

## Structure of the Regulations:

as part of the Profiling Fund pursuant to Article 7:51 of the Higher Education and Research Act (WHW)

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### TEXT OF THE REGULATION

Note: The masculine form for persons has been chosen for this Regulation solely for simplicity's sake; this designation, however, shall refer both to men and women.

## Chapter 1: General: Applicable to Chapters 2 through 4 and Annex A, B and C

### Reading guide:

This regulation is intended for all Dutch and International students of the UT. These students may, if they meet the conditions of the scheme, be eligible for financial support in the form of:

- Force Majeure Allowance in case of recognized special circumstances;
- Activism grants for committee- or board positions at an organization/association recognized by the UT;
- Top-level sports-/Top-level arts grants if they are recognized by the Support Scheme for Top-Level Sports and Support Scheme for Top-Level Arts.

The special circumstances are laid down in Appendix A. The recognized associations and organizations are laid down in Appendix B.

### Article 1. Definitions

In this Regulation, the following definitions shall apply:

- Activism Grant:** the incentive granted for extracurricular activities;
- Committee Top-level Sports:** a three-headed committee consisting of:
  - SU portfolio holder Sport & Culture or a member of the sports umbrella organization;
  - The head of Sports Centre UT;
  - A student counsellor UT.The committee is charged with assessing whether a student can be labeled as a top-level athlete and the category of recognition;
- Committee Top-level Arts:** a three-headed committee consisting of:
  - President of umbrella organization Apollo;
  - The head of Culture Centre UT;
  - A student counsellor UT.The committee is charged with assessing whether a student can be labeled as a top-level artist and the category of recognition;
- CPO:** the Committee Personal Circumstances (*Commissie Persoonlijke Omstandigheden*) has been charged by the Executive Board to decide on the validity of the CvB: the University of Twente's Executive Board, responsible for determining grants allocated under the FOBOS to persons entitled to support;
- CvB:** the Executive Board of the University of Twente, charged with establishing grants and allowances for persons entitled to support;
- Benefits:** the financial funds a student receives of a third party for the benefit of practicing his sport or cultural activity not being a reimbursement of expenses;
- DUO:** the Education Executive Agency of the Ministry of Education, Culture and Science;
- EEA countries:** countries of the European Economic Area, namely Belgium, Bulgaria, Cyprus (Greek part), Denmark, Germany, Estonia, Finland, France, Greece, Hungary, Iceland, Ireland, Italy, Croatia, Latvia, Liechtenstein, Lithuania, Luxemburg, Malta, Netherlands, Norway, Austria, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Czech Republic, UK and Sweden;
- Recognized circumstances:** the circumstances referred to in Annex A to this regulation;
- Recognized delay:** the number of months that the student concerned has been delayed as a result of circumstances recognized by the law;
- FOBOS:** this regulation Financial Support for Students' Special Circumstances;
- Extracurricular activities:** activities besides the educational programme which supplement the programme by helping the student to obtain the relevant competences;
- Extent of the support:** the support expressed in months or grants;
- Person entitled to support:** a student to whom financial support has been awarded by the CvB under this FOBOS Regulation;
- Scholarship:** a grant awarded to a student originating from a country outside the EEA which makes it possible for the student to study at the UT;

- p. **Athlete with an A-status (definition NOC\*NSF):** the athlete deserves an A-status when he meets the performance standard as established after consultation with the concerning federation and the NOC\*NSF. The principle of this standard implies that the athlete demonstrates to belong to the global top-8 of the World Cup or the Olympics or to qualify for the Olympics;
- q. **Athlete with a High Potential status (definition NOC\*NSF):** in exceptional cases, where there is an extraordinary perspective on rapid accession to the global top-8 and a high prospect of a position at the global top-3 the NOC\*NSF can grant an athlete the status of High Potential (HP);
- r. **Athlete with a B-status (definition NOC\*NSF):** the athlete who has demonstrated to belong to the global top-16. This means that the athlete is to end with the first 16 during a World Cup or the Olympics;
- s. **Student:** a person enrolled as a full-time student at the University of Twente;
- t. **Study Advisor:** every degree programme has a study advisor, who is the first point of contact for students potentially facing a study delay due to special circumstances. For students from non-EEA countries, the first point of contact may also be a FAINCO (Faculty Internationalization Coordinator);
- u. **Student Union:** the University of Twente's Student Union, the umbrella organization for student activism at the University of Twente and responsible for students' academic development;
- v. **Custom-made tutoring:** the implementation of the students' integrated sports- or arts plan and study plan by the concerning educational programme, which has been drawn up between the student and the educational programme. It concerns special agreements, such as oral examination, respite for performance, etc. The student takes the initiative in contacting the study advisor;
- w. **Force Majeure Allowance:** the financial support awarded to a student by the CvB under the Force Majeure Allowance Regulation;
- x. **Review Committee:** the Student Union is responsible for assessing the criteria for awarding activism grants for extracurricular activities and for determining the amount for statutory board positions as set forth in Chapters 3 and/or Annex B;
- y. **TEM:** Twente's Educational Model;
- z. **Top-level arts grant:** the grant awarded to a recognized top-level artist cat. 1;
- aa. **Top-level sports grant:** the grant awarded to a recognized top-level athlete cat. 1;
- bb. **Top-level athlete:** the UT student who is recognized as such within the context of this scheme;
- cc. **WHW:** the Higher Education and Research Act;
- dd. **UT:** University of Twente.

