

## **ANNEX 4: UT REGULATIONS FOR SELECTION AND PLACEMENT PROGRAMMES WITH AN ENROLMENT QUOTA**

*These regulations have been adopted by the Executive Board, with positive advice of the student section of the University Council on d.d. 7 July 2025.*

These regulations lay down institution-wide principles for establishing a numerus fixus (from now on Enrolment Quota) and its implementation. The UT values a fair, transparent and careful selection procedure and aims to implement the selection process as such.

Pursuant to Article 7.53(3) WHW, the University of Twente determines the design and implementation of selection for a programme with an Enrolment Quota (numerus fixus).

Institution-wide rules on the selection procedure and, if applicable, the establishment of qualitative selection criteria or the method of drawing lots on the basis of which admission will take place if the number of prospective students exceeds the established programme capacity.

These Regulations are a further elaboration of Chapter 7 of the WHW and the ‘Regeling Aanmelding en Toelating Hoger Onderwijs’ (RATHO) and apply without prejudice to the provisions herein.

On behalf of the Executive Board, the Head of Student Affairs & Services is responsible for the selection and placement of students and takes the decisions pursuant to these regulations.

The regulations will be added to the Enrolment Regulations as the UT Regulations for Selection and Placement.

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## **CHAPTER 1. INSTITUTION-WIDE PRINCIPLES FOR ENROLMENT QUOTA**

### **ART. 1 PROCESS OF IMPLEMENTING THE ENROLMENT QUOTA**

1. Each year, at the same time as the enrolment regulations, the Executive Board determines which programmes have an enrolment quota and with which capacity.
2. The Executive Board also indicates how often a prospective student can participate in the selection process, but no more than the legal maximum of three.
3. The processes for the implementation and elaboration at the level of education are set out in the Annex.

### **ART. 2 PRINCIPLES FOR DETERMINING THE SELECTION METHOD**

1. In the context of the selection procedure, the interests of prospective students from the public entities of Bonaire, St. Eustatius and Saba respectively Aruba, Curaçao and St. Maarten will be taken into account.
2. Furthermore, the programme ensures that all candidates are treated equally in both the design and the implementation of the selection process.

### **ART. 4 PRINCIPLES FOR DETERMINING SELECTION (CRITERIA) FOR DECENTRALISED SELECTION**

1. When designing and implementing selection (partly) on the basis of qualitative selection criteria, programmes must comply with the following principles:
  - a. There is an 'evidence-based approach', which means that existing research is used or new research is carried out, which is aimed at identifying indicators that can predict study success and the variance in study success as accurately as possible. The programme regularly monitors whether the set of indicators (selection criteria) and the way in which selection takes place (selection method) prove to be a sufficiently good predictor. This involves the following questions:
    - i. How can study success be predicted; What are the factors that explain the variance in study success?
    - ii. To what extent do these factors differ according to the student's background in terms of socio-economic or cultural background or the system of secondary education in which they participated?This means that it is examined whether the selection criteria and methods used put certain groups of students at a disadvantage.
  - b. Based on this research, the selection focuses on qualifications that are important for study success and qualitative selection criteria and methods are used with the best possible predictive value for success in the (different phases and different domains of the) study programme in question.
  - c. The number of qualitative selection criteria shall be at least two.
  - d. In the selection methodology, there is a good balance between striving for high quality and diversity of the intake and diversity in the specializations and/or the professional field.
  - e. The programme board ensures that those who carry out the selection are sufficiently equipped and trained to carry out the selection properly.
  - f. The Programme Board provides information about the selection procedure and the selection criteria that is as transparent as possible.

**ART. 4 PRINCIPLES OF DETERMINING THE SELECTION PROCEDURE**

1. In the context of the selection procedure, the interests of prospective students from the public entities of Bonaire, St. Eustatius and Saba respectively Aruba, Curaçao and St. Maarten will be taken into account.
2. Furthermore, the programme ensures that all candidates are treated equally in both the design and the implementation of the selection process.
3. In principle, the selection is carried out in the language of instruction of the programme or, if applicable, in the language of instruction of a programme variant (track).
4. In the selection procedure, the Programme Board will include the deadline on which placement certificates for the programme in question can be issued, this date is not before 1 August and not after 15 September.

