



PROFILING FUND REGULATIONS 2017-2018

Adopted by the Executive Board in decision no. 2017-041633 dated 28 July 2017
Effective as of 1 September 2017.

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GENERAL SECTION

Article 7.51 of the Dutch Higher Education and Research Act (*Wet op het hoger onderwijs en wetenschappelijk onderzoek*, WHW) contains rules governing financial assistance for students whose studies are delayed by a circumstance referred to in said article. The Executive Board adopted the arrangement below for the allocation of the financial provision on the grounds of this statutory arrangement, with the consent of the student participation body, on 28 July 2017.

Article 1 Definitions

1. The following definitions are used in these regulations:
 - a. DUO: Dienst Uitvoering Onderwijs, which is responsible for student financing, among other things;
 - b. Nominal duration of study programme: the expected amount of time needed to complete a degree programme according to CROHO or according to the Implementation Decree of the Higher Education and Research Act (WHW);
 - c. CROHO: Central Register of Higher Education Programmes;
 - d. Assistance: payment from the Profiling Fund of the University of Amsterdam;
 - f. WHW: the Dutch Higher Education and Research Act (Act of 8 October 1992, Bulletin of Acts 1992, 593 and as subsequently amended);
 - g. WSF 2000: the Student Finance Act 2000 (Act of 29 June 2000, Bulletin of Acts and Decrees 2000, 286 and as subsequently amended);
 - h. FOS committee: the committee which assesses applications from students for financial assistance from the Profiling Fund, and advises the Executive Board on the matter.
2. Other terms which occur in these regulations will have their legal meaning, inasmuch as they are used in law.

Article 2 Terms and Conditions

1. Financial assistance will be issued to a student:
 - a. whose studies, as a result of circumstances described in these regulations, are delayed during an academic year in which the student is registered as a full-time or work-study student on a degree programme for which the student has not yet taken the final examination;
 - b. who, in connection with taking the degree programme as referred to in 'a', at least is or has been eligible for the performance-related grant for higher education as referred to in the WSF 2000 and, if applicable, a supplementary grant and
 - c. who is enrolled at the UvA as a student and has paid the statutory tuition fee to the UvA.
2. If the documents to substantiate the application are drawn up in a foreign language (other than English), the student must include a certified translation into Dutch or English.
3. A student who does not receive any assistance from the WSF, solely on the grounds of his or her nationality, may invoke these regulations, as long as he or she is studying within the nominal study duration of the relevant degree programme. He or she must comply with the requirements of these regulations, with the exception of the provision specified in the first paragraph under items b and c.

Article 3 Convergence

In the event that a convergence of circumstances exists in sections 1, 2 and 3 of these regulations, within the same period, which each separately provide cause for the allocation of financial assistance, a determination will be made as to which cause has resulted in the greatest study completion delay. Financial assistance will take place solely on these grounds.

Article 4 Maximum payment

1. The duration of the assistance on the grounds of section 1 for the entire period that the student is registered at the UvA cannot, taken together, exceed half of the nominal study duration per academic year, and in total cannot exceed half of the nominal study duration of the degree programme.
2. If an applicant holds an office as referred to in sections 3 or 4 for only part of an academic year, the allocation will be reduced proportionately.
3. For the student who, at his or her request, has been assigned to participate in the flexible learning experiment, the amount of the assistance for parts 1 and 2 will be calculated pro rata based on the number of credits for which the student has paid tuition fees.

Article 5 Transitional arrangement

For students who have started a degree programme before 1 September 2015 and who still fall under the provisions of the performance-related grant for higher education, the extended Profiling Fund Scheme 2013/2014 shall apply with regard to parts 1 and 2 of the Regulations.

Article 6 Hardship clause

In circumstances other than those mentioned in these regulations, the Executive Board may arrange facilities in order to prevent significant unfairness.

Article 7 Effective date, official title

These regulations will come into effect on 1 September 2017, and they may be cited as 'Profiling Fund Regulations 2017-2018'.

PART 1 Financial Assistance on the grounds of Force Majeure

Article 1 Terms and conditions for assistance

A request for financial assistance can be submitted by a student whose studies have been delayed as a result of one of the following exceptional circumstances:

- a. illness or pregnancy and childbirth;
- b. special family circumstances;
- c. a disability or chronic illness.

Article 2 Reporting and limiting of study completion delay

1. In the event of a delay to the completion of studies as a result of force majeure, the student must report to the academic study adviser of the relevant degree programme or to the Student Counsellor immediately, in any event within three months, in order to agree on measures to be taken to limit the study completion delay as much as possible.
Reporting to a student psychologist or other employee of the university will not result in eligibility.
2. If the student reports at a later date, he or she will not be eligible for assistance for study completion delay which occurred earlier than three months before the report of the exceptional circumstance took place.

Article 3 Determining the study completion delay

1. The level of financial assistance is based on the total duration of the actual study completion delay, as a result of the exceptional circumstances referred to in Article 1, based on the nominal duration of the degree programme.
2. Account is taken in this respect of the structure of the academic and examination programme for the degree programme(s) in question.
3. The duration of the study completion delay will be determined for each academic year. No later than 31 December following the end of the academic year, a calculation will be made of the number of months of study completion delay resulting from the exceptional circumstances, based on the number of nominal credits to be attained and the actual number of credits attained.
4. Applications received after the date referred to in the second paragraph will not be processed unless the applicant can demonstrate that an application could not be submitted as a result of force majeure.
5. The delay incurred as a result of exceptional circumstances cannot exceed the number of credits that could be achieved in the context of the nominal duration of the degree programme(s) in the academic year in question, in accordance with the academic and examination programme (set down in the Teaching and Examination Regulations).
6. If the applicant achieved 60 EC or more in the academic year, no study completion delay will be deemed to have occurred.
7. A study completion delay lasting less than one month or less than five credits will not result in allocation of financial assistance.

