

HKU University of the Arts Utrecht

Course Catalogue 2024-2025

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# WELCOME

HKU University of the Arts Utrecht (HKU) is at the heart of the cultural and student life of Utrecht. With more than 4000 students, HKU is one of the largest art and culture-oriented institutes in Europe. We know how to do art education well. We will make you feel at home while challenging your world view on how things are 'supposed to be'. We like to cross borders, explore new territories and find ways to inject creativity in places others would have never thought of looking. Several themes are particularly relevant to our educational profile, our practicebased research and our contribution to society at large. Themes that set us apart and provide students, lecturers, researchers, alumni and partners with the compelling environment they need to further their creative career.

HKU offers preparatory courses, Associate Degree programmes, Bachelor's and Master's programmes and research degrees in fine art, design, music, theatre, media, games and interaction, and arts management (*please see the attachment for a complete overview*).

HKU is internationally oriented and involved in numerous international programmes and projects. HKU maintains contact with almost 200 educational institutions abroad for the purpose of exchanging students, lecturers and projects.

This ECTS course catalogue is intended for exchange students. It contains information about the available courses as well as information about the administrative process and practical matters, before, during and after the exchange period. For further information see: <u>https://www.hku.nl/en/study-at-hku/explore-and-apply/exchange</u>

# UTRECHT

Utrecht is one of the most popular student cities in the Netherlands. There is a lot going on in Utrecht. Besides the pubs and restaurants, Utrecht has various museums, a city theatre, several cinemas and smaller theatres. International students can join Erasmus Student Network and Buddy go Dutch, receive student discounts at several sports facilities and at Parnassos, the cultural centre of Utrecht University.

https://www.hku.nl/en/study-at-hku/studying-in-utrecht/culture-and-going-out or https:// www.hku.nl/en/study-at-hku/studying-in-utrecht/utrecht-university-town

- 4th largest city in the Netherlands
- approx. 375,000 inhabitants
- "youngest" city of the Netherlands: 45% of the population is below the age of 30
- centrally located in the Netherlands
- within 30 minutes of Amsterdam and Schiphol Airport
- within a few hours of major European cities like Paris, Berlin and London
- largest train junction station: 200,000 train travellers per day
- 732 medieval wharf cellars
- one of the highest bicycle densities in the Netherlands
- in the top 10 of fastest growing cities in Europe
- major creative industry
- > 65,000 students in the Utrecht region
- > 150 bars

# the art of HKL

<b>4400</b> students
9 schools
<b>32</b> Bachelor's programmes
<b>7</b> Master's programmes
<b>2</b> pre-Master programmes
summer schools
<b>8</b> minor programmes
<b>2</b> associate degrees
various workshops and studios
4 professorships
art gallery in the city centre
theatre in the city centre
concert hall in the city centre

# THE BOARD

Welcome to HKU University of the Arts Utrecht. With more than 4400 students, HKU University of the Arts Utrecht is one of the largest art and culture-oriented institutes in Europe. We offer preparatory courses, Associate Degree programmes, Bachelor's and Master's programmes and research degrees in fine art, design, music, theatre, media, games and interaction, and arts management. We are located in different buildings in Utrecht and all locations have excellent professional workshops and facilities.

The city of Utrecht has a thriving creative industry, with HKU University of the Arts Utrecht at its heart. If you're pursuing a career in art, tech, media, design or crossover industries, we invite you to join one of our courses. Many talented young artists from around the world have found their way to Utrecht. Will you join our community?

Heleen Jumelet and Edwin Jacobs



The Executive Board of HKU University of the Arts Utrecht consists of two members: Heleen Jumelet and Edwin Jacobs. Each board member has a specific number of focus areas in their portfolio and they are jointly responsible for the management and administration of HKU.

# STUDY AT HKU

# academic calendar

The first semester runs from the first week of September to the end of January (except at HKU Fine Art where the first exchange semester runs until the end of December). The second semester runs from the first week of February to the end of June. Your *school* will provide a year schedule online on the school pages on the StudentPortal, where you can find all the important dates during the semesters.

### **A STRUCTURE OF EDUCATION**

The propaedeutic phase of the Bachelor's programme amounts to 60 ECs and consists of all the components in the first academic year. The main phase amounts to 180 ECs and covers the second, third and fourth year of the programme. The main phase concludes with the final examination. Once all the study components have been completed successfully, the student is awarded the degree of Bachelor of Arts (BA) or Bachelor of Science (BSc).