## Article 2. Basis for the Regulation

This Regulation is based on WHW Article 7:51, specifically, the Profiling Fund. This Regulation is a further elaboration of the law.

## Article 3. Persons entitled to support

The following students shall be eligible for the Force Majeure Allowance, Activism Grants, Top-level Sports- / Top-level Arts Grants:

1. Those for whom the CvB has determined that one or more of the recognized circumstances listed in Annex A have occurred, and
2. Those enrolled in a fulltime UT Bachelor or Master programme and having paid the required tuition fee to the UT.

Not entitled to support are those:

3. That are enrolled at the ITC faculty,
4. That are enrolled solely for a premaster programme;
5. Who, based on a previously obtained degree, pay the institutional fee;
6. Who are entitled to any other financial compensation of expenses for study delay due to recognized special circumstances – for which the application has been submitted – by any sources such as a scholarship provider.

Students in any other form of enrollment at the UT (e.g. ITC-students, premaster students), can – solely on the grounds of an insufficient feasible programme - be classified as persons entitled to support.

Distinction must be made between:

- A. The circumstances listed under 1(b) through (e and g) in Annex B, that is, force majeure, which is described further in Chapter 2;
- B. The circumstances listed under 1(a), in Annex A, that is, activism grants, which are described further in Chapter 3;
- C. The circumstances listed under 1 (f) in Annex A, that is practice top-level sports or top culture, which are described further in Chapter 4.

#### **Article 4. Compensation period**

A right to financial support under this regulation because of special circumstances may only arise based on circumstances occurring during the compensation period.

- a. The compensation period is limited to the programme's nominal study duration plus one extension year (C+1), calculated from the initial moment of enrolment for this study phase (Bachelor's or Master's) in higher education. If a student's registration is temporarily suspended, then only those months will count during which the applicant was registered as a student in higher education. This applies both to the Bachelor's and Master's phase. This period will be extended by a single period of one year for facilities granted by DUO (extended performance grant or study advance).
- b. If the student graduates or withdraws from the degree programme during the period mentioned under a. then the compensation period will end at that point.
- c. The compensation period of C+1 does not apply to activism grants based on membership on the University Council.

#### **Article 5. Concurrent grants**

For remuneration based on extracurricular activities via activism grants *and* participation in top-level sports or top-level arts activities, a student may receive at most financial remuneration for 18 activism grants or top-level sports/cultural activities grants over the total compensation period.

Per calendar year no more than 12 grants and/or months will be granted for activism, top-level sports, top-level arts and force majeure all together.

#### **Article 6. Decision on the application**

The CPO, as the CvB's delegated committee, shall ascertain whether the circumstance reported makes the student eligible to receive support.

#### **Article 7. Objection and appeal**

1. In sending the decision on the CvB's behalf as referred to in Article 6, the CPO shall inform the applicant that an objection to the decision may be filed with the UT Complaints Desk. The period for lodging the objection shall be six weeks from the date that the decision was sent to the applicant.
2. The UT Complaints Desk shall confirm in writing that the notice of objection referred to in paragraph 1 has been received. After obtaining a recommendation from the Arbitration Board, the CvB shall decide the notice of objection within 10 weeks of the day after the notice was sent.
3. In sending the decision on the notice of objection, the CvB shall inform the applicant that he/she may file an appeal with the Higher Education Appeals Tribunal referred to in Article 7:64 of the Act within six weeks of the date that the decision was sent to the applicant.
4. Chapters 6 and 7 of the General Administrative Law Act shall apply.

