

## Information sheet for incoming exchange students 2015-2016

### Contact information

We would like to extend a warm welcome to the Faculty of Aerospace Engineering and we hope that this agreement may be the start/the continuation of a long lasting relationship between our faculties/universities. Within the Faculty of Aerospace Engineering (AE) at TU Delft, we will be responsible for advising, informing, selecting and accepting foreign exchange students wishing to join the exchange program at our faculty. The following document gives a brief overview of the regulations regarding incoming exchange students. For any questions and for applications, you can contact us on:

Exchange Office AE  
E: [Exchange-AE@TUDelft.nl](mailto:Exchange-AE@TUDelft.nl)  
T: +31 (0)15 27 81355

Postal address:  
P.O. Box 5058  
2600 GB Delft  
the Netherlands

Visiting address:  
Kluyverweg 1  
2629 HS Delft  
the Netherlands

### Application procedure

#### How to apply

All information concerning admissions and applications for exchange programmes can be found at the TU Delft website, including our [admission requirements](#) and the [application requirements](#). After nomination by the home university, application documents can be sent digitally to [exchange-ae@tudelft.nl](mailto:exchange-ae@tudelft.nl) before the below mentioned deadlines.

#### Application deadlines

Autumn semester	1 April 2015
Spring semester	1 October 2015

**Applications received after the deadlines and incomplete applications will not be considered.**

### Academic information

#### Academic calendar 2015-2016

Autumn Semester 31 August 2015 – 30 January 2016  
Spring Semester 8 February 2016 – 2 July 2016  
Exam retakes in August

## Overview of courses, course availability and learning agreement

In the course catalogue ([www.studyguide.tudelft.nl](http://www.studyguide.tudelft.nl)) you will find all courses given at TU Delft at the moment. Please note that this is a general overview of courses, attached to this factsheet you can find a specific list of courses selected for Aerospace Engineering students. Aerospace courses that are not listed here, are generally not open to exchange students. Students can base their study plan on the current version of this list, bearing in mind that changes may occur next year. The course catalogue will be updated during the summer of 2015. You will find a manual to the study guide via this link: [studyguide manual](#) .

Unfortunately, we cannot guarantee your place on any individual course as each course placement is subject to availability, the fulfilment of certain preconditions, and timetabling factors. As an exchange student we advise you to be flexible and, before your arrival at TU Delft, have alternative courses ready and approved by your home institution academic advisors. All students are given a two-week period at the start of each semester to make any appropriate modifications to study plans, pending that these changes are approved and validated by all parties. Any further queries regarding courses can be emailed to the faculty exchange office.

## Academic culture

TU Delft is a highly valued and rated institution recognized worldwide for the quality of its academic environment. Our exchange students enrich our academic culture and offer an invaluable contribution to learning. We aim to make your transition to academic life at TU Delft as smooth as possible. [Preparing for the Academic culture](#)

## Orientation Programme in August 2015 & February 2016

An Orientation Programme is held by TU Delft in August 2015 and February 2016 for all incoming international students, including our exchange students who are invited to participate on a voluntary basis. During this programme, organised by our Central International Office, you get to meet with faculty and fellow students, and take part in activities designed to familiarise you with the education system as well as life in Delft and the Netherlands.

More information about this programme and the payment deadline can be found on our website [Services for Exchange Students](#) (Costs of August programme EUR 250,-- and February programme EUR 75,--). To participate in the Orientation Programme please indicate this on your exchange acceptance document, which will be sent to you after you have been admitted. A limited number of places are available for exchange students and are allocated on a first-come, first-served basis.

## Orientation by the faculty of Aerospace Engineering

The faculty of Aerospace engineering organises an additional orientation session in September and in February to welcome the new exchange students. During this day the students will be introduced to the staff of the international office and guided around the faculty by Dutch students. More information will follow after registration.

## Language of instruction and language requirements

The language of instruction for both the Bachelor's and Master's programmes from the faculty of Aerospace Engineering is English. Students coming to our faculty are therefore required to have a good command of the English language prior to their arrival that is equivalent to:

- a TOEFL\*\* (Test of English as a Foreign Language) score of at least 90. Please note that we only accept the TOEFL *internet-based* test;
- an original Academic IELTS\*\* test with a score of at least 6.5 on average;
- a passed University of Cambridge 'Certificate of Proficiency in English' or the University of Cambridge 'Certificate in Advanced English'.

Proficiency of English has to be demonstrated together with your application form for the exchange programme.

\*\*The language test results should not be older than two years before the start of the academic year.

## Credit system

TU Delft uses the European Credit Transfer System (ECTS) shared by all universities in the European Union. One academic year provides you with a total of 60 ECTS credits. One ECTS credit is equivalent to a study load of 28 hours (including lectures, laboratory courses, practical work, assignments, projects, private work – in the library or at home – as well as examinations or other assessment activities); **All Bachelor's programmes at TU Delft consist of 180 ECTS and all Master's programmes, 120 ECTS.**

Exchange students should be able to obtain a minimum of 24 credits per semester at TU Delft. At least 70% of the ECTS credits of the courses should be obtained at the faculty in which they are enrolled. It is not possible for exchange students at Aerospace Engineering to obtain credits at the Faculty of Architecture and the Built Environment.

