

Dear student,

Warm greetings from the Amsterdam University of Applied Sciences, School of Digital Media & Design, ICT.

This is our new online application service for enrollment. Our apologies for this somewhat late introduction of the new procedure, but we think it will be beneficial to both parties.

Part of the new application procedure is that we ask our exchange students to indicate which Thematic semester they would like to follow.

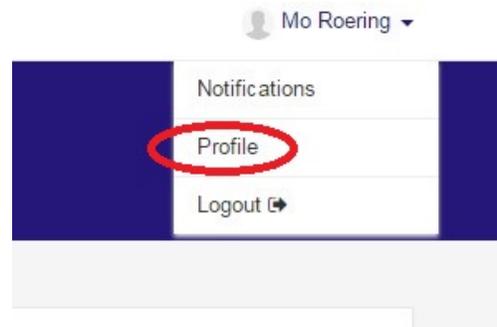
**Please note that you need to select ONE Thematic Semester (it is not possible to combine courses from the different Thematic Semesters).**

## Online Application Spring 2016

**Deadline 1 November 2015**

Go to <http://hbo-ict.studentscomeandgo.nl/>

- Create an account by clicking 'Register' on the homepage
- Fill in your details in the top right corner under 'Profile'
- Select the Thematic Semester of your choice



## Documents

Please have the following documents ready when you start your online application:

- ✓ copy of a valid passport or EU ID card
- ✓ copy of an official and recent transcript in English
- ✓ Erasmus forms (EU-students) or Learning agreements (non-EU)
- ✓ proof of health insurance while you are in the Netherlands, if you already arranged this. You can also upload this later, but be aware that you are responsible for your own insurance.

## Housing

On the profile page you can also indicate if you would like the international centre to reserve housing for you. If you choose to arrange housing on your own, please be aware that you will have to start searching soon. Finding affordable housing in Amsterdam can be challenging. Do not wait until the last moment! The international centre can provide you with tips & tricks where to look.

## ECTS

As a rule, a total of 30 ECTS credits is regarded as an appropriate study load for one semester.

## Courses

Now you can start to give your course preferences. First read the individual course and minor descriptions in our coursebook online: <http://www.amsterdamuas.com/ibs/exchange-at-ibs>

- Go to the tab 'Enroll'
- Choose: 'Incoming exchange'
- Now you see the available individual courses and minors (complete programme of 30 ECTS)
- You can simply add a minor or courses by clicking the + behind the minor or course name
- Done? Click 'Next' and 'Submit'  
Please note: after you have submitted your preferred minor or courses, it is no longer possible to change your choice!

Many thanks in advance for using our online application service! Should you have any questions or concerns, do not hesitate to contact us at [m.l.c.nijenhuis-stelder@hva.nl](mailto:m.l.c.nijenhuis-stelder@hva.nl).