## **CHAPTER 2. EXECUTION SELECTION AND PLACEMENT**

### **ART 5 APPLICATION NO LATER THAN JANUARY 15**

1. Prospective students who wish to participate in the selection for a programme with an Enrolment Quota must register for this programme via Studielink by 15 January at the latest and submit the application in the student information system Osiris.
2. A prospective student who applies for a programme with an Enrolment Quota at the UT will only be invited to participate in the selection procedure if he or she has not yet used the maximum number of participation opportunities set for that programme.
  - a. If the institutional board has established one or more tracks with an enrolment quota within a study programme, it may stipulate that the prospective student can only apply for one or more of these tracks.
3. A prospective student who has not submitted a request for enrolment via Studielink and Osiris by 15 January at the latest and who still wishes to participate in the selection procedure for a programme with an Enrolment Quota at the UT, must submit a request to the head of Student Affairs & Services, via a procedure set up for this purpose, which can be found on the UT website.
4. The Head of Student Affairs & Services will decide whether the candidate who has submitted a request to this effect will be admitted to the selection procedure after 15 January. In order to be allowed to participate in a selection procedure after 15 January, all of the following conditions must in any case be met:
  - a. The prospective student was demonstrably unable to submit the application for registration on time;
  - b. The prospective student made the request as soon as possible after 15 January;
  - c. The selection procedure for the study programme that the candidate wants to follow has not yet started;
  - d. There would be an unfairness of a major nature if he refused to participate in the selection procedure;
  - e. A request as referred to in paragraph 3 must be accompanied by one or more supporting documents with which the candidate demonstrates that he complies with the provisions of paragraph 4.

### **ART. 6 SELECTION PROCEDURE**

1. The selection will take place in accordance with the selection method established by the programme board, including, if applicable, the selection criteria and the selection procedure.
2. Information about the selection procedure for each programme with an Enrolment Quota is included in Annex 2 of these regulations and will be published by 30 September at the latest.
3. If the number of applications on 16 January is higher than the number of available places, selection will take place. The selection procedure will be completed by 1 April at the latest.
4. If the number of applications on 16 January is less than or equal to the number of available places, no selection will take place. If desired, prospective students will be referred to matching-activities.

## **ART. 7 PARTICIPATION IN THE SELECTION PROCEDURE**

1. The candidate who has made an active application for registration for a programme with a selection procedure by 15 January at the latest or who has been admitted to the selection procedure following a request as referred to in Article 5(3) consumes an opportunity to participate.
2. The candidate who does not participate or does not fully participate in the selection procedure will not receive a ranking number. The head of SAS will reject the candidate's request for enrolment. In this case, the candidate consumes a participation opportunity.
3. The candidate will not consume a participation opportunity if:
  - a. the request for enrolment for the programme with a selection procedure is withdrawn via Studielink by 15 January at the latest;
  - b. the candidate fails to obtain his diploma or certificate and makes a timely request to withdraw the opportunity(s) to participate, as referred to in Article 10, paragraph 3.

## **ART. 8 RANKING NUMBERS AND PLACEMENT CERTIFICATES**

1. On 15 April, the head of SAS will notify every candidate who has participated in the entire selection procedure via Studielink, the ranking number. Candidates who qualify on the basis of their ranking number will be issued with a certificate of admission.
2. A placement certificate expires by law if the prospective student to whom the certificate has been issued has not accepted it within 14 days of receipt via Studielink.
3. The vacant placement certificate will then be issued to the prospective student with the next ranking number, to whom no proof of admission has yet been issued, taking into account the provisions of paragraph 2.