#### **Article 8. Hardship clause**

If application of this Regulation would result in extreme unfairness, the CPO may deviate from this Regulation in the student's favor.

**Article 9. Unforeseen situations**

In situations not provided for in this Regulation, the CPO shall decide the matter on behalf of the CvB.

**Article 10. Effective Date**

This Regulation is enacted on 29 August 2016 and will be retroactive from 1 September 2015.

**Article 11. Short title**

This Regulation may be cited as the 'Regulation on Financial Support for Special Circumstances of Students (FOBOS), September 2016.

## Chapter 2: Force Majeure Allowance Regulation (involuntary circumstances)

### Article 1. Conditions for a force majeure allowance

1. During the compensation period, the student is only eligible for a Force Majeure Allowance based on the circumstances listed in Annex A, 1 (b-d). The student must report these circumstances to the study advisor as soon as reasonably possible once the problem has become apparent.
2. Students who are experiencing difficulty keeping up with their studies (Annex A, under 1(e)) must report the problem to the study advisor or student counsellor as soon as possible, i.e. within a few weeks after becoming aware of the problem.
3. The study advisor will work with the student to identify strategies that will enable the student to make progress in his/her studies in light of the circumstances. If this should involve an adaptation to the study plan, then the Programme Board will advise and the adaptation will be noted in the student's file.
4. If a study delay occurs due to the aforementioned circumstances, then the student must report the delay to the student counsellor. This report must be submitted within three months after the delay commences.

### Article 2. Application procedure for a review request in the case of illness or exceptional family circumstances

1. If a student wishes to apply for a Force Majeure Allowance due to circumstances as mentioned in Annex A, 1 (b-d, g) (**force majeure**), then the application must be submitted **within three months** of cessation of the circumstances causing the study delay. An electronic application form is available for this purpose (<http://webapps.utwente.nl/sst>).
2. The application will only be considered if the student has first spoken with the study advisor and the student counsellor.
3. The student must be able to substantiate the medical/psychological circumstances with a statement from a physician or psychologist with a BIG registration. If the nature of the circumstances preclude this, then the student will consult with the student counsellor on how to provide appropriate substantiation.
4. The Committee Personal Circumstances will review the circumstances for admissibility and duration, and report its findings to the student.

### Article 3. Application procedure for a review request in the case of illness or an insufficient feasible programme

1. If a student wishes to apply for a Force Majeure Allowance due to an insufficient educational feasibility (of a component: module, block, semester) – Annex A, 1(e) – in his/her degree programme, then the application must be submitted within three months following the period of the insufficient feasible programme.
2. The student must notify the study advisor or the student counsellor during the period of the insufficient feasible programme, or the application will not be taken into consideration.
3. The student must submit the application to the Committee Personal Circumstances. The Programme Director of the relevant degree programme will receive a copy of the student's personal statement along with the application form. This will be accompanied by a request to respond to the application.
4. The Committee Personal Circumstances will notify the student to report on the arrangements made with the degree programme aimed at preventing current or further delay.
5. The student will receive a copy of the Programme Director's response to the Committee Personal Circumstances regarding the student's situation.
6. The Committee Personal Circumstances will assess the application and the responses to it.
7. If necessary, and at the discretion of the Committee Personal Circumstances, a hearing will be scheduled during which both the student and the Programme Director will have the opportunity to explain their responses. The student and the Programme Director will be invited to the hearing in good time. The Committee Personal Circumstances may avail it-

self of the hearing to ask additional questions.

8. If a hearing has taken place, then both the student and the Programme Director will receive a brief report of the contents of the hearing.

#### **Article 4. Nature and scope of the Force Majeure Allowance**

1. The Force Majeure Allowance consists of a monetary grant for each approved month of study delay to be paid by the university to the student if he/she meets the requirements set forth in these Regulations.
2. The grant for each approved month of delay amounts to:
  - For all students (except scholarship students from outside the EEA): €264.99 for the 2016/2017 academic year. The amount is equal to the sum of the statutory tuition fee + the monthly DUO travel allowance. The amount will increase or decrease annually along with tuition fees and the DUO travel allowance.
  - Students who receive a supplementary grant from DUO will be eligible to apply for the same amount in addition to the basic amount for the Force Majeure Allowance. They must include a statement of the amount of their supplementary grant along with their application for a Force Majeure Allowance.
  - Students who have paid higher tuition fees should provide supporting documentation along with their application for a Force Majeure Allowance. They will then be eligible for a higher allowance, up to the monthly amount payable to a scholarship student.
  - For students who are nationals of a non-EEA country and who study at UT on a scholarship: an amount of €970 per month. The student must provide evidence in the application that he will not receive compensation for the same circumstances from the body providing the scholarship.
3. The maximum Force Majeure Allowance available per person based on these Regulations for the entire period of enrolment at UT is:
  - €12,000 for non-EEA scholarship students;
  - €8,000 for all other students.