The duration of the Master's programmes is 2 years and 120 ECs. Once all the study components have been completed successfully, the student is awarded the degree of Master of Arts (MA) or a Master of Music (MMus).

#### EINAL QUALIFICATIONS, COMPETENCES AND LEARNING

The final qualifications of each programme are defined in terms of competences. These refer to coherent sets of knowledge, skills, attitudes and other personal qualities that enable students to perform professional tasks adequately and successfully, as well as to find and apply solutions in specific professional situations.

Examples of competences often addressed in art programmes include (among others):

- Creative ability
- Capacity for critical reflection, or at the Master's level: research ability
- Capacity for growth and innovation

- Organisational ability
- Communicative ability
- External awareness
- Capacity for collaboration

Competence-based art education is characterised by an integral approach to knowledge, skills and attitudes. It is an educational form with a high degree of individual responsibility for the students, aimed at the students' future careers. The emphasis on the personal development of the students and their talents results in flexible education with a variety of study opportunities, such as the choices that students can make in their personal individual study track. Within the programmes, the professional field is always represented by teachers who are active as artists or designers in addition to their teaching practice, and by experts as visiting lecturers.

All art programmes at HKU University of the Arts Utrecht share a number of educational characteristics:

- both individual and team-based learning
- integrated approach to the development of skills, knowledge and personal profile
- the creation of artistic work which bears the potential for critical reflection and engagement with theory
- the use of a wide variety of methods of delivery and assessment that is both formative and summative in nature
- a well-developed system of pastoral support for personal coaching aimed at the individual development of the student
- the ambition to facilitate multidisciplinarity wherever possible
- a strong relationship with the professional field

We specify the development of the competences in terms of 'learning objectives': these specify what the student should know and is able to do at the end of each module (course unit). The learning objectives for each course can be found in the module descriptions.

Every programme has its own set of competences, which is evaluated and adjusted for the professional practice that the programme is geared to. The set of competences – or a short summary of it – is part of the Academic and Examination Regulations (AER) of the programme. The way the competences are distributed over the modules of the programme is represented in the competence matrix, one of the appendices of the AER.

The set of competences for each programme is attuned to international benchmarks like the Dublin Descriptors and – via the Dutch National Qualification Framework (NLQF) – to the European Qualification Framework (EQF).

Every six years, each programme is accredited by the NVAO (Accreditation Organisation of the Netherlands and Flanders). The accreditation recognises the programmes' alignment to the level (Bachelor's or Master's) and its orientation towards professional practice. Only accredited programmes are allowed to issue internationally recognised certificates (Bachelor's or Master's) and award the associated degrees.

#### ASSESSMENT METHODS

All the programmes are characterised by a balanced combination of taught elements and project-based work. In assessment of the art-based projects, it is not only the result that counts. The individual working process and the artistic development of the student, the decisions that have been made, and the explanation of and reflection on these decisions are of equal importance. The formative assessment process will take this into account through its emphasis on evidence of a reflective process as well as completed artefacts.

The intended learning outcomes - in addition to the individual ones formulated by the student themselves - are specified in the module descriptors, which set out the aims, objectives and learning outcomes, and assessment evidence. The outcome for each module is determined on a summative judgement of all the assessment criteria and the level at which they have been met. Assessment guidelines to specifying the procedures and criteria for assessment are set out in the Assessment Plan of the school or programme.

Applying module assessment criteria to the work submitted for individual units, involves the careful and considered professional judgement of academic staff. The Board of Examiners monitors the overall quality of assessment.

### ACADEMIC AND EXAMINATION REGULATIONS

The Academic and Examination Regulations (Dutch: onderwijs- en examenregeling; OER) describe the objectives, content and structure of the degree programmes offered, and the regulations and provisions for the organisation of these programmes and their associated assessments and examinations. <u>https://studentportal.hku.nl/en/student-affairs/regulations-and-representation/</u>

#### LANGUAGE REQUIREMENTS

The language requirements for the regular BA and MA courses\* are specified in the HKU Academic and Examination Regulations (Article 2.2). Applicants whose first language is neither Dutch nor English must demonstrate their competence in Dutch or English through a test. The minimum score required is:

- Dutch: NT2 programme 2 or CNaVT Educatief Startbekwaam of Educatief Professioneel (formerly Profile PAT of Profile PTHO).
- English: IELTS 6 (academic level), TOEFL paper: 550, TOEFL computer: 213, TOEFL internet: 80, TOEIC: 670, Cambridge Esol: CAE-C

\*not applicable for exchange students

https://studentportal.hku.nl/en/student-affairs/regulations-and-representation/

# $\mathsf{Q}$ quality assurance and accreditation

The Quality Assurance system is based on the Quality Plans of the schools, but is customised to a large extend to the ambitions and needs of the different courses. The main goal of the quality policy is to guarantee the quality of education and improve it where necessary and/or to help clarify changes. It concerns systematic, structured quality assurance.