## **ART. 9 (FURTHER)PRIOR EDUCATION REQUIREMENTS**

1. The prospective student who could be admitted to a study programme with an Enrolment Quota on the basis of a placement certificate must demonstrate by 1 July at the latest that he/she meets the prior education requirements and further prior education requirements applicable to the programme in question. For prospective students who do not have a nationality within the EEA, a deadline of 1 May applies.
2. If the prospective student is unable to meet the requirement set out in the previous paragraph, the prospective student can submit a motivated request for postponement to the head of Student Affairs & Services. This request must be made no later than July 1. This deadline will not be later than 31 August. If the candidate does not demonstrate that he or she meets the prior education requirements within the set period, the certificate of admission will lapse. For students who require a visa or residence permit, this postponement cannot be made, due to the conditions for applying for a visa.
3. If the prospective student does not succeed in obtaining his diploma, he or she can submit a request to the head of Student Affairs & Services no later than 31 August to cancel the opportunity to participate in a selection procedure, via a procedure set up for this purpose, which can be found on the UT website and must be accompanied by proof that the candidate has failed and will be processed no later than 1 October.
4. If the prospective student has not complied with the obligation referred to in paragraph 1 and has not submitted a request to set a new deadline for this, or if the new period has expired, the placement certificate for the prospective student in question will lapse. Article 6, paragraphs 3 and 4 shall apply mutatis mutandis.

**ART. 10            PROTECTION**

1. The candidate can object to decisions regarding the selection at the Complaints Desk. The objection period is six weeks.
2. If the objection is declared well-founded and it is decided that a certificate of admission will be issued to the candidate, this proof of admission relates to the academic year for which the application for registration was submitted.
3. In derogation from paragraph 2, a certificate of admission for the following academic year may be issued to a candidate to whom a certificate of admission is issued after an objection has been declared well-founded if:
  - a. no more proof of admission is available and will be available for the academic year to which the application for registration related;
  - b. a decision is taken on the notice of objection after the start of the academic year, i.e. after 1 September;
  - c. the candidate submits a request for proof of admission for the following academic year.
4. In very special circumstances, at the discretion of the head of SAS, where this arrangement would lead to unfairness of a major nature, the head of SAS may deviate from this arrangement.

## **ANNEX 1: ESTABLISHING AND ESTABLISHING PROCEDURES FOR SETTING UP AND ESTABLISHING AN ENROLMENT QUOTA**

### **CHAPTER 1. SETTING THE ENROLMENT QUOTA (NUMERUS FIXUS)**

The study programme in question does not yet have a numerus fixus (from now on Enrolment Quota) but wants to introduce one. When deciding on this (first) introduction, the capacity and method of selection are determined at the same time

#### **STEP 1: PREPARATION OF THE PROPOSAL BY THE PROGRAMME BOARD**

- The programme board investigates and assesses the need to impose a ceiling on student numbers. This consists of analysing the influx of students, available capacity, and other relevant factors such as national developments in the educational field. This results in a proposal with a reasoned choice for the capacity of the Enrolment Quota.
- The selection method used is also part of this proposal. This can be an unweighted lottery, in which random selection takes place, selection on the basis of at least two qualitative selection criteria, or a combination of at least two qualitative selection criteria and a lottery.
- The choice of the selection method, which also includes unweighted lottery, will be worked out in a further substantiated proposal. Attention is paid to the selection criteria and instruments used. The proposal must comply with the frameworks and guidelines for decentralised selection from the Selection and Placement Scheme.
- In this proposal, the programme indicates how often a candidate may participate in the procedure.

#### **STEP 2: POSITIVE ADVICE OF THE PROGRAMME COMMITTEE (PC)**

The proposal proposed by the Programme Board will be submitted to the Programme Committee, for advice. The Programme Committee assesses the feasibility of the capacity and assesses whether the proposed selection method fits within the quality objectives of the study programme. If there is an intention to decentralised selection, the Programme Committee will also include the assessment criteria used and their practical implementation for the operation in its advice.