#### **Article 5. Applying for the Force Majeure Allowance**

1. At the conclusion of the compensation period (per study phase) the student should submit a request to calculate the study delay. This calculation covers:
  - The number of months of recognized circumstances during the compensation period.
  - All arrangements as laid down in the amended study plan during the compensation period (if applicable).
  - The total study delay during the compensation period.
2. The recognized delay will, in principle, never be longer than the number of months of recognized circumstances nor will it be shorter than a delay provided for based on any agreements made in an amended study plan during the period of recognized circumstances.
3. In the case of concurrent voluntary circumstances (i.e. activism, top-level sports and top-level arts as provided for in Sections 3 and 4 of these Regulations) and other involuntary recognized circumstances, the number of recognized months of Force Majeure Allowance will not be multiplied.
4. If the student's delay is based on medical circumstances and if it lasts for five months or more, then the first line of recourse will be to extend the performance-related grant or study advance.
5. If a Force Majeure Allowance is granted for the same circumstances for which DUO has provided compensation, then 12 months will be deducted from the months of calculated allowance.
6. The disbursement of the support provided will be done in a lump sum for each recognized circumstance. Disbursement will take place in principle within three months after the conclusion of the compensation period.

## Chapter 3: Activism Grants Regulation (voluntary circumstances)

### Introduction

This Chapter elaborates on Articles 7.51(2) and 7.51(2)(b) of the Act with respect to remuneration for **extracurricular activities** engaged in by students and **eligibility for activism grants for these activities**.

In its Opinion on Extracurricular Activities, the University of Twente (UT) has indicated several principles which this Activism Grants Regulation details further.

These principles are:

- Academic and personal development through extracurricular activities supplements the educational programme;
- Extracurricular activities complete the student's academic and personal development;
- Ut shall facilitate extracurricular activities.

This Regulation is intended to offer financial remuneration to students for the time spent on organizing an activity.

Eligibility for an activism grant can be viewed as remuneration for extracurricular activities which boost UT's profile and help to maintain student services. The remuneration shall not depend on the number of months of study delay.

### Article 1: Conditions for support

To be eligible for activism grants, the student must fulfil all of the conditions below:

1. The student is enrolled as a full-time student at UT and the student is paying tuition fees to UT.
2. The student has not obtained a degree for the programme for which he/she is enrolled. An exception may be made if the student is pursuing a double degree programme.
3. The student holds a position with a student organization to which UT activism grants have been awarded, or the student organization is included in Category 1 of the basic list in Annex B and is eligible on this basis for a grant because of ad-hoc/extra activities.
4. Students in the first year of their Bachelor programme holding a position with a student organization applicable for activism grants according to Appendix B of the FOBOS regulation, receive this compensation whenever a positive binding recommendation is obtained over the concerning academic year. When the student's binding recommendation (BSA) has been postponed, the activism grants can be granted when the student has been awarded a positive decision of his BSA.
5. If a student wishes to receive financial support on account of holding a position referred to in Article 7:51(6) of the Act or a **board position in a political youth organization or a nationwide association**, the application must be submitted to the institution designated by the Ministry to carry out that Article.
6. A student enrolled as a Bachelor's student for a pre-Master's programme, as an ITC student or for a post-initial programme shall not be entitled to remuneration for board activities.

### Article 2: Period of entitlement to support for extracurricular activities

1. A student shall only be entitled to activism grants – except activism grants for University Council membership - if the recognizable period falls within **the first four years** of enrolment as a **Bachelor's student** at UT, counted from the first moment of enrolment at the UT and previous to the recognizable period received a positive Binding Recommendation (BSA).
2. A student shall only be entitled to activism grants – except activism grants for University Council membership - if the recognizable period falls within the **first two years** of enrolment as a **Master's student** counted from the first moment of enrolment at the a Master's programme at UT with a **nominal study duration of one year**. If the study duration is longer, this period shall be extended by a period equal to the period in which the programme takes longer than one year.
3. The right for activism grants based on a University Council membership will not be limited for Bachelor or Master students by duration of enrolment.