Article 4 Pregnancy

2. If the pregnancy extends across two academic years, the level of financial assistance will be based on the student's situation in the second of these academic years.
4. The duration of the financial assistance in the case of pregnancy will be no more than four months.

Article 5 Application for financial assistance

1. A request to determine the period of delay and the application for financial assistance must be submitted simultaneously after the end of the academic year in question, but before 31 December, using the appropriate form.
2. The following documents must be enclosed with this application as a minimum:
 - a. a statement from the academic study adviser or student counsellor on when the study completion delay was reported, and what agreements have been made with the student;
 - b. an overview of the study results achieved up to that point;
 - c. a statement from the Education Executive Agency (DUO) showing that the student is or was eligible for the performance-related grant for higher education as referred to in the WSF 2000 and, if applicable, a supplementary grant, in the academic year in which the exceptional circumstances have occurred;
 - d. a statement by a doctor, therapist or obstetrician specifying the period during which the circumstances occurred, or
 - e. if the application is based on exceptional family circumstances: written proof demonstrating exceptional family circumstances.
3. If the application is incomplete, the applicant will be given a three-week period to complete the application. If the application has not been completed within this period, the application will not be processed. The applicant will be notified to this effect. Until such a time as the period for submitting an application has passed, the applicant may submit a new application.

Article 6 Processing and decision

1. The Student Services director will reach a decision, on behalf of the Executive Board, within eight weeks of receipt of the request for financial assistance.
2. The student counsellor will issue advice to the advisory board regarding the length of the study completion delay. The level of assistance is related to the study completion delay actually incurred as a result of the exceptional circumstances.
3. The applicant will be notified in writing of the decision. The notice of the decision will also indicate that an appeal may be lodged with the Executive Board within six weeks.
4. The decision will state one of the following:
 - either that financial assistance has been allocated;
 - or that the application will not be processed because it was not submitted in time, or because an incomplete application was not completed within the period;
 - or that the application has been rejected.

PART 2 Assistance in specific situations

This part of the regulations applies to:

1. students taking an insufficiently feasible degree programme;
2. students taking a CROHO-registered degree programme that is not fully financed by the government;
3. students who, in addition to their studies, are participating in high-level competitive sports or who have been identified as having high-level cultural talent.

Article 1 An ‘insufficiently feasible’ degree programme

1. A student who has incurred a study completion delay as a result of the way in which the institution actually provides the degree programme (‘insufficiently feasible degree programme’) may submit a request for financial assistance.
2. A student who wishes to be eligible for assistance on these grounds must contact the dean, through an academic study adviser. The dean will issue the student with a statement, which in any event will state the number of months of the student’s study completion delay.
3. The student will submit a request for financial assistance to the Executive Board, to the attention of the director of Student Services, in accordance with the applicable guidelines.

Article 2 Master’s programme exceeding 60 EC

1. A student taking a CROHO registered Master’s programme for which the institution has determined that the study load exceeds 60 EC as referred to in Article 7.4a, the eighth paragraph, WHW, while no full or partial student loan can be obtained for it, may submit a request for financial assistance.
2. A student who wishes to be eligible for assistance on these grounds must contact the dean, through an academic study adviser. The dean will issue the student with a statement, which in any event will state the number of months during which the student will not receive any performance-related grant for higher education as referred to in the WSF 2000.
3. The student will submit a request for financial assistance to the Executive Board, to the attention of the director of Student Services, in accordance with the applicable guidelines.

High-level competitive athletes and students with high-level cultural talent

Article 3 Terms and conditions for determination of study completion delay

1. A student who has been designated as high-level competitive athletes by the Top Level Sports Coordinator of the UvA or who has been designated as having high-level talent by the FOS committee, and who has incurred a study completion delay as a result of activities that bear a direct relationship to the performance in question, may submit a request for financial assistance.
2. The regulations stated in Article 4 apply to designation as having high-level cultural talent.
3. A student as referred to in Paragraph 1 must report to a student counsellor or academic study adviser as soon as possible, but in any event within three months of the occurrence of the study completion delay. If the student reports at a later date, he or she will not be eligible for assistance for study completion delay which occurred earlier than three months before the report of the exceptional circumstance took place. Reporting to another employee of the university will not result in eligibility.
4. An applicant who has achieved 60 EC or more in an academic year will be deemed not to have incurred any study completion delay, and will therefore not be eligible for payment from the Profiling Fund.

Article 4 Designation as having ‘high-level cultural talent’

1. A student demonstrating exceptional performance in the area of culture may apply to the Executive Board, to the attention of the director of Student Services, for recognition of his or her special status.
2. After obtaining expert advice from a relevant expert designated by the director of Student Services, and with due consideration of the provisions specified in Article 5, the FOS committee will assess whether the student meets the conditions as referred to in Article 3.

Article 5 Conditions for a student seeking designation as having ‘high-level cultural talent’

1. A student meeting the following conditions may be designated as having ‘*high-level talent cultural talent*’:
 - a. the cultural performance is exercised within a professional or semi-professional organisation focusing on one of the arts/performing arts;
 - b. the student demonstrates that the cultural performance is a high-level achievement through regular performance on highly reputed national or international stages, in festivals or art centres.
2. Upon application for designation, the student must submit the following:
 - a. a list of activities for the coming 12 months, along with additional details on these activities;
 - b. an original letter from the organisation in question, signed by the artistic director or reputable expert on the artistic discipline in question that demonstrates sufficient evidence that the student meets the conditions of Paragraph 1.