#### **STEP 3: INTENDED DECISION OF THE EXECUTIVE BOARD (EB)**

The Programme Board submits the proposal, with positive advice by the Programme Committee, to the Executive Board for decision-making. By law, the Executive Board has the authority to impose a ceiling on student numbers.

#### **STEP 4: ADVICE STUDENT SECTION OF THE UNIVERSITY COUNCIL (UC)**

The Executive Board's intended decision to impose a ceiling on student numbers will be submitted to the student section of the University Council for advice. The programme-specific elaboration (selection method and procedure) is also submitted once for advice when an Enrolment Quota is introduced.

#### **STEP 5: ESTABLISHMENT OF THE ENROLMENT QUOTA (EB)**

The intended decision will be adopted by the Executive Board.

## **TIMELINE AND DEADLINES WHEN SETTING AN ENROLMENT QUOTA**

- **1 May year x-1:** Deadline for submitting requests for the determination of the Enrolment Quota at the Executive Board (via CES)
- **May year x-1:** Intended decision of the Executive Board on the establishment of the Enrolment Quota, including approval of the capacity and selection method
- **June year x-1:** Advice student section of the UC regarding the establishment of the Enrolment Quota. Possibility of advice on capacity, selection method and practical implementation for the operation.
- **July year x-1:** The intended decision will be adopted by the Executive Board.
- **October 1 year x-1:** Implementation of the selection process, if applicable, and communication to students.

## **CHAPTER 2. THE (ANNUAL) DETERMINATION OF THE CAPACITY FOR THE ENROLMENT QUOTA OR THE ABOLITION OF AN ENROLMENT QUOTA**

The programme in question already has a ceiling on student numbers and wants to maintain it in the next academic year. The capacity must be redetermined for each academic year for the next intake moment.

### **STEP 1: PREPARATION OF THE PROPOSAL BY THE PROGRAMME BOARD**

- The programme evaluates the existing capacity limitation and prepares a proposal for the intended capacity determination based on the available resources, staff capacity, and the desired quality of the programme. This could also mean: the intention to abolish the enrolment quota.
- If the programme board wants to maintain the enrolment quota, the number of participation opportunities will be included in the proposal in addition to capacity.

### **STEP 2: ADVICE OF THE PROGRAMME COMMITTEE (PC)**

The proposal for the capacity will be submitted to the Programme Committee. This assesses the feasibility of the capacity or the consequences of the abolition of the enrolment quota.

### **STEP 3: DECISION BY THE EXECUTIVE BOARD (EB)**

After positive advice by the Programme Committee and the Programme Board, the proposal for the capacity will be submitted to the Executive Board. This will take place at the same time as the new enrolment regulations for the relevant academic year are adopted. The Executive Board will take the final decision on the determined capacity for the coming academic year.

### **TIMELINE AND DEADLINES FOR DETERMINING THE CAPACITY FOR THE ENROLMENT QUOTA (ANNUALLY)**

- **1 May year x-1:** Deadline for submitting requests for the determination of the numerus clausus at the Executive Board (via CES)
- **May year x-1:** Executive Board decision on the programme's capacity
- **June year x-1:** Information to the University Council about the intended programme's capacity

## **CHAPTER 3. CHANGING THE SELECTION METHOD AND ADJUSTING THE SELECTION PROCESS**

The study programme in question already has a ceiling on student numbers. Based on evaluation and good practices, among other things, the selection method and method of implementation are updated.

### **STEP 1: PREPARATION BY THE PROGRAMME BOARD**

Based on evaluation of the process, and the results that have been achieved with it. If the programme has reasonable reasons to change the selection method, a proposal will be made for this. In the case of selection based on qualitative selection criteria, these will be evaluated and adjusted with justification for the next intake moment. This plan must continue to comply with the frameworks and guidelines in the UT Regulations for Selection and Placement and must not contain any improper obstacles to participation.

