

# MY CHECKLIST

## (BEFORE AND AT THE TIME OF SELECTION)

### BEFORE SELECTION

(As early as possible – November 2022)

- Read this website <https://www.rsm.nl/international-office/outgoing-exchange/bachelor-exchange/>, mentioning all the requirements, very carefully.
- Consult the Canvas course “[RSM Bachelor Exchange](#)” (study reports, factsheets, etc.) and websites of partner schools. You can enrol using this link: <https://canvas.eur.nl/enroll/XDJH8Y>
- If applicable, start preparing or apply for language courses, intakes/assessments.
- Check deadlines and register for the TOEFL ([www.toefl.org](http://www.toefl.org)) or IELTS ([www.ielts.org](http://www.ielts.org)), the academic version, in time. Make the TOEFL test before September and the IELTS no later than the 22nd of October to have the original certificate in time. But register well in time as spots at the test centres fill up quickly! Note that the certificate needs to be sent to your home address, NOT to the university. You'll need to upload a scan of the original in the application before the deadline in November.
- The online application form (Part I) and Interview Stream (Part II) will be accessible as of 01 October 2022. Part I can be started from: [www.rsm.nl/exchange/application](http://www.rsm.nl/exchange/application). Start filling out the form already and save it every time you've entered something. Upload all necessary documents; incomplete application forms will not be processed!  
As soon as you submit, no changes can be made! You will receive a pop-up message to confirm that you submitted the form successfully, the option to save a pdf of your application (highly recommended) and the link to Interview Stream (Part II). Save this link as well unless you immediately want to complete Part II as well.  
Part II: If you saved the link to this part of your application, you can start whenever you want to, as long as you complete it before the deadline of 10 November 2022. Do note, that this part will have to be completed in one go.
- Attend the information sessions on Bachelor Exchange in September and in October (for 2<sup>nd</sup> year bachelor students only), the latter will be offered at the Study & Internship Abroad Fair.
- Visit the Study & Internship Abroad Fair on 04 October 2022. It will be held in the Theil building, C-Hall from 14:00 to 18:00 hrs. More information on the sessions (time and how to register) can be found in the announcements on Canvas.  
The fair is for students who are in their 1<sup>st</sup> and 2<sup>nd</sup> year of their bachelor programme, the session during the fair is for 2<sup>nd</sup> year bachelor students only. Attend both sessions as they are different from one another!
- Join our online Q&A sessions, ask your questions or listen to what others have to ask with regards to the Bachelor Exchange Programme.  
Date: 11 October 2022  
Time: 15:00 – 16:00 hrs.  
Zoom link: <https://eur-nl.zoom.us/j/95364885727?pwd=L3ZyME9UWTYrYlhSNFNLOG9wLzVpQT09>  
OR  
Date: 26 October 2022  
Time: 13:00 – 14:00 hrs.  
Zoom link: <https://eur-nl.zoom.us/j/95441266647?pwd=aU5aQkVFZmtUMHZFaW1LMU1RYlgvUT09>

- Attend the workshop “Tips to prepare for your BSc Exchange Application” offered by Career Services  
\* REGISTRATION IS NEEDED \*  
Register via [www.rsm.nl/career](http://www.rsm.nl/career)  
Sessions are not being recorded

Date: 03 October 2022  
Time: 10:30 – 12:00 hrs.  
Room: T03-16 (max. 72p.)

Date: 11 October 2022  
Time: 15:00 – 16:30 hrs.  
Room: T03-16 (max. 72p.)

Date: 26 October 2022  
Time: 13:00 – 14:30 hrs.  
Room: T03-17 (max. 72p.)

**APPLICATION DEADLINE IS FRIDAY, 10 NOVEMBER 2022 AT 23:59!**

**AT THE TIME OF SELECTION  
(January – February 2023)**

- If you do not meet the selection criteria, you can no longer participate in the selection process. Those concerned will receive an email between 10 and 13 January 2023.
- Students not selected for an exchange abroad will be notified between 24 and 27 January 2023.
- Make sure you check the selection results on the day they are announced; 31 January 2023. In the email sent to you, you will find a link to your online application.
- Accept or decline the offer within 5 days after the offer has been sent to you.
- Check your email regularly and wait for instructions on how to proceed with your exchange preparations.

**ALL EMAILS WILL BE SEND TO YOUR EUR EMAIL ADDRESS!**

**DATES**

As early as possible, during summer of 2022:

Register for TOEFL or IELTS test (academic version)

07 September, 2022:

1<sup>st</sup> Information Session for all 2<sup>nd</sup> year students, online. Invitation will follow on SIN/Canvas. Focus is on the selection criteria and how to prepare the application

01 October, 2022:

Update on information for 2023-2024 & online application open

Shortly after 04 October, 2022

New slides will be posted (2<sup>nd</sup> information session) on Canvas, focussing on the

application itself, the selection procedure and what to expect up and until the selection outcome.

### October till 10 November, 2022

Several Q&A Sessions and workshops; dates, time, links and how to register; announced on SIN and Canvas

### 04 October, 2022:

Study and Internship Abroad Fair. Attend the 2<sup>nd</sup> session. Ask us your final questions, attend sessions provided by other departments about scholarships etc. and if possible; meet and talk to former exchange students and students from our partner universities and make use of the opportunity to win a scholarship

### 10 November, 2022:

Application deadline at 23.59 h.

### Between 10 and 13 January, 2023:

Emails sent to students who do not meet the selection criteria

### Between 24 and 27 January, 2023:

Emails sent to students not selected for an exchange

### 31 January, 2023:

Selection results announced in online application

Within 5 days after offer has been sent to you: accept or decline offer

### March, 2023:

Pre departure session and a festive drink to celebrate the selection outcome

Dates, times and locations might be subject to change.

Updates will always be posted via SIN-Online or confirmed via email.