### **Article 3: Amount of the support**

1. Per calendar year 2016 the total number of activism grants is increased to 2138 grants and the amount of an activism grant will be € 281.57.
2. Per calendar year the activism grants per person are limited to 12 grants. If in the same period also grants for top-level sports or top-level arts are granted or months of force majeure allowances, these will be included for this yearly total.

### **Article 4: Application procedure**

A student organization board or committee which is eligible for remuneration in the form of activism grants must submit their application at the end of each calendar year but **before 1 April** at the very latest (<https://webapps.utwente.nl/sst>).

The students mentioned in the application need then to complete that application with their individual data and indicate to agree with the application.

When under the named students there are those with a postponed binding recommendation, the processing of the application will be postponed till after the period of the postponed binding recommendation.

### **Article 5: Allocation of activism grants**

1. Once every two years, the CPO shall, as the Review Committee, review the criteria for allocating activism grants to recognized associations/organizations for extracurricular activities and for determining the number and details of the positions set forth in the basic list in Annex B.  
New associations may be recognized in the meantime and subsequently placed in one of the categories included in the basic list in Annex B.
2. Once a year, recognized associations included in the basic list may apply for additional and/or ad-hoc grants (see the procedure in Annex C).
3. In performing the review, the CPO shall, besides a number of general principles, apply a number of weighting factors which, depending on the type of organization or position, may be given consideration. In its review, the CPO shall obtain advice from the Student Union.
4. The CPO shall make a recommendation to the CvB about the allocation of activism grants to student associations and organizations and positions. The CPO's advice shall include the advice from the Student Union. The CvB shall determine the allocation.

# Chapter 4: Support Scheme for Top-Level Sports and Support Scheme for Top-Level Arts

## Support Scheme for Top-Level Sports

*Reading guide:*

*Combining university-level studies and top-level sports can be problematic for many students. It generally proves impossible to postpone either academic studies or a career in sport until later: both the study as the sports require of the practitioner - often between the ages of 18 and 25 - to achieve results within a relatively short period of time. The University of Twente is aware of the problems involved, and has developed a policy covering the practice of top-level sports and a support scheme for top-level sports.*

*Under this policy, the university strives to foster a positive climate in which students practicing top-level sports are able to find the ideal balance between study and sport, within certain parameters set by the university. The goal of the policy should be to ensure that student athletes can complete their course of study within a reasonable period of time and can simultaneously achieve the results they desire in the field of sport, drawing on their own resources and those provided by the university. It is important to note that the University of Twente's sport policy is not intended to provide for the targeted recruitment of potential top-level athletes among students in secondary school or higher professional education (HBO). Neither does the university seek to develop into an American-style 'basketball university'.*

*Top-level athletes make a valuable contribution to the university. They serve as role models for their fellow athletes, as well as for their fellow students. Top-level student athletes who achieve impressive results in their field also reflect well on the university. When these students receive media coverage for their sporting achievements, the University of Twente will naturally be mentioned, thereby generating publicity for the university.*

### Introduction

The Support Scheme for Top-Level Sports offers three types of support to accredited athletes studying at the University of Twente who are eligible for participation, depending on the status they hold:

1. Made-to-measure tutoring;
2. Financial support;
3. Use of university facilities.

Student athletes who have not yet reached the absolute top of their field (NOC\*NSF A/B- or HP status), may yet be able to achieve this status through the provisions of the Support Scheme for Top-Level Sports. This support scheme offers student athletes the opportunity to combine sport and study in a responsible, achievable way.

All top-level athletes, including those who are disabled, are eligible for participation in the support scheme. This means that the scheme also applies to students who are training for the Olympics (summer and winter) as well as the Paralympic Games.

### Article 1. Qualification procedure

In order to qualify for participation in the support scheme, students must submit a request each year - if applicable – for recognition as a top-level athlete **before 1 April of the current academic year**. The Top-Level Sports Committee will make a recommendation to the CPO concerning your request. The CPO will make a decision within 10 weeks after receiving the request. A request can be submitted through:

<https://www.utwente.nl/ces/sacc/regelingen/fobos/webformulier/topaanvraag/> and must contain:

1. a **personal written statement** containing a description of the type of sport, an indication of the time spend on the sport, and a brief impression of the sporting career (competitions and achievements);
2. An **official statement from the sports federation** that lists the performance level.