Please note that the Bachelor Aerospace Engineering and Applied Earth sciences are taught in English, but Nanobiology is only partially in English and all other Bachelors are taught in Dutch. All Master programmes are in English.

## Dutch grading scale and average grading results of TU Delft BSc and MSc students

The Dutch grading scale, implemented from primary school through university level, goes from 1 (very poor) to 10 (excellent). At TU Delft final marks are rounded off. A 6.0 is a pass. Although the scale runs from 1.0 to 10.0, the marks 9.0 and 9.5 are not frequently awarded and 10s are extremely rare. The definition of the marks is as follows:

Mark	Definition
9.5 – 10.0	Excellent
8.5 – 9.0	Very good
7.5 – 8.0	Good
6.5 – 7.0	More than satisfactory
6.0	Satisfactory
4.5 – 5.5	Nearly satisfactory
3.5 – 4.0	Unsatisfactory
1.0 – 3.0	Very poor

Sometimes a 'V' is awarded instead of a mark to indicate that the requirements for a particular subject have been fulfilled. 'VR' instead of a mark indicates that a student has been exempted from an examination or practical exercise on the grounds of a previous examination, degree audit or practical exercise completed within the higher education system that corresponds with the subject for which exemption is sought, as regards content and study load, or on the grounds of knowledge and/or skills acquired outside the higher education system.

The average grading results of TU Delft BSc and MSc students are available at: [TU Delft average grading results](#)

## Transcript of records upon leaving

Exchange students are advised to request an official transcript of records at the end of their study period from the exchange office. You will be provided with a Grade Transfer Form.

## Fees, registration, job allowance, insurance, visas and accommodation

### Payment of fees and other finances

Exchange students pay tuition fees to their home university and are therefore exempt from paying tuition fee at TU Delft. Exchange students are responsible for paying all their personal expenses such as accommodation, living and travel expenses, textbooks, clothing and medical expenses, passport and visa costs and non-compulsory incidental expenses.

### Administrative status of exchange students

Exchange students are enrolled as full-time non-degree students. They can be registered at TU Delft for an uninterrupted period of no more than 12 months (6 months in the case of the Faculty of Architecture). Please note that it is obligatory to remain registered as a regular student at your home university!

Any exchange student wishing to continue their studies after the exchange period of 12 months must register as a regular student if their objective is to obtain a degree at TU Delft. The student will then be required to pay tuition fees. The faculty of Aerospace Engineering doesn't accept so-called free movers.

## Health and liability insurance

TU Delft requires all students who have to apply for a Dutch residence permit through TU Delft to take out Dutch health and liability insurance. Students who do not have to apply for a Dutch residence permit should arrange health and liability insurance themselves. More information on [Insurance](#)

## Visa/residence permit requirements

At TU Delft we offer assistance to non-EU students in arranging visas and residence permits. Any student studying in the Netherlands is required to meet specific visa or residence permit requirements. Non-EU students coming to TU Delft must provide documentary evidence of having sufficient financial means to support themselves for the period of stay. Students will receive more information about this after they have been admitted. More information on [Visa](#)

## Accommodation

TU Delft does not own student accommodation, but mediates between international students and the DUWO housing corporation. DUWO accommodation for exchange students consists of a single room in a flat, with a kitchen and bathroom facilities being shared with the other occupants. The accommodation is fully furnished. A washing machine is usually available. Furnished private apartments are also available (with their own kitchen and bathroom facilities). Almost all rooms have an internet connection. All accommodation is situated within three kilometres of the university.

DUWO provides a contract for a fixed rental period of one or two semesters. This means that you are bound for the full term of the contract and that you must decide in advance whether you want to have a contract for the first, second or both semesters. Rents range from 450 to 600 euros per month for accommodation varying from private units to those with shared facilities. The rent includes gas, water, electricity, internet connection and municipal taxes. Students will receive more information about how to apply for DUWO housing after they have been admitted.

## Useful websites

- TU Delft website homepage [home.tudelft.nl/en/](http://home.tudelft.nl/en/)
- General information for incoming exchange students about how to apply to TU Delft as an exchange student, accommodation, visas and residence permits, insurance, etc. [www.tudelft.nl/exchange](http://www.tudelft.nl/exchange)
- Academic calendar [academic calendar](http://academic.calendar)
- Information about the courses at TU Delft [www.studyguide.tudelft.nl](http://www.studyguide.tudelft.nl)
- Link to study guide manual: [studyguide manual](http://studyguide.manual)
- Information about Bachelor's-level minors taught in English [thematical minors](http://thematical.minors)
- International Student Guide TU Delft [www.internationalguide.tudelft.nl](http://www.internationalguide.tudelft.nl)
- Map of the campus of TU Delft [campus map TU Delft](http://campus.map.TU.Delft)
- Welcome at TU Delft [Welcome at TU Delft](http://Welcome.at.TU.Delft)
- Student housing in Delft [Student Housing in Delft](http://Student.Housing.in.Delft)
- Student housing for international students [International student housing](http://International.student.housing)
- Life in Delft [Life in Delft](http://Life.in.Delft)
- Social activities and excursions for international students after arrival [activities international students](http://activities.international.students)
- Sports and Culture [Sports and Culture](http://Sports.and.Culture)
- Living costs [student budget](http://student.budget)