Procedure

Article 6 Application for assistance

1. The student must apply for financial assistance before 31 December following the academic year to which the application pertains. The application must be submitted to the Executive Board, to the attention of the director of Student Services.
2. The student must submit the following applicable documents along with his or her reasoned application:
 - a. the written designation of the status as a high-level competitive athlete by the Top Level Sports Coordinator of the UvA or the written designation of the status as having high-level talent by the FOS committee;
 - b. a statement by the student counsellor stating the scope of the study completion delay;
 - c. a statement from DUO showing that the student is or was eligible for the performance-related grant for higher education as referred to in the WSF 2000 and, if applicable, a supplementary grant, in the academic year in which the exceptional circumstances have occurred;

Article 7 Allocation of assistance

1. The maximum monthly level of assistance is equal to the amount stated in the Allocation of Profiling Fund Sums appendix.
2. A student will be eligible for financial assistance if he or she is registered for the entire academic year. This condition can be deviated from in conditions to be decided by the Executive Board. The financial assistance will then be allocated on a proportionate basis.

Article 8 Payment of the financial assistance

1. An application for the payment of financial assistance must be submitted after the end of the period for which the student loan or supplementary grant was received, but before 31 December of the subsequent academic year.
2. The level of the allocation is limited to the amount specified in the appendix on the Allocation of Profiling Fund Amounts.

PART 3 Administrative Body Membership Grants for participation in decision-making

A condition for financial assistance on the grounds of this part of the regulations is that the recipient must:

- a. be a member of a representative advisory council at central or faculty level;
- b. be a member of a programme committee.

In these regulations, the performance of the aforementioned functions is deemed to cause a study completion delay. The general provision that the study completion delay must be demonstrated for financial assistance to be allocated is not applicable with regard to this part of the regulations.

Article 1 Entitled parties, conditions for the Administrative Body Membership Grant

1. A person entitled to Administrative Body Membership Grants is one with the capacities listed in the introductory section to this part of the regulation.
2. The following terms and conditions are also applicable:
 - a. The person must be or have been eligible for the performance-related grant for higher education as referred to in the WSF 2000.
 - b. The person must be registered as a full-time student for a degree programme at the UvA during the management year, and must also have been registered as a full-time student at the UvA or another university during the academic year prior to the administrative year;
 - c. The person must not yet have received 24 months of financial assistance from the Profiling Fund during the person's registration at the UvA.
 - d. If applicable, the person must have met the BSA standard prior to the year in which the administrative position is to be fulfilled.

Article 2 Size of the Administrative Body Membership Grant

1. The size of the Administrative Body Membership Grant is expressed in months. The amount to be paid per month is equal to the amount stated in the appendix on the Allocation of Profiling Fund Amounts.
2. Board members and other members of the Central Student Council (CSR) will be eligible for allowances only if they are recipients of the Administrative Body Membership Grant.
3. Members of representative advisory bodies will receive the number of months for a full session year stated in the appendix on the Allocation of Profiling Fund Amounts.
4. The Administrative Body Membership Grant based on this part of the regulations will be provided for up to 24 months.

Article 3 Application

1. An application for an Administrative Body Membership Grant must be submitted no later than 1 November following the end of each academic year, using the digital form that is available for this purpose. The same deadline applies even if the administrative year does not run concurrently with the academic year.

Administrative Body Membership Grants of six months or longer can be applied for at the start of the administrative year, at the request of the applicant.
2. The following must be included with the request, as a minimum:
 - a. proof that the requirements of the BSA have been met, if applicable;
 - b. proof of membership in a representative advisory body or election/appointment to the programme committee;
 - c. a statement from DUO showing that the student is or was eligible for the performance-related grant for higher education as referred to in the WSF 2000.
3. If the application is incomplete, the applicant will be given a three-week period to complete the application. If the application has not been completed within this period, the application will not be processed. The applicant will be notified to this effect.

Article 4 Payment of the Administrative Body Membership Grant

The Administrative Body Membership Grant will be paid in the form of a one-off payment after the end of the administrative year. At the request of the applicant, Administrative Body Membership Grants of six months or longer can be paid during the administrative year in instalments, the level of which will be decided on.

Article 5 Decision

1. The director of Student Services will reach a decision, on behalf of the Executive Board, within eight weeks of receipt of the request for financial assistance. This term may be extended by a maximum of four weeks.
2. The applicant will be notified in writing of the decision. The notice of the decision will also indicate that the applicant may lodge an appeal with the Executive Board within six weeks.

PART 4 Administrative Body Membership Grants for officers of student organisations and student parties

One condition for financial assistance on the grounds of this part of the regulations is membership on a board of a student organisation recognised by the UvA. Any person making use of this part of these regulations will be assumed to have incurred a study completion delay as a result of the performance of the administrative position. The general provision that the study completion delay must be demonstrated for financial assistance to be allocated is not applicable with regard to this part of the regulations.