Our vision of quality assurance is characterised by the process being closely linked to, and integrated in, the development agenda of the student, teacher, lesson, module, curriculum, school, and institution. We seek a direct, profound and visible involvement of students and staff in the daily practice of education. This involvement is expressed in a culture that is characterised by openness with room

for dialogue. The openness is reflected in programmes with a climate that is not about control, but aimed at integrally embracing the question of how we want to work together on a daily basis.

Formal QA procedures include the National Student Survey (NSE) and the Arts Monitor for alumni. These are external sources, although the results are relative due to the small cohorts and the limited number of students that respond. Student consultation also takes place through the formal framework of class representatives, the course committees involved (OC) and the Central Council of Representatives (CMR). The class representation fulfils a signalling role towards course leaders, course committees and management.

The Ministry of Education, Culture and Science is responsible for legislation pertaining to education. Only accredited programmes receive government funding, and students outside these programmes are not eligible for study grants. The Accreditation Organisation of the Netherlands and Flanders (NVAO) decides whether or not a degree programme will be accredited. Each programme has to meet a standard set of criteria, which is evaluated every six years. Programmes write a Self-evaluation Report, in which they indicate to what extent the programme meets the established criteria of the NVAO-framework. An independent Review Committee visits the programme and verifies the judgements laid down in the Self-evaluation Report. The judgement on the overall quality of the programme and the self-evaluation is laid down in a report by the Review Committee, which forms the basis for the NVAO's decision. https://www.hku.nl/en/about-hku/policy-and-quality/quality-assurance-and-accreditation

#### -E CENTRAL COUNCIL OF REPRESENTATIVES (CMR)

The central council of representatives (CMR) is a way for students and employees to join policy discussions and decisions at HKU University of the Arts Utrecht. The CMR represents students and staff from all over HKU University of the Arts Utrecht. At CMR meetings, members discuss HKU-wide topics, ranging from housing and the budget to the evaluation of HKU courses. If you want to raise a particular topic, just inform a CMR member (preferably two weeks before a CMR meeting). The meeting dates are listed in the online calendar. https://studentportal.hku.nl/en/about-hku/representation/

# **E**REGULATIONS

HKU University of the Arts Utrecht has set out your rights and obligations as a student in various regulations.

https://studentportal.hku.nl/en/student-affairs/regulations-and-representation/

### <sup>▲</sup> HKU CREDIT AND GRADING SYSTEM

#### EUROPEAN CREDIT TRANSFER AND ACCUMULATION SYSTEM (ECTS)

The workload at HKU University of the Arts Utrecht is measured in ECTS credits. European Credit Transfer and Accumulation System (ECTS) is a standard for comparing the study accomplishment and performance of students across the European Union and other collaboration countries. One credit represents 28 hours of work and 60 credits represent one year of full-time study. 60 ECTS are equivalent to 1500-1800 hours of study in all countries.

#### **GRADING METHODS**

Different schools at HKU University of the Arts Utrecht use different grading methods.

https://www.hku.nl/en/study-at-hku/explore-and-apply/exchange

	НКО			
Alphanumeric	Alphanumeric	Alphanumeric	Numeric 1	Numeric 2
1	2	3	Marks	Marks to 1
Pass/Fail	Differentiated		rounded up to	decimal
			whole number	place
P: Pass	VG: Very	S: Satisfactory	10	
	Good		<b>O</b> utstanding	See
			9 Excellent	Numeric 1
	G: Good		<b>8 G</b> ood	1,0, 1,1, 1,2
	P: Pass		7 Satisfactory	until 10,0
			6 Sufficient	
F: Fail	F: Fail	U:	1-5 Fail	
		Unsatisfactory		

#### GRADING SCALE(S) USED PER HKU SCHOOL:

HKU Arts and Economics: Alphanumeric 1, Numeric 2
HKU Fine Art: Alphanumeric 1, 2 and 3
HKU Design: Alphanumeric 2 and 3, Numeric 2
HKU Creative Transformation: Alphanumeric 2 and 3
HKU Games: Alphanumeric 2 and 3
HKU Media: Alphanumeric 1, 2 and 3, Numeric 1 and 2
HKU Music and Technology: Alphanumeric 1 en 2 en Numeric 1 and 2
HKU Theatre: Alphanumeric 1 and 2
HKU Utrechts Conservatorium: Alphanumeric 1 and 2, Numeric 1 and 2
HKU seminars use all four grading scales according to the content of the module.