The top-level student athletes must be able to demonstrate that they belong to categories 1 or 2, as listed in section 3. Applications based on the qualifications that have since expired will not be honored.

## Article 2. Categories of top-level athletes

The Top-Level Sports Committee assess whether student athletes meet the criteria listed in this section.

### 1. General

- The sport in which the student participates must be a category 1 or category 2 top-level sports as determined by NOC\*NSF (for a list of Category 1 and 2: [www.nocnsf.nl](http://www.nocnsf.nl)). Please note: exceptions may be granted for sports with a specific link to the University of Twente.
- The time investment must per week include at least 10 hours training and/or at least 4 sport-specific (team) training sessions (not including travel time).

### 2. There are 2 categories with the following criteria:

#### - **Category 1:**

- Athletes recognized by the NOC\*NSF who hold an A-, HP- or B-status;
- Athletes who compete at the highest international senior level;
- Athletes who compete at the highest international junior level;

#### - **Category 2:**

Athletes who compete at the national level:

- Athletes who compete at a high national level in the senior category;
- Athletes who previously belonged to category 1 and will re-join that category in the short term.

## Article 3. Types of support

The support can consist of:

1. Custom-made tutoring;
2. Top-level sports grants;
3. Facility support for the purpose of free use of UT facilities.

### Ad. 1. Custom-made tutoring

**All** accredited athletes who fall under **the categories 1 and 2** are entitled to 'custom-made tutoring'. The student should devise an integrated sport and study plan in consultation with their faculty supervisor at least once per semester. This plan should strike the ideal balance between education and sport: it focalizes especially on the bottlenecks which the athlete and study adviser might have foreseen.

### Ad. 2. A top-level sports grants

In addition to custom-made tutoring, **all** accredited athletes who fall under **category 1** are entitled to financial support in the form of top-level sports grants.

For each academic year in which a UT student is recognized as a top-level athlete, an application for the maximum of 4 top-level sports grants may be submitted.

Over the total period of enrolment at the UT a student may receive no more than 18 top-level sports grants, top-level arts grants and activism grants together. The amount of the top-level sports grant is equal to the fixed amount for an activism grant in the month September of the year of recognition as a top-level athlete.

#### *Disbursement:*

To qualify for a top-level sports grant, the student can submit an application at the end of the academic year through the online application form (<https://webapps.utwente.nl/sst>). Please note: disbursement of a top-level sports grant is only possible if the student has met the provisions of the Support Scheme for Top-Level Sports. This can be monitored.

The following provisions apply for those who wish to qualify for disbursement of the grants. The student must have:

- Been enrolled as a full-time student at the UT;
- Paid tuition fees to the UT;
- Been recognized as a top-level athlete category 1, as mentioned in section 3.

Any sport-related grants received from third parties during the same period will be deducted from the financial support provided to the student by the UT. Students are required to notify the Top-Level Sports Committee UT of any such grants. The committee will make a recommendation to the CPO regarding the extent to which the grants should be taken into account upon disbursement of the top-level sports grants.

Ad. 3. Facility Support (use of facilities)

In addition to the above-mentioned forms of support, also the use of certain university facilities can be requested. This applies to the accredited athletes **who fall under the categories 1 and 2** (see table below).

In consultation with the Top-Level Sports Committee, eligible students may choose to make use of university sports facilities, such as gyms, free of charge. This allows students to cut down on the travel time needed to practice their sport and maintain their physical condition.

The forms of support described above are summarized in the table below.

| <b>Support Scheme for Top-Level sports</b>                                                                                                                                                                            | Custom-made tutoring? | Grants? | Free use of university facilities? |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|---------|------------------------------------|
| <u>Category 1</u><br>- Athletes with A, HP- or B status as defined by NOC*NSF<br>- Athletes who compete at the highest international senior level<br>- Athletes who compete at the highest international junior level | Yes                   | Yes     | Yes                                |
| <u>Category 2</u><br>- Athletes who compete at the highest national senior- or junior level<br>- Athletes who previously belonged to category 1 and will re-join that category in the short term                      | Yes                   | No      | Yes                                |

**Article 4. Public relations**

All accredited athletes should be prepared to act as ambassador for the University of Twente when it comes to their sporting achievements. Separate arrangements can be made with each of the athletes in this regard.