Article 1 Entitled parties, conditions for the Administrative Body Membership Grant

An individual meeting the following conditions will be entitled to Administrative Body Membership Grants if:

- a. he or she is serving in an administrative function in a student organisation that is recognised by the Student Organisation Recognition Committee or by a student party that meets the conditions as stated in Article 4;
- b. he or she is at least eligible or has been eligible for the performance-related grant for higher education as referred to in the WSF 2000 in connection with following the degree programme and, if applicable, a supplementary grant;
- c. he or she is registered as a full-time student for a degree programme at the UvA during the management year, and was also registered as a full-time student at the UvA during the academic year prior to the administrative year;
- d. prior to the year during which the administrative office was performed, the person:
 - had met the BSA standard (for first-year students);
 - had achieved a study progress of an average of at least 40 credits per academic year for the degree programme at the UvA within which the function will first be performed (for upper years).

Article 2 Recognition and determination of the triennial budget for student organisations

1. Once every three years, a Student Organisation Recognition Committee determines which student organisations/parties will be eligible for financial assistance in the sense of these regulations. Recognition occurs based on the Collective Requirements Appendix.
2. As a minimum, the Student Organisation Recognition Committee consists of a lawyer, a student member designated by the Central Student Council, and a Student Counsellor.
3. Reasonable requests from organisations/parties for placement in the triennial list or for amending the number of allocated months for each board or activity must be submitted to the Executive Board no later than 1 May preceding the academic year to which the request pertains. Recognition and amendment are not possible retroactively.
4. Upon applying for recognition, the organisation must submit the following information:
 - a. the name and address of the organisation and the contact;
 - b. a description of the organisation's objective and activities, as shown by the articles of association passed before a notary;
 - c. a transcript from the Chamber of Commerce;
 - d. an activity plan, showing how the organisation attempts to meet its objective;
 - e. a note showing how the organisation is distinguished from other organisations that have been recognised;
 - f. a completed Collective Requirements Assessment Form.
5. In its application for recognition, a student organisation seeking eligibility for recognition must indicate the cluster in the Collective Requirements Appendix to which the organisation belongs.
6. If the organisation is an association, the request for recognition should include a current list of UvA members, including their student ID numbers.

7. For each organisation, the Student Organisation Recognition Committee determines the maximum number of months of financial assistance that can be allocated to the individual board members and the number of months for each Administrative Body Membership Grant, based on the appendix on the Allocation of Profiling Fund Amounts.
8. The monthly amount is €275.
9. Once every three years, the Student Organisation Recognition Committee assesses whether the organisations/parties in each cluster will be eligible for the financial assistance as referred to in Paragraph 4.
10. Before 1 March of the year following the assessment year, the Student Organisation Recognition Committee will finalise the triennial list specifying the months of financial assistance. This list will be applicable for the three academic years following the assessment year.
11. In principle, placement on the triennial list following assessment is for a period of three years, unless the organisation/party ceases to meet the criteria for recognition during that period.
12. Changes in the three-year recognition period that could have implications for the recognition of the organisation/party must be reported immediately to the Student Organisation Recognition Committee.

Article 3 General conditions that the organisation must meet

1. The organisation must meet the following conditions in order to be recognised:
 - a. the organisation must be fully legally competent.
 - b. the organisation must have at least three board members, as specified in its articles of association.
 - c. according to the articles of association of the organisation, it must focus on the university or faculty community of the University of Amsterdam, or on the Amsterdam student community in a broader sense.
 - d. the organisation must be accessible, in principle, to any student belonging to the university or faculty community of the UvA.
 - e. the organisation must be able to distinguish itself from other recognised Amsterdam student organisations.
2. Recognition is not possible if the objective under the articles of association or the actual work focuses on maintaining or promoting discrimination against people on the grounds of their religion, philosophy, political orientation, race, gender or any ground whatsoever, or if the activities of the organisation are of a primarily commercial nature.

Article 4 Supplementary conditions for an association

1. In addition to the general conditions that the organisation must meet, an association must meet the following supplementary conditions for recognition:
 - a. The association must have at least 100 members who are registered as students at the UvA.
 - b. Faculty study associations may deviate from the criterion stated under a. if they have at least 50 members and are able to demonstrate that 75% of the students registered for the relevant degree programme are members of the association;
 - c. The association must charge a membership fee of at least €5 per academic year.
 - d. 'Social' societies that are members of the Amsterdam Chamber of Associations and that have an introductory period are subject to the condition of signing and following the Code of Conduct for the Promotion and Introduction Period.
 - e. For associations which also have smaller groups (*disputen*), the association's board is responsible for conduct within the smaller groups, in the event of non-compliance with the provisions of the Code of Conduct for the Promotion and Introduction Period.

2. In the event of non-compliance with the provisions of the Code of Conduct for the Promotion and Introduction Period, the Administrative Body Membership Grant of the board members in question may be reclaimed.

Article 5 Conditions that a student party must meet

1. The student party must:
 - a. be fully legally competent;
 - b. focus on participation in the decision-making process at the University of Amsterdam, according to the articles of association of the organisation;
 - c. have participated in the council elections for two years and have been part of a student council for at least one year;
 - d. in principle, be open to any student belonging to the university community;
 - e. have at least 25 members who are registered as students at the University of Amsterdam;
 - f. charge a membership fee of at least €10 throughout the period of enrolment as a student at the University;
2. The following organisations are not eligible for the application of these regulations:
 - g. those whose objectives under the articles of association or whose actual work focuses on maintaining or promoting discrimination against people on the grounds of their religion, philosophy, political orientation, race, gender or any ground whatsoever.