#### THE GRADING SCALE IN THE NETHERLANDS

In the Netherlands, the traditional grading scale is from 1 through to 10, where 1 is the lowest and 10 the highest grade. Grades 1 through to 4 are very rarely given, and the same is true for grades 9 and 10. The most common grades in both secondary and higher education are 6, 7 and 8.

#### THE GRADING SCALE AT HKU

Many programs at HKU use an alphanumeric grading system due to the complexity and subjectivity of artistic processes and expressions. Art and creativity are difficult to quantify with numbers, as they often involve not only knowledge and skills but also the process and personal growth of the student. An alphanumeric grading system allows for more flexibility in appreciating the various aspects of the work and the student's development.

#### **CREDIT SYSTEM**

The European Credit Transfer and Accumulation System (ECTS) is a standard for comparing the study accomplishment and performance of students across the European Union and other collaborating countries.

A student's workload is measured in ECTS credits. One credit represents 28 hours of work and 60 credits represent one year of full-time study. 60 ECTS credits are equivalent to 1500-1800 hours of study in all countries.

#### ASSESSMENT

All programmes are characterised by a balanced combination of taught elements and project-based work.

In assessment of the art-based projects it is not only the result that counts. The individual working process

and the artistic development of the student, the decisions that have been made, the explanation and reflection

on these decisions are of equal importance. The formative assessment process will take this into account

through its emphasis on evidence of a reflective process as well as completed artefacts.

The intended learning outcomes - in addition to the individual one's formulated by the student themselves - are specified in the module descriptors. These detail aims, objectives and learning outcomes and assessment evidence. The outcome for each module is determined on a summative judgement of all the assessment criteria and the level at which they have been met. Assessment guidelines to specifying the procedures and criteria for of assessment are detailed in the Assessment Plan of the school or programme.

The application of module assessment criteria to work submitted for individual units, involves the careful and considered professional judgement of academic staff. The Boards of Examiners monitors the overall quality of assessment.

# **REGISTRATION RESULTS**

**OSIRIS** is the student and study information system that HKU University of the Arts Utrecht uses to record students' registration and study progress. All assessments, reviews and credits are registered and archived in this system. As a student, you can view and print out your study progress and results through OSIRIS Student.

# VENUES AND LOCATIONS

HKU University of the Arts Utrecht is located in eight buildings: <u>https://www.hku.nl/en/contact-and-locations</u>

# **P** INA BOUDIER-BAKKERLAAN 50 (IBB-LAAN)

houses HKU Design, HKU Games and Interaction and HKU Music and Technology. Besides a multimedia library, loan office, service desk and printing facilities, the location has various professional workshops: 3D/delicate techniques, graphic, woodwork, plaster/ceramics, makerspace, metal/plastics, music studios, blackbox, Texspace.

# ♥ JANSKERKHOF 4A AND 17/18

houses HKU Theatre. The courses Acting, Interactive Performance Design, Theatre Design, Theatre and Education and Writing for Performance are taught at this location. The library collection at Janskerkhof contains everything related to Theatre, including art education. From the loan office, you can borrow various equipment for performances, lessons, presentations and visual work.

# **WARIAPLAATS**

houses HKU Utrechts Conservatorium in two buildings: the main building at Mariaplaats 28 and the Building for Arts & Science at Mariaplaats 27. The Mariaplaats Library is located in the main building and the loan office in the Building for Arts & Science. All courses offered by HKU Utrechts Conservatorium are taught in these buildings, with one exception: the Netherlands Carillon School.



# *<b>VIEUWEKADE 1*

houses the Bachelor of Art and Economics, the Master of Education in Arts and the Master of Crossover Creativity. At this location, you can visit the Student Affairs Service Desk and the student counsellors.

# **SIJPESTIJN**

located at the 5th floor of Jaarbeursplein 22 is the home of HKU Creative Transformation and its Bachelor Design for Change and Innovation and the Masters Crossover Creativity and the Education in Arts.

