policy Act; see also art. 5.5 and 5.6 of the Code of Conduct international student higher education). If the IND has informed the HZ that the residency permit has been withdrawn due to insufficient study credit being achieved, the HZ will immediately deregister the student. Registration for another programme at the HZ will not be possible.

#### Article 38. Termination by Operation of Law

38.1 A registration terminates by operation of law in the event of the death of the student.

### **Chapter 7. Final Provisions**

#### Article 39. Legal Protection

39.1 The decisions of the Executive Board within the framework of these regulations are subject to the Regulations Legal Protection Students and Externals.

#### Article 40. Penal Provisions

40.1 Anyone who uses the education and/or examination facilities of the HZ may be required to evidence that they are entitled to that use by virtue of a registration for a programme. (15.4)

40.2 Persons who are not registered but do use education and/or examination facilities of the HZ shall owe the HZ compensation for damages to be determined by the Executive Board. (15.2)

#### Article 41. Unforeseen cases

41.1 Any cases for which these regulations do not provide and for which an immediate decision is required, shall be decided by the Executive Board. Such decisions shall be communicated to stakeholders without delay.

#### Article 42. Final Provisions

42.1 These regulations enter into force on 11 July 2011, were amended effective from 1 September 2015, and were amended again effective from 1 September 2020 .

42.2 The regulation will be published on the website of the HZ.

42.3 These regulations are referenced as the "Reglement inschrijving studenten HZ" ("Regulations Student Registration HZ").