Article 6 Application for the Administrative Body Membership Grant

1. The application for the Administrative Body Membership Grant must be submitted to Student Services by the individual members of the organisation's board no later than 1 November in the academic administrative year, using the digital form developed for this purpose. The same deadline applies even if the administrative year does not run concurrently with the academic year.
2. The following must be included with the request, as a minimum:
 - a. proof from the Chamber of Commerce that the applicant forms or has formed part of a board of a recognised legal entity on the grounds of Article 2;
 - b. a list of the board members for the current academic year;
 - c. if the organisation is an association, a current list of UvA members, including their student ID numbers.
3. If the application is incomplete, the applicant will be given a reasonable period to complete the application. If the application has not been completed within this period, the application will not be processed. The applicant will be notified to this effect. As long as the period for submitting an application has not elapsed, the student may submit a new application.

Article 7 Organisations with special status

1. The Executive Board has assigned special status to the following organisations, as they cannot be classified on the grounds of the Collective Requirements Appendix. These organisations need not apply for recognition. The organisations are of social significance to the UvA student community:
 - a. ASVA Student Union;
 - b. Intro Committee;
 - c. ISN Amsterdam.
2. Members of the ASVA Student Union board who meet the individual requirements can qualify for up to five Administrative Body Membership Grants in the amount of €695 per month for 12 months, up to a maximum of €8340 per administrative year. Agreements will be made with the members of the ASVA Student Union board concerning the activities of the ASVA in relation to the special status of their organisation.
3. The Intro Committee can qualify for up to six Administrative Body Membership Grants for 12 months and 24 Administrative Body Membership Grants for three months.

4. The members of the ISN Amsterdam board can qualify for up to five Administrative Body Membership Grants for 12 months and one Administrative Body Membership Grant for four months.
5. Applications for the individual Administrative Body Membership Grants are made in the manner specified in Article 6.

Article 8 Decision

1. The Student Services director will reach a decision, on behalf of the Executive Board, within eight weeks of receipt of the request for financial assistance. This term may be extended by a maximum of four weeks.
2. The applicant will be notified in writing of the decision. The notice of the decision will also indicate that the applicant may lodge an appeal with the Executive Board within six weeks.

Article 9 Maximum Administrative Body Membership Grant

The maximum Administrative Body Membership Grant on the grounds of Part 4 amounts to 24 months.

Article 10 Transitional arrangement

Based on a transitional arrangement, the boards of student organisations that were eligible for financial assistance on the grounds of the Profiling Fund Regulations 2016-2017 may retain their eligibility for financial assistance allocated for the 2017-2018 academic year under these regulations, as long as the organisation has remained unchanged relative to the preceding year.

I Allocation of Profiling Fund Sums

Part I Force Majeure

Monthly amount	Maximum number of months (for the full registration period at the UvA)	Maximum amount to be allocated
€75; supplemented by the amount of the supplementary grant, if applicable	Half of nominal duration of the degree programme	Original duration of the degree programme

Part II Specific situations

Amount per month for high-level competitive athletes €75	Maximum number of months (for the full registration period at the UvA) 12 months, with a maximum of six months per academic year	Maximum amount to be allocated €300
Amount per month for individuals with high-level cultural talent €75	Maximum number of months (for the full registration period at the UvA) 12 months, with a maximum of six months per academic year	Maximum amount to be allocated €3300
Amount per month for Master's programme > 60 credits, €75; supplemented by the amount of the supplementary grant, if applicable	Dependent on size of the degree programme (Executive Board decides) NB: formulate further, that the supplementary loan will be taken into account.	Dependent on size of degree programme
Amount per month for non-feasible degree programmes €75; supplemented by the amount of the supplementary grant, if applicable	Executive Board decides	Executive Board decides

Part III Participation in decision-making

Position	Number of months	Other supplements	Maximum amount per administrative year
DB member CSC	12 x €75 (€300)	Committee supplement 12 x €170 (€2040) DB member supplement 12 x €250 (€3000)	€3340
Member of CSC/council assistant	8 x €75 (€200)	Committee supplement 12 x €170 (€2040)	€1240
Delegate	12 x €75 (€300)	Committee supplement 12 x €170 (€2040) Delegate supplement 12 x 50 (€600) Expense allowance* 12 x €122 (€1464)	€7404
DB FSC	8 x €75 (€200)	Expense allowance* 12 x €122 (€1464) DB member supplement 12 x €50 (€600)	€1264
Member of FSC	6 x €75 (€650)	Expense allowance* 12 x €122 (€1464)	€1114
Chair (or vice-chair) of a programme committee	4 x €75		€100

Member of a programme committee	3 x €275		€825
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* based on the Profiling Fund, expense reimbursements are not regarded as financial reimbursements, but as faculty reimbursements (see the faculty regulations in Appendix VI). It is mentioned here as well, in the interest of clarifying the total range of financial assistance for which members of representative advisory councils may be eligible.

Part IV Recognised student organisations 2016-2017 (for purposes of the transitional arrangement)

1. Study associations	
<i>Number of members</i>	<i>Maximum number of months to be divided*</i>
50-99	After approval of Executive Board
Ars Notoria	8
Asafier	8
Cercle d' Amis	8
Convivio	8
Laverna	12
Los Guiris	12
Maecenas	8
Marketing Associatie Amsterdam	12
Mikpunt	12
Nieuwe Doelen	12
Nordom	8
Radost	8
Ragtime	12
Sechel	8
Sowieso	8
SVIR	12
VOS	8
100-250	15
AIM	
Bona Fide	
Cognito	
ELSA	
Etcetera (Etc.), previously Arthur	
Fabula Rasa	
Gaos	
M.P. Vrij	
SFEER	
251-500	32
Amsterdams Chemisch Dispuut (ACD)	