### **STEP 2: POSITIVE ADVICE OF THE PROGRAMME COMMITTEE (PC)**

This proposal will be submitted to the PC for advice. The Programme Committee assesses whether the proposed selection method fits within the quality objectives of the programme. When selection based on qualitative selection criteria is part of the procedure, the Programme Committee evaluates the selection criteria and the practical implementation for their operation. Based on the advice of the Programme Committee, the procedure for the relevant intake moment will be adjusted where necessary and then determined by the programme board.

### **STEP 3: INFORMATION PROVISION**

After positive advice by the programme board and the Programme Committee, the selection process and criteria are clearly communicated to the prospective students. The programme ensures that all information is available to interested parties on 1 September, but no later than 1 October, so that prospective students can go through the selection procedure in a well-informed manner.

Concise information is passed on to CES-SAS so that it can be added to the UT Regulations for Selection and Placement.

### **TIMELINE AND DEADLINES WHEN CHANGING THE SELECTION METHOD AND ADJUSTING THE SELECTION PROCESS**

- **September 1 year x-1:** Evaluation of the selection method and implementation of the Enrolment Quota last year. Proposal for design adjustment
- **September year x-1:** Decision-making process of the programme board and Programme Committee
- **1 October year x-1:** Information provision to prospective students available

## **ANNEX 2: FACULTY REGULATIONS SELECTION & PLACEMENT**

## FACULTY REGULATIONS SELECTION AND PLACEMENT 2026-2027

### FOR THE BACHELOR'S PROGRAMME IN TECHNICAL MEDICINE

#### 1. CAPACITY OF THE STUDY PROGRAMME

For the academic year 2026–2027, the bachelor's programme in Technical Medicine has an enrolment quota of **150 study places**.

#### 2. PARTICIPATION OPPORTUNITIES

A prospective student can participate in the selection procedure a maximum of 3 times.

#### 3. SELECTION METHOD

The places are allocated through an unweighted lottery. An explanation of the programme's choice to apply an unweighted lottery can be found on [the website](#).

#### 4. LANGUAGE

The language of the selection procedure is Dutch. This means that all communication regarding the selection will be in Dutch.

#### 5. SELECTION

The places are allocated through an **unweighted lottery**. This means that everyone with the **appropriate prior education** (a VWO diploma with the correct profile) has an equal chance to study Technical Medicine. The lottery takes place in the presence of a notary.

##### *Timetable*

1 October 2024 – 15 January 2025	Applying via Studielink
15 January 2025	Application deadline
15 January – 30 March 2025	Selection takes place
15 April – 31 August 2025	Placement process

**More information for interested parties and applicants can be found on the websites:**

<https://www.utwente.nl/en/education/bachelor/programmes/technical-medicine/>

<https://www.utwente.nl/nieuws/2024/10/1783951/bacheloropleiding-technische-geneeskunde-stapt-over-op-ongewogen-loting>

**FACULTY REGULATIONS SELECTION AND PLACEMENT 2026-2027**  
**FOR THE BACHELOR'S PROGRAMME IN PSYCHOLOGY**

**1. CAPACITY OF THE STUDY PROGRAMME**

There is an Enrolment Quota of **250 study places** for the English track.

**2. PARTICIPATION OPPORTUNITIES**

A prospective student can participate in the selection procedure a maximum of 3 times.

**3. SELECTION METHOD**

Selection based on qualitative selection criteria (decentralized selection).

**4. LANGUAGE**

The language of instruction is English. Since this is an English track, the selection process will also be conducted in this language.

**5. SELECTION CRITERIA**

Selection through an assignment and online tests. More information about the content can be found on the website, as outlined below.

**6. SELECTION**

The places will be assigned based on performance in a selection procedure, which includes three components: an online matching assignment and two online written tests. Performance across all three components will result in a final score, which will determine an individual ranking number.

*Timetable*

1 October 2024 – 15 January 2025	Applying via Studielink
15 January 2025	Application deadline
15 January – 30 March 2025	Selection takes place
15 April – 15 August 2025	Placement process

**More information for interested parties and applicants can be found on the websites:**

<https://www.utwente.nl/en/education/bachelor/programmes/psychology/enrolment/>