# OUDENOORD 700

is the home of HKU Art and Economics and HKU Media. HKU Media offers six BA courses: Animation, Audiovisual Media, Graphic Design, Illustration, Image and Media Technology and Photography and an Associate Degree programme Design Digital Media. The location houses a library, Ioan office, service desk and various workshops: Letterpress, Book design & Typography, Digital printing workshop, Darkroom, Photo studio, Woodwork, Paper silkscreen, Blackbox, edit suites and a scanning room.

# **PASTOE FACTORY**

at Rotsoord 3, houses HKU Fine Art, Art and Design in Education, the Master of Scenography, the Master of Fine Art and the fourth year of the Bachelor of Theatre Design. The location houses the workshops woodwork and plaster/ceramics.

# **PNETHERLANDS CARILLON SCHOOL**

is located in the center of Amersfoort (25 km outside of Utrecht), housed in a seventeenth-century building. The Netherlands Carillon School is part of the Utrechts Conservatorium. Here we offer a complete conservatorium education for carilloneurs. The full curriculum consists of a 4-year course for the Bachelor of Music, which can be followed by a further 2-year course for the Master of Music.

# FACILITIES

### 🔰 LIBRARIES

HKU University of the Arts Utrecht has four libraries and information services, each with their own specific collections. The IBB-laan Library houses the collections for Fine Art, Design, Games & Interaction and Music & Technology. The collections for Media and Art and Economics are housed at the Oudenoord Library, the Theater collection at the Janskerkhof Library and the Music collection at the Mariaplaats Library. Students can use all the facilities on presentation of a valid student ID card.

https://studentportal.hku.nl/en/facilities/media-libraries/

# LENDING DESKS

If HKU students need equipment for working on their projects, they can go to the lending desk. The lending desks are housed at four different locations (Janskerkhof, IBB, Oudenoord and Mariaplaats). They supply general equipment and equipment specific to the location's field of study. <u>https://studentportal.hku.nl/en/facilities/lending/</u>

# TWORKSHOPS

HKU has professional workshops where you can work independently. In most cases, this happens under the guidance of a workshop assistant. In some workshop you can get started right away; for others your first need an instruction. As HKU student, you can make use of almost every workshop. A few of them, however, are only available for students from specific courses. Are you going for the first time and haven't had the instructions yet? Ask the assistant of that workshop before you begin.

https://studentportal.hku.nl/en/facilities/workshops/

# **EXCHANGE PROGRAMMES**

HKU University of the Arts Utrecht consists of schools that offer a range of courses in the Bachelor's or equivalent 1st cycle (EQF level 6) or the Master's or equivalent 2<sup>nd</sup> cycle. As an exchange student, you can take part in the courses offered in the Bachelor's programmes. At Master's level, we welcome students to the Master of Music programme.

In general, exchange possibilities are available in the 2nd and/or 3rd year of the study programme.

hku.nl/exchange

### 🕷 HKU ART AND ECONOMICS

The exchange programs of HKU Art and Economics consists of the minor Artistic Collaborations. In this minor, you discover what drives you to enter a certain collaborative partnership. How to structure and shape such a collaboration? And what should you do to ensure that every partner benefits from it? How can you, as a group, bring about social change, and how to organise effective shared-decisionmaking? How to deal and solve any clashes between personalities or ideas.

### 🖲 HKU DESIGN

has three courses, Fashion Design, Product Design and Spatial Design.

#### **FASHION DESIGN:**

The exchange programma of Fashion Design consists of the minor 'What is Fashion?'. In this minor you look for what fashion can be to an audience by designing and making prototypes and you learn in your work to make the connection between your fascinations, what you think and feel and the spirit of the times.

#### **PRODUCT DESIGN**

In the Product design exchange/minor programme 'Not Only Design' you learn searching and recurring design. You discover the widest possible range of

techniques and you have as much contact as possible with those involved during the creation and design process.

#### SPATIAL DESIGN

In the design minor 'Spatialisation Design' you work on your own design question in the spatial domain. In your project you develop an idea or vision about a spatial issue and you create a physical work.

### 🖲 HKU FINE ART

The exchange programme of HKU Fine Art is practical and substantive, focusing on the development of your own visually expressive criteria. This is the starting point for your artistic vision and your work. During the exchange, you will take part in the obligatory theoretical lessons in art and culture. Apart from these obligatory subjects, you compose an individual study path by choosing specific teachers who are all active professionals in the field of contemporary art.