Amfibi	
Favervuta	
Helios	
Kanvas	
Kwakiutl	
Pegasus	
Porta Adriani	
Sarphati	
Sociologisch EpiCentrum (SEC)	
501-1000	45
Comenius	
Financiële Studievereniging Amsterdam (FSA)	
Kleio	
Machiavelli	
Natuurwetenschappelijke Studievereniging Amsterdam (NSA)	
Off Screen	
Spectrum	
Study Association for European Studies (SES)	
Vereniging Informatiewetenschappen Amsterdam (VIA)	
Association of Students of Actuarial Sciences, Econometrics and Operational Research (VSAE)	
1001-1500	58
Mercurius	
1501-2000	71
Congo	
Juridische Faculteit Amsterdam Studenten (JFAS)	
2001 and over	80
Medische Faculteit Amsterdam Studenten (MFAS)	
Study Association for Economics and Business Amsterdam (SEFA)	
Association of Psychology Students in Amsterdam (VSPA)	
2. Student associations*	
100-250	
Bonaparte	12
Cyclades	12
DERM	12

Liber	12
Mozaïek	12
NIP SPS	12
Orionis	12
Particolarte	12
SIB	12
Sta!	6
Studenten TV	12
A.S.V. Gay	15
Chip & Charge	15
Nonomes	15
SSRA	15
251-500	32
A.E.G.E.E.	
Skøll	
Unitas	
501-1000	45
Nereus	
1001-1500	58
A.S.C. /A.V.S.V	
Regardless of the number of members:	
L.A.N.X	24
3. Study foundations/organisations	
Ad Forum	4 grants for 3 months
AIESEC	3 grants for 12 months + 1 grant for 6 months
ALPHA	3 grants for 10 months
Amsterdam United	2 grants for 3 months
BSW	5 grants for 2 months
Student Choir	1 grant for 10 months
Student Orchestra	1 grant for 10 months
Duwoners	4 grants for 3 months
Enactus (previously SIFE)	2 grants for 3 months
Happy Chaos	2 grants for 3 months
IFMSA	5 grants for 5 months
Integrand	12 grants for 3 months
ISN	5 grants for 12 months + 1 grant for 4 months
NSO	3 grants for 10 months
Rolandinus Passeggeri	2 grants for 3 months

SFSA	2 grants for 3 months
S.O.S.S. Kriterion	14 grants for 3 months
Stukafest	4 grants for 3 months
Sweelinck Orchestra	2 grants for 10 months + 2 grants for 2 months
UNISCA	6 grants for 6 months
UvA Pride	2 grants for 3 months
VBU	3 grants for 3 months
BV Wenckehof	4 grants for 3 months
Stichting Wetwinkel Amsterdam	1 grant for 12 months + 2 grants for 6 months
Stichting Rechtswinkel	2 grants for 12 months + 1 grants for 9 months
Migrantenrechtswinkel**	3 grants for 3 months
Rechtswinkel Bijlmermeer**	5 grants for 3 months
Juridisch Spreekuur Gedetineerden**	4 grants for 3 months
4. Consultative bodies of university/faculty student organisations	
Stichting Toekenningen	3 grants for 2 months
Studentensport Amsterdam ***	2 grants for 10 months + 2 grants for 5 months
Small UvA sports associations	15 grants for 3 months
5. General student interest organisations	
ASVA/Student Union	91, up to 4 grants for 12 months for general board members and remaining months for ASVA volunteers (maximum of 3 months per person)
6. Editorial boards of university faculty journals	
Condition: at least 100 UvA student subscribers	2 grants for 3 months
7. Miscellaneous	
AKvV	2 grants for 3 months
Amsterdams Studenten Festival	3 grants for 6 months
Intro coordinators	6 grants for 12 months
Membership in Intro Committee	24 grants for 3 months
8. Boards of recognised student parties****	2 grants for 3 months

* The rights stated in categories 1 and 2 are reserved and can only actually be allocated if the association demonstrates that it complies with the applicable condition by submitting a recent list of members.

** Employees of the shops referred to above will be eligible for a maximum of 3 months per year if they spend more than 15 hours per week on activities.

*** The number of months to be divided by SSA between the associations registered with the sports board is 45 (excl. Chip & Charge, Nereus, Orionis and Skøll).

**** Recognised student parties are student parties that:

- a. are fully legally competent;
- b. focus on participation in the decision-making process at the University of Amsterdam, according to the articles of association of the organisation;
- c. have participated in the council elections for two years and have been part of a student council for at least one year;
- d. in principle, are open to any student belonging to the university community;
- e. have at least 25 members registered at the University of Amsterdam;
- f. charge a membership fee of at least €10 throughout the period of enrolment as a student at the University;
- g. The following organisations are not eligible for the application of these regulations:
- h. those whose objectives under the articles of association or whose actual work focuses on maintaining or promoting discrimination against people on the grounds of their religion, philosophy, political orientation, race, gender or any ground whatsoever.

The monthly amount is €75.

II Collective Requirements Appendix

Structure of student organisations

For the recognition of student organisations whose board members could be eligible for financial assistance and the distribution of the budgets, a choice has been made to divide student organisations into clusters.

Cluster A: Student associations promoting the academic student culture in Amsterdam.

Social associations

1. Social associations organise activities in the area of:
 - Academic development and the exchange of knowledge, debates, and conferences;
 - Culture (e.g. theatre and music);
 - Sports (e.g. sports days and tournaments);
 - Study support (e.g. study groups and mentors);
 - Activities promoting the student association culture in Amsterdam.
2. Social associations may run society buildings (i.e. accommodations/societies) under their own management that provide central meeting places for their members.

