# **General Terms and Conditions 21+ Admission Test**

Dutch law<sup>1</sup> offers new students who are 21 and older and who lack admissive prior education an opportunity to start a degree programme at HU University of Applied Sciences Utrecht. To that end, the new student needs to pass an admission test set up by HU University of Applied Sciences Utrecht. The general terms and conditions associated with participation in this 21+ admission test are briefly outlined below.

## **Application**

It is possible to take part in the 21+ admission test when you completed your application for this test<sup>2</sup>. A correct application consists of two steps:

- <u>Studielink</u><sup>3</sup>: apply for your preferred degree programme and add 'Colloquium Doctum / Toelatingsonderzoek 21+' as prior education in Studielink<sup>4</sup>
- Osiris Application: after your application in Studielink you'll receive an email with further instructions on how to apply with Osiris Application. We'll use the mailadres you used to apply in Studielink, please make sure this mailadres is correct. You can register for a test opportunity for the 21+ Admission Test and pay the application fees of €125,-. When you complete your payment, you automatically agree with these general terms and conditions.

#### Age & Identification

You can only take part in the 21+ admission test when you are 21 or older as at the start date of your degree programme. For example: when the start date of your preferred degree programme is 01 September 2021, you have to be 21 or older before 01 September 2021.<sup>5</sup>

Before the admission test starts, you will be asked to present original proof of ID<sup>6</sup> in order to check you qualify for participation in the 21+ admission test. If the date of birth on your proof of ID does not correspond with the date of birth you have given previously, you are not permitted to take part in the 21+ admission test. If you are unable to present valid proof of ID before the start of the admission test, you cannot take part in the 21+ admission test, so make sure your proof of ID is valid.

Proof of ID is taken to mean:

- A passport
- An ID card
- A driving licence
- A residence document

<sup>&</sup>lt;sup>1</sup> Section 7.29 of the Higher Education and Research Act [Wet op het hoger onderwijs en wetenschappelijk onderzoek]

 $<sup>^{\</sup>rm 2}$  More application-related information can be found  $\underline{\text{here}}.$ 

<sup>&</sup>lt;sup>3</sup> Without a correct application in Studielink, we cannot process the result of the 21+ admission test and we cannot enrol you for your preferred degree programme at HU University of Applied Sciences Utrecht.

<sup>&</sup>lt;sup>4</sup> If you can't add 'Colloquium Doctum' to your application you may also pick something else. Please contact us afterwards to apply for the 21+ admission test.

<sup>&</sup>lt;sup>5</sup> The age limit can be deviated from in highly exceptional cases only.

<sup>&</sup>lt;sup>6</sup> A copy of valid proof of ID is, therefore, not valid.

#### **Substantive information**

The admission test is prepared especially for HU University of Applied Sciences Utrecht in collaboration with NOA. It consists of an extensive capacity test of about 75 minutes. Various components are used to check if you have the required skills and abilities to be able to complete a degree programme at higher professional education level. You do *not* have to study for this component. The website contains a link to a number of exercises.

For degree programmes that are subject to specific admission requirements, your knowledge of a specific subject will also be tested during the admission test. These so-called deficiency tests check your knowledge on senior general secondary education final examination level. The website contains more information about the preparations for this part of the admission test. This component takes about 50 minutes.

The admission test is taken digitally, at a predetermined time. The test is taken in the official working language of your preferred Bachelor's degree programme at HU University of Applied Sciences Utrecht.

#### Special test facilities

It is possible to ask for an extension of the exam time. When you apply via the web shop of HU University of Applied Sciences Utrecht, you can indicate your wish to qualify for an exam time extension of 20%. The student counselling service of HU University of Applied Sciences Utrecht will then - on the basis of a doctor's certificate - decide if the request to extend the exam time can be honoured.

When you want to use other special test facilities<sup>7</sup> too, you need to submit a doctor's certificate for approval. You can upload all relevant documents in Osiris Application.

Note: you can only make use of the special test facilities if you have submitted a doctor's certificate 14 days before the test.

## Result

Within six working days after completing the 21+ admission test, you receive a digital report with the test results from NOA. This report shows your performances, as well as the minimum requirements for admission to a degree programme of HU University of Applied Sciences Utrecht. On that basis, it also explains if you passed or failed the admission test.

HU University of Applied Sciences Utrecht only receives the final assessment of your admission test, not the full report. Based on this result, HU University of Applied Sciences Utrecht will change the 'admission test' status of your prior education to pass or fail.

By completing your payment for the 21+ admission test, you agree to NOA disclosing the result of your admission test to HU University of Applied Sciences Utrecht.