## Support Scheme for Top-Level Arts

### *Reading guide:*

*The scheme is designed to enable students to successfully combine academic studies with top-level artistic pursuits. It is not intended for students who plan on making a career out of their artistic talents outside of the University of Twente (such as comedians, musicians or actors). Instead, the scheme aims to provide support for students who are committed to completing their studies and who would also like to participate in a top-level artistic activity during their time at the University of Twente.*

### *Real-life example:*

*A talented pianist who takes part in national or European piano competitions and needs not only a space in which to practice, but also financial support for travel/accommodations/entrance fees for the competitions.*

### **Article 1. The scheme**

Where possible, the Support Scheme for Top-Level Arts is analogous to the Support Scheme for Top-Level Sports, though it is intended for students who engage in top-level artistic activities rather than sporting activities.

Where possible, The Support Scheme for Top-Level Arts is analogous to the Support Scheme for Top-Level Sports, though it is intended for students who engage in top-level artistic activities.

### **Article 2. Different provisions:**

Rather than a Top-Level Sports Committee, the scheme is supervised by a Top-Level Arts Committee. This committee assesses whether the student can be accredited as top-level arts practitioner and, if so, into which category he falls.

The Top-Level Arts Committee may require written proof from cultural organizations/associations indicating the level of the related top-level cultural activities.

## **Annex A: Recognized special circumstances (under Article 7.51(2) of the Act)**

1. The following special circumstances shall be the only ones based on which the various types of financial support may be obtained (Article 7.51, Act):
  - a. The membership of the board of an recognized students' association as mentioned in Appendix B;
  - b. Illness or pregnancy and childbirth;
  - c. A physical, sensory or other impairment;
  - d. Special family circumstances;
  - e. An insufficient feasible programme;
  - f. Recognized top-level athletes and top-level artists
  - g. Other circumstances besides those referred to under (a) through (f) above if the Executive Board's not granting a request for financial support based on this would result in extreme unfairness.
  
2. 'Illness' shall also include psychological disorders. For a review of the circumstances based on illness, a certificate from the Dutch attending doctor or psychologist listed in the register under the Individual Healthcare Professions Act (BIG) must be included, showing the nature and duration of these circumstances. The number of months will, as much as possible, be based on the agreements reached in the adapted study plan.

An illness sometimes does not necessarily result in a delay, or not immediately. Depending on the nature and seriousness of the illness, the student may still have reasonably been able to perform academically.

The effects of an illness may also still be felt for some time, even though the student has officially been declared to be 'cured'. This shall be taken into account in the assessment.

A determination has been made that the applicant must furnish the CPO any desired information regarding the application.

When it is a problem to substantiate the application with a written statement of a Dutch BIG-registered doctor of psychologist, the student will have to report to the student counsellor.
  
3. The special family circumstances referred to in 1(d) above shall include the following circumstances:
  - a. Relationship problems for the student concerned;
  - b. Housing or social problems for the student concerned;
  - c. Illness or death of the partner or family of the student concerned (solely the parents, children, brother or sister);
  - d. Divorce of the parents of the student concerned;
  - e. Problems adapting to Dutch culture and customs.

For purposes of the Regulation, the term 'partner' shall mean the student's spouse or the person with whom an unmarried student cohabitates as a life partner.

Extracts from the Municipal Personal Records Database must show that they have lived together at the same address for at least six months.
  
4. The circumstances referred to in 1(a) above have been specified further in Annex B. These relate to activities in connection with the organization and the board of the University and membership in councils and boards.
  
5. The criterion 'an insufficient feasible programme' has been included as a special circumstance in 1(e) above.

One example is a curriculum in which all the modules need to be taken in a certain sequence, while these modules are scheduled in such a way that completing the study within the study duration is not reasonably feasible. The student may have a specific combination of modules in which essential modules are scheduled simultaneously. If the student has only a few opportunities to retake the module, this may make the problem worse.

## **Annex B: Description of Allocation of Activism Grants and Fixed Basic List for Activism Grants**

### **1. Introduction**

In its Opinion on Extracurricular Activities (activism), the University of Twente (UT) has laid out several principles concerning extracurricular activities which the Activism Grants Regulation details further. These principles are:

- Academic and personal development through extracurricular activities supplements the educational programme;
- Extracurricular activities complete the student's academic and personal development;
- UT shall facilitate extracurricular activities.