Sports associations

1. Sports associations are organisations that organise activities focusing on the exercise of one or more sports. They:
 - a. facilitate the active exercise of sports by students within the context of clubs (e.g. by providing sports equipment);
 - b. organise matches and/or training sessions in a club context;
 - c. have an active policy with regard to the training and activities of their members within the context of sports (e.g. as trainers, instructors and/or referees).
2. Sports associations are assessed in part according to the following supplementary criteria:
 - a. The organisation has its own club building (i.e. accommodation/clubhouse) under its own management that provides a central meeting place for its members.
 - b. The organisation has teams and/or individual members who have achieved a recognised high level of competitive sports (according to NOC*NSF criteria) .

Cultural associations

Cultural associations are organisations that organise activities focused on cultural expression. They produce and provide performances and music or dance recitals, organise exhibitions and presentations, produce theatrical and stage performances or facilitate other forms of cultural expression in a club context.

Cluster B: Organisations/Foundations

1. International organisations

- a. focus on the international orientation of UvA students and the realisation of a programme of activities intended for this purpose; and/or

- b. focus on international students of the UvA and the realisation of a programme of activities intended for this purpose, with the goal of helping these students feel at home in the Netherlands, and particularly in Amsterdam.

2. Multicultural organisations

- a. focus on involving UvA students of non-Dutch or bi-cultural background in the student life of Amsterdam and the realisation of a programme of activities intended for this purpose; and
- b. take the integration of students of non-Dutch or bi-cultural background into Dutch society as a starting point.

3. Labour market and entrepreneurship organisations

- a. organise activities that prepare UvA students for the labour market (e.g. by organising internship opportunities in the Netherlands or abroad or project and consulting work); and/or
- b. organise activities for UvA students supplementary to the UvA Career Day and the activities of UvA Career Services; and/or
- c. introduce students to facets of entrepreneurship (e.g. by having students work in companies or assisting students in establishing their own companies);
- d. offer internship opportunities.

4. Ideological organisations

ensure the ideological debate amongst UvA students by organising such activities as lectures, debates, discussion groups and conferences.

5. General student interest organisations

represent the interests of students in particular student environments.

6. Cultural organisations

- a. organise activities focusing on the realisation of cultural expression;
- b. produce and present performing arts, organise exhibitions and presentations or realise other forms of cultural expression in a club context.

Cluster C: Study associations/other organisations

1. Study associations

In order to be eligible for Administrative Body Membership Grants, study associations must contribute to an active study environment through the following and other activities, in addition to the conditions specified in Articles 3 and 4:

- a. organising symposiums, conferences and study trips;
- b. organising book sales to members;
- c. cooperating in teaching evaluations, providing input concerning education policy and/or organising academic student counselling;
- d. cooperating in the faculty introduction, labour-market orientation and other faculty activities.

2. Student parties

are those that have been recognised on the grounds of Article 5.

III Appendix: Calculation model for associations

Calculation of the maximum number of grant months for associations

Student Organisation Recognition Committee

This committee is charged with the triennial recognition process and the allocation of the points to each association, based on the completed Collective Requirements Assessment Form. The allocation of points, which are included in the determination of the amount of the Administrative Body Membership Grant for each association, is performed quantitatively based on the Collective Requirements Assessment Form.

The formula

The number of members in the association is important, in addition to the assessment of the Collective Requirements Assessment Form. The number of members constitutes the quantitative part of the maximum grant. In the form below, this is designated as the *constant receivable* (CR). The qualitative part – the number of points that can be allocated according to the questionnaire – constitutes the factor referred to as *additional receivable* (AR).

Profiling formula:

$Aantal\ leden^{0,56} = \text{grant months for each association (GMa)}$

Weighting factor (0.7) x GMa = Constant Receivable (CR)

Weighting factor (0.6)¹ x GMa = Additional Receivable (AR)

CR + AR = ultimate number of grant months

An association can receive a maximum of 130% and a minimum of 70%. The AR factor consists of 60% – up to 60 points to be earned (sum of 60%) with the Collective Requirements Assessment Form.

The amount of the grant will be rounded up to whole months.

Example:

Association Y has 100 members.

$$\underline{100^{0,56} \approx 13 = \text{GMa}}$$

$$\underline{0.7 \times 13 \approx 9 = \text{CR}}$$

If an association were to earn 15 points with the collective Requirements Assessment Form, the weighting factor for the AR would be: $\frac{15}{60} \times 0.6 = 0.15$.

$$\underline{0.15 \times 13 \approx 2 = \text{AR}}$$

¹ This weighting factor is dependent upon the number of points earned on the Collective Requirements Assessment Form. An association that has earned 60 points will receive a weighting factor of 0.6.



The ultimate number of grant months could thus be divided amongst the board members of Association Y:
 $9 + 2 = 11$

IV Appendix: Categorical classification of other organisations

Other student organisations without members are classified into the following categories, according to the Collective Requirements Form and based on the documents submitted by the organisation:

Small organisations	(up to and including 20 points)	maximum of 12 months
Medium-sized organisations	(25–40 points)	maximum of 36 months
Large organisations	(45 points or more)	maximum of 42 months

**V COLLECTIVE REQUIREMENTS ASSESSMENT FORM
APPLICATION FOR RECOGNITION FOR PURPOSES OF ADMINISTRATIVE BODY
MEMBERSHIP GRANTS**

**To the Executive Board of the University of Amsterdam, to the attention of the Student
Counsellors department,
Through the digital service desk**

Name of organisation

Represented by (name, position, student number)

Website address

Email address

Address

Telephone

Facebook, Twitter, etc.