# HKU GAMES AND INTERACTION

Students and lecturers work at the crossroads of technology, media and creativity. They strive for human effectiveness rather than technical efficiency. In their daily practice, they demonstrate the potential of creativity for solving problems that cannot be solved logically at first glance.

In the exchange semester, you will participate in two projects. The projects are team efforts, in which the members take different roles and responsibilities, similar to the process in the professional field.

### 🖲 HKU MEDIA

offers 6 Bachelor's courses: Animation, Audiovisual Media, Graphic Design, Illustration, Image & Media Technology and Photography. The courses focus on your (creative) development and individuality and train you how to become a professional at telling and presenting your unique story.

#### **ANIMATION:**

You choose one of the two pathways offered (2D or 3D), on which you will explore different ways of communicating individual ideas.

#### AUDIOVISUAL MEDIA:

You will take part in collaborative work while attending classes and receiving instruction to help you enrich your design capacities and skills. The focus is on personal craftsmanship.

#### **GRAPHIC DESIGN:**

You will work on a project combined with supporting theory, research and skills modules. You will be trained to become a versatile, critical and engaged expert in the field of visual communication.

#### IMAGE & MEDIA TECHNOLOGY:

During the exchange, you take part in collaborative work while attending classes and receiving instruction to help you enrich your skills and design capacities. The collaborative work is a project in which connection with external co-creators is sought.

#### **ILLUSTRATION:**

You focus on developing your own style and visual idiom and on honing your illustration/design skills. During the exchange, you take part in professional illustration classes, work with graphic novel techniques and research your favourite illustrator.

#### **PHOTOGRAPHY:**

The exchange programme trains you to become a professional with your own personal story in the photography world. During the exchange, you will work on an individual project that is supported by different types or classes.

# 🐔 HKU MUSIC AND TECHNOLOGY

courses concern Music Design, Sound and Sonic Design and System Design.

Music Design focuses on the composition and music production. Sound and Sonic Design focuses on the design of the sound itself and its application. System Design focuses on the design and application of technology in music design and sonic design. During the exchange, you will make a selection of course modules depending on your interests and the skills you would like to develop. It is possible to choose course units from year 2 and year 3.

### 🖲 HKU THEATRE

offers 5 Bachelor's courses: Acting, Theatre & Education, Interactive Performance Design, Theatre Design and Writing for Performance.

Exchange students enter a challenging learning environment, in which they can investigate their position in the context of a dynamic interaction between the theatre arts, cultural landscape and society. The exchange programme consists of two international interdisciplinary projects, an individual student activity and a final assessment.

# HKU UTRECHTS CONSERVATORIUM

offers exchange possibilities within all of its courses. Acceptance is always contingent upon available space within the course and with a specific teacher. Besides the main subject, the study programme will be compiled on an individual basis.

DISCLAIMER

Please note that HKU University of the Arts Utrecht will implement the study programme described in this catalogue, subject to alterations. Any changes made in the course of the academic year will be announced on the website as soon as possible.

# PRACTICAL INFORMATION - BEFORE

### 

If you wish to apply for an exchange period at HKU University of the Arts Utrecht, you have to follow an online procedure. You must be nominated by the exchange coordinator of your home institution via e-mail before you can start the online application tool.

When your application is complete, it will be forwarded for selection to the relevant HKU department. About six weeks after the application deadline, you and your exchange coordinator will be notified by e-mail of whether or not you have been accepted. The confirmation e-mail also contains practical information regarding your exchange period in Utrecht.

https://www.hku.nl/en/study-at-hku/explore-and-apply/exchange

### important deadlines

The deadline for the first semester (September - December/January): 15 April The deadline for the second semester (February - June): 1 October

The HKU Utrechts Conservatorium has one deadline for both semesters: 1 May

### learning agreement

#### (only for Erasmus+ students)

The purpose of the Learning Agreement is to make sure that you receive recognition for the activities completed abroad. It sets out the group of educational components that will be replaced in your degree programme upon successful completion of the study programme abroad. The Learning Agreement has to be signed before arrival by all three parties: the student, the sending institution and the receiving institution.

# VISA

If applicable, depending on your nationality, you need to arrange a visa.