<sup>&</sup>lt;sup>7</sup> Other special test facilities include an extra-large font or assistance from a sign language interpreter.

#### Validity

The 21+ admission test of HU University of Applied Sciences Utrecht is valid only at HU University of Applied Sciences Utrecht.

A positive result for the 21+ admission test does not automatically mean you are admitted to all degree programmes of HU University of Applied Sciences Utrecht. When you passed your admission test for a degree programme at HU University of Applied Sciences Utrecht without a specific subject requirement and you wish to follow a degree programme with a subject requirement, you will still need to gain a pass for the deficiency test. To that end, you will have to apply for the admission test at HU University of Applied Sciences Utrecht during another test window.

The result of the 21+ admission test is valid for up to two years and one month after you took the test. So if you would take the test on January 10<sup>th</sup> 2021, it will be valid until January 9<sup>th</sup> 2023. You can also use this test result to apply for a study programme which starts in February that same year. Subsequently, new standards are used and the result of this 21+ admission test will no longer be valid for enrolment for a degree programme at HU University of Applied Sciences Utrecht.

## Apply again

If you don't pass the 21+ Admission Test, you can't be admitted to a degree programme at HU University of Applied Sciences Utrecht. You can retake the 21+ Admission Test, there is no max amount of times you can participate. However you have to apply for a new test date through Osiris Application and need to make a new payment of €125,-. You need to pass the 21+ admission test before the start of your study.

Note: it is possible your score for the capacity component of the admission test falls below the given standard. It is possible to take a resit but if you completed this component attentively the first time, the chances of scoring above the given standard after a resit are very small.

## **Exemptions**

A certificate for senior general secondary education or pre-university education qualifies as an exemption for a deficiency test. You can upload all relevant documents in Osiris Application.

If you passed a 21+ admission test elsewhere, it will not count as an exemption for the 21+ admission test at HU University of Applied Sciences Utrecht. Also, a previously passed capacity test of NOA for another organisation or for another purpose does not count as an exemption for the NOA assessment of the 21+ admission test of HU University of Applied Sciences Utrecht

## Refund policy

You are entitled to a refund of your payment for the 21+ admission test if you cancel the 21+ admission test in time. A timely cancellation is a cancellation up to 72 hours before the selected test window. If you want a refund, promptly send an e-mail with a refund request to <a href="mailto:toelatingsonderzoek@hu.nl">toelatingsonderzoek@hu.nl</a>. Don't forget to quote your student number and to attach your invoice.

# Agreement upon payment

When you finalise your payment for the 21+ admission test of HU University of Applied Sciences Utrecht, you agree with these general terms and conditions. More information about the 21+ admission test of HU can be found here.

# Supplement terms and conditions proctoring

#### Personal data

Personal data will be shared with NOA-VU for the purpose of taking the admission test. This personal data will not be stored longer than necessary. The data will not be used for other purposes than the admission test, meaning the data will not be used for profit or advertisement. The personal data can be used anonymously for research by NOA-VU such as research into the cultural fairness of the test.

## **Proctoring**

An overseer from ProctorExam will supervise the test, both live and afterwards. Before the start of the admission test you need to show proof of ID and answer a couple of questions. You might be asked to show a 360° view of the room with a camera. Recordings will be made during the exam, both audio, video, and screen recording. These recordings will not be stored longer than absolutely necessary with a maximum duration of 6 months.

#### **Location and tools**

It will <u>not</u> be possible to take the admission test at a location of the HU University of Applied Sciences Utrecht. The only way to take the test is digitally from your home using proctoring. The HU does not facilitate a location or other tools/materials for taking the test.

The candidate will personally arrange a quiet room, good internet connection and a camera for recording. Your computer or laptop needs to have a working microphone and webcam. It is <u>not</u> allowed to wear headphones, a headset or other aids during the test. No other persons are allowed in the room during the test. It is the responsibility of the candidate to follow these rules.

NOA-VU will send an e-mail to candidates a week before the test with the request to do a system check. The candidate will perform this system check as requested.

The candidate is responsible for a stable internet connection in addition to only using a pen or pencil and scrap paper as a tool during the 21+ Admission Test. You <u>aren't</u> allowed to use a calculator during the 21+ Admission Test.

Only in case of a deficiency test in Economy are you allowed to use the calculator on your computer or laptop.

# Irregularities during the test

In case the overseer determines that irregularities have occurred during the test, the results of the test will be declared invalid. The HU may decide to take further actions.

### **Negligence**

In the event that the candidate does not perform the 21+ Admission Test or the system check, it is not possible for the candidate to partake in the 21+ Admission Test. The HU is not responsible for a missed attempt by the candidate and will not reimburse any incurred costs.