Other

The organisational form is:

- Study association
- Student association
- Foundation
- Other (please specify):

The application concerns the cluster:

- A. Student associations promoting the academic student culture in Amsterdam in some manner
- B. Organisations/Foundations
- C. Study associations/other organisations

Please indicate the category into which your organisation has been classified on the grounds of the Collective Requirements Appendix.

Date: Location: Signature:

Questions:

The organisation is requested to provide extensive answers with justified argumentation to the following questions. Based on the answers to these questions, the Student Organisation Recognition Committee will allocate up to 30 points to the organisation, with which the organisation can earn a higher Administrative Body Membership Grant.

- To what extent does the organisation distinguish itself from existing student organisations? (10 points)
- To what extent does the organisation focus on the participation of all UvA students (e.g. students in the degree programme, international students or students with disabilities)? (8 points)

- Provide detailed information concerning the average number of substantive activities organised by the association (e.g. symposiums, forums, lectures, debates and conferences) throughout an academic year. (10 points)
- To what extent does the organisation work in the area of academic development and support for students and teaching in general throughout an academic year (e.g. book sales, study trips)? (8 points)
- To what extent does the organisation distinguish itself with regard to labour-market orientation for students throughout an academic year? (8 points)
- To what extent does the organisation distinguish itself with regard to personal development, student welfare, sports and culture? (10 points)
- Does your organisation run or manage its own building/clubhouse? If so, for how long? (6 points)

Required appendices:

1. Articles of association, transcript from the Chamber of Commerce, activity plan
2. Annual Report 2016/2017 containing number of UvA students to which the activities relate
3. If applicable: membership list, indicating which members are studying at the UvA (including student ID numbers)
4. Description of the average number of hours that the board devotes to administrative activities per week throughout the entire year (per board member, if required)

RECOMMENDATION OF THE RECOGNITION COMMITTEE

Approved: yes/no

Maximum size of Administrative Body Membership Grants for each organisation: months

Maximum number of grant months for each board member: months

Amount per month €.....

Beginning:

Explanation:

.....

.....

Date: Signature:

VI Facility regulations for members of student councils and members of the Central Student Council

§ 1 Members of faculty student council

Article 1

Without prejudice to the stipulations set forth in the Profiling Fund Regulations with regard to financial compensation for membership of the faculty student councils, a member of a student council of the dean in question will receive an expense allowance of €122 per month.

Article 2

The chair and each member of the management board of the faculty student council receive an Administrative Body Membership Grant of €275 per month for eight months from the Profiling Fund. Each elected members of the faculty student council will receive an Administrative Body Membership Grant to the amount of €275 per month for six months.

Article 3

1. The dean in question must ensure that the student council has such facilities as are reasonably necessary for the performance of student council duties.
2. The facilities referred to in Paragraph 1 should include, as a minimum:
 - a meeting room;
 - an office;
 - office supplies;
 - a telephone;
 - a fax facility;
 - email;
 - a pigeon hole for post;
 - a facility for sending post;
 - a copying facility;
 - a computer facility.

Article 4

In the event of a vacancy in the faculty student council, a council assistant may be appointed. A council assistant primarily has a supporting role, is not a member of the faculty student council and does not have voting rights. A council assistant receives equal financial assistance.

Article 5

The dean in question appoints a secretary for the purpose of supporting consultations between the student council and the dean. The dean must consult the student council before appointing a secretary. The dean determines the duties of the secretary, after consultation with the student council.

§ 2 Members of the Central Student Council

Article 6

A maximum of 14 Administrative Body Membership Grants are available for the Central Student Council. Elected management board members of the faculty student council will receive an Administrative Body Membership Grant in the amount of €275 per month for six months. Delegates of the faculty student councils will receive delegate supplements of €50 per month (12 months).

Each elected member of the Central Student Council will receive an Administrative Body Membership Grant in the amount of €275 per month for six months.

Article 7

1. Members of at least one internal committee will receive a supplement of €170 per month.
2. Members of the management board will receive a supplement of €250 per month. The management board is formed out of the elected members, with a maximum of five members.
3. The CSC must ensure that a detailed procedure is in place with regard to membership of the internal committees and the management board.

Article 8

In the event of a vacancy in the Central Student Council, a council assistant can be appointed. A council assistant primarily has a supporting role, is not a member of the Central Student Council and does not have voting rights. A council assistant will receive an Administrative Body Membership Grant in accordance with the provisions in Part 3.

Article 9

The Executive Board must ensure that the Central Student Council has access to such facilities as are reasonably necessary for the performance of the duties of the Central Student Council. These should include the facilities referred to in Article 3 Paragraph 2, as a minimum.

Article 10

The Executive Board appoints a secretary for the purpose of supporting consultations between the Central Student Council and the Executive Board. The Executive Board must consult the Central Student Council before appointing a secretary. After consultation with the Central Student Council, the Executive Board determines the duties of the secretary.

§ 3 Training

Article 9

1. An amount of €291 will be made available for training for each member of a student council and the Central Student Council per session year.
2. The amount referred to in Paragraph 1 will be made available only if a training plan has been drawn up, on the grounds of which the members of the student council and the Central Student Council will receive their instruction and training. The training plan is drawn up by a training board, which is to be jointly appointed by the student councils and the Central Student Council.
3. Participation in the training activities is assumed.

Disclaimer: This translation is provided for information purposes only. In the event of a difference of interpretation, the original Dutch version of this document is binding.