HKU Academic and Student Affairs will assist you and provide relevant information.

https://www.hku.nl/en/study-at-hku/explore-and-apply/application-and-admission/visa-andresidence-permit

#### HOW TO TRAVEL TO UTRECHT

After arrival at Schiphol Amsterdam Airport, you can take a train to Utrecht Central Station. The train station is part of Schiphol Plaza. Just follow the signs for 'trains'.

### **ACCOMMODATION**

The campus system does not exist in the Netherlands. Students find rooms all over the city in student accommodation or as tenants. You can find accommodation yourself or you can apply for the limited number of reserved rooms at SSH, a student housing agency in Utrecht with which HKU University of the Arts Utrecht has made arrangements for exchange students.

https://www.hku.nl/en/study-at-hku/studying-in-utrecht/housing

### COSTS OF LIVING AND STUDYING

An exchange student will need a minimum of € 900 per month to cover the costs of living and studying, including study material. Please note that the amount for study costs depends on the course you are attending during your exchange period at HKU University of the Arts Utrecht.

https://www.hku.nl/en/study-at-hku/explore-and-apply/exchange

# **B**INSURANCE

Before you come to the Netherlands, it is important to make sure that you have made arrangements to be properly insured for medical costs. Exchange students are obligated by Dutch law to carry insurance with sufficient coverage for medical costs in the Netherlands. Third-party liability insurance is also highly recommended.

https://www.hku.nl/en/study-at-hku/studying-in-utrecht/health

# PRACTICAL INFORMATION - DURING

### ARRIVAL

Upon arrival, HKU Academic and Student Affairs organises a mandatory welcome meeting for all exchange students. This meeting will help you orientate and make a good start to your exchange. Besides this meeting, your HKU *school* has its own introduction, at which you will meet your tutor, who will give you detailed information about the study programme and schedule. You will also meet your *buddy*: a HKU student who will guide you through your studies during the exchange period.

### TRAVEL WITHIN UTRECHT

From Utrecht Central Station, you can take either a tram, bus or a taxi. To pay for public transport in the Netherlands, you need an OV Chipkaart. https://www.hku.nl/en/study-at-hku/studying-in-utrecht/transportation

### 👁 BIKES

In the Netherlands, cycling is part of daily life. The Dutch use their bicycles as means of transportation rather than just for recreational sport. Bikes are used for shopping, for example, or for going to the gym, to university or to see friends. Bikes are without doubt the most practical transportation method for getting around Utrecht's busy city centre. We recommend that you buy a second-hand bike that does not look too new or expensive, as bike theft is rather common. Buying a very good lock (or two) is a must.

https://www.hku.nl/en/study-at-hku/studying-in-utrecht/transportation

# 🕅 GUIDANCE

At times during your studies, you might need some guidance. HKU University of the Arts Utrecht offers several possibilities. You can contact your tutor for problems and questions relating to your course and your studies. With the student counsellor, you can discuss personal issues and report problems that may arise during your studies.

HKU University of the Arts Utrecht has protocols and possibilities for individual study arrangements for students with a functional disability and strives to offer students a safe environment.

https://studentportal.hku.nl/en/student-wellbeing/who-can-help-you/

### 

Upon completion of your enrolment, you will be issued a student identity card. This student card remains valid throughout your studies. It entitles you to access HKU buildings. You are obliged to be able to identify yourself with your student card at all times. The card also gives your access to printers and copiers, and entitles you to discounts at various theatres, museums and sports facilities.

https://studentportal.hku.nl/en/student-affairs/enrolling-and-unenrolling/student-id-card/

#### CANGUAGE

Almost all HKU Bachelor's courses are taught in Dutch. Exchange students may attend and will be supervised in English as much as possible.

As an exchange student, you should realise that you will be in a Dutch speaking environment. Although most Dutch speak excellent English, being able to speak and/or understand some of our language will greatly improve the quality of your time here. HKU University of the Arts Utrecht offers a Dutch language course starting in the first week each semester. It is a basic-level course of 10 lessons and is designed especially for HKU students.

https://www.hku.nl/en/study-at-hku/studying-in-utrecht/learning-dutch

# Social life in utrecht

There is always a lot going on in Utrecht. Besides a multitude of pubs and restaurants, Utrecht has various museums, a city theatre (Stadschouwburg), and several cinemas and smaller theatres.

International students can join ESN (Erasmus Student Network) and Buddy go Dutch, receive student discounts at several sports facilities and at Parnassos, the cultural centre of Utrecht University.

Read more:

https://www.hku.nl/en/study-at-hku/studying-in-utrecht/culture-and-going-out https://esn-utrecht.nl/ https://buddygodutch.nl

# **O** MEDICAL CARE

Information about general practitioners, dentists, hospitals or other specialists can be found online on our StudentPortal:

https://www.hku.nl/en/study-at-hku/studying-in-utrecht/health

### **DUTCH BANK ACCOUNT**

It is recommended to open a Dutch bank account while studying in the Netherlands. Most large banks (such as ING, Rabobank, ABN AMRO) will accept foreign students.

https://www.hku.nl/en/study-at-hku/studying-in-utrecht/shops-and-banks

# THE HELL AND WIFI NETWORK

Every student at HKU University of the Arts Utrecht gets a personal e-mail account, which also acts as a login for most HKU services. With this account, you can access the extended wireless network at all locations of HKU University of the Arts Utrecht. You can also use your HKU account to access the Eduroam network, which is used in several universities of applied sciences in the Netherlands and worldwide.

https://studentportal.hku.nl/en/facilities/it-facilities/e-mail/

# **PRACTICAL INFORMATION - AFTER**

# CHECKLIST OF PRACTICAL MATTERS

When your exchange period is coming to an end, there are certain matters you should consider, like de-registration of your Dutch address, your room, insurance policies and bank account, etc. Follow the link to find a checklist of all the practical matters at the end of your exchange period. https://www.hku.nl/en/study-at-hku/explore-and-apply/exchange/end-of-exchange-period

# TRANSCRIPT OF RECORDS

After finishing your exchange period, you and your home institution will receive a transcript of records by e-mail (within 5 weeks after finishing your exchange period) . This contains an overview of the programme you followed and the achieved ECTS credits and grades.

#### Service Desk Student Affairs

The Service Desk Student Affairs can support you with the more practical aspects of your studies such as applications, finances, visas and more.

Office hours are weekdays from 10 a.m. to 5 p.m. <u>Phone: +31 (0)30-2091540</u> <u>E-mail: sz@hku.nl</u>

Visiting address: Nieuwekade 1, Utrecht https://studentportal.hku.nl/homeen/student-affairs/contact/contact.htm

# ATTACHMENT

#### **OVERVIEW HKU SCHOOLS AND PROGRAMMES**

HKU ART AND ECONOMICS: Art and Economics (BA)

#### **HKU CREATIVE TRANSFORMATION:**

Design for Change and Innovation (BA) Crossover Creativity (MA) Education in Arts (MA)

#### **HKU DESIGN:**

Connected Spaces (AD) Fashion Design (BA) Product Design (BA) Spatial Design (BA) Interior Architecture (Pre-Master) Interior Architecture (MA)

#### **HKU FINE ART:**

Fine Art (BA and MA)\* Fine Art and Design in Education fulltime & parttime (BA)

#### **HKU GAMES:**

Game Art (BA) Game Design (BA) Game Development (BA)

#### **HKU MEDIA:**

Design Digital Media (AD) Animation 2D & 3D (BA) Audiovisual Media (BA) Graphic Design (BA) Illustration (BA) Image and Media Technology (BA) Photography (BA)

#### HKU MUSIC AND TECHNOLOGY:

Audio Design (BA) Composition and Music Production (BA) Composition Electronic Music (BA) Composition for the Media (BA) Music Design for Games and Interaction (BA) Sound Design (BA) Music Design (MA)\*

#### **HKU THEATRE:**

Acting (BA) Theatre in Education (BA) Theatre Design (BA) Writing for Performance (BA) Scenography (MA)\*

#### UTRECHTS CONSERVATORIUM:

Carillon (BA)\* Classical Music (BA)\* Historical Performance Practice (BA)\* Jazz & Pop (BA)\* Musician 3.0 (BA)\* Music in Education (BA) Performance (MA)\* Utrecht Conservatory (Pre-Master)\*

#### **PREPARATORY COURSES:**

HKU Brede Basisopleiding Fine Art Media Music and Technology Utrechts Conservatorium\*

#### MINOR PROGRAMMES\*\*:

Artistic Collaborations\* Design for Social Change Interactive Narrative Design International Arts and Cultural Management Music and Technology in Practice Not Only Design Spatialisation Design What is Fashion? \*\* A minor programme is an in-depth or broadening elective module of 30 ECTS.

\* English taught programmes. All other programmes are (mainly) taught in Dutch. (Exchange students may attend and will be supervised in English.)