The support in those cases are meant as a reward for the activities carried out in addition to the curriculum. The UT is committed to good educational performance and to a nominal study pace.

### **2. Review Committee**

The SU acts as the **Review Committee** for advising the CPO on the application of the criteria for awarding activism grants to recognized associations from extracurricular activities. Also the Review Committee advises on the determination of the scope of the (statutory) board positions set forth in the chapters 3 and 4 and/or Annex B. For the implementation of this task, the Review Committee shall keep close contact with the CPO registrar.

**Once every two years** the student associations and –organizations shall be evaluated by the Review Committee.

In distributing the grants and assessing the board responsibilities, the Review Committee must adhere to the following principles:

- A maximum number of activism grants to be awarded each year;
- Student organizations qualify for activism grants if their activities benefits student enrolled at the UT;
- The activities do not serve a commercial purpose;
- The activities may only be compensated once per academic year;
- The association may allocate up to the compensation for volunteers.

The following conditions must be met by foundations:

- The range of activities should in principle be accessible to each student belonging to the university community;
- The foundation may allocate up to the compensation for volunteers;
- It must be shown that the actual activities benefit students enrolled at the UT or boost the UT's profile.

### **3. Classification of student organizations into categories**

The nature of the association shall be shown by such factors as:

- The charter;
- The range of activities offered at present or in the past;
- The manner in which the association profiles and/or positions itself.

The Review Committee shall classify every interested student organization into one of the categories below based on extracurricular activities, thereby recognizing these organizations within the meaning of the Activism Grants Regulation.

#### *Category 1:*

Extracurricular activities which can easily be performed in addition to the 42 hour study week. These activities do not impede the study progress. This category is **not eligible for remuneration in the attached basic list**.

### Category 2:

Extracurricular activities which:

- Cannot entirely be performed in the student's free time and therefore encroach on the 42-hour study week;
- Benefit a substantial part of the student community. This category is **eligible for financial remuneration**.

Classification as either Category 1 or 2 is based on an estimate of the workload involved on the relevant board. If the workload infringes on the student's ability to devote himself/herself fully to his studies on a weekly basis, then the board will be classified as Category 2. The classification has been initially determined based on the membership rolls as listed in the categorization tables. In practice, this means that a threshold has been set based on membership numbers. If this threshold is exceeded, then it can be assumed that board membership will infringe on the student's ability to devote himself fully to his/her studies on a weekly basis. The Review Committee may deviate from the guideline (and consider the board membership to fall in Category 1) if the activities associated with the board membership give cause to do so.

### Category 3:

Extracurricular activities which, in the CvB's judgment, are very important to UT. This category is at least eligible for **remuneration** for the time spent organizing and/or executing the activity.

*Note 1: This category encompasses an exhaustive number of extracurricular activities explicitly determined by the CvB. This list may fluctuate each year and shall be determined annually by the CvB. The student must, of course, satisfy the general conditions imposed for any student performing or board work to be eligible for financial remuneration.*

*Note 2: For the calendar years 2016 and 2017 this category is as follows:*

1. *Student Union Board;*
2. *University Council*
3. *Batavierenrace Committee;*
4. *Kick-In Committee;*
5. *Create Tomorrow Committee (once every two year);*
6. *Solar Team;*
7. *Apollo Umbrella Board;*
8. *Fact Umbrella Board;*
9. *Sports Umbrella Board;*
10. *Overleg Studieverenigingen Umbrella Board.*
11. *Umbrella Board UniTe*
12. *Green Team*
13. *Bedrijvendagen*
14. *Robo Team*
15. *Solar Boat Team*

## 4. Distribution within category 2

For the distribution of grants in category 2, there is made a distinction based on the various sectors. This distinction arises from the difference in workload and to what extent they meet the criteria.

Only full-fledged student members studying at UT of Saxion shall be counted as members. Persons who are members for a sharply reduced fee or who join the association to take advantage of certain services of the associations do not count.

The basis shall be the number of members on **1 November in the year** preceding the date of the application.

The number of students in *social clubs* shall be determined based on the club's own statement possibly being checked by the institution's accountant by means of the fees (full fees) received.

For *sports and cultural associations*, the number of students shall be determined by means of the UnionCard data.

For *study associations*, the basic workload is almost equal. Activities are comparable and study associations have little influence on their growth, because of this the basic workload is higher and there is no basis to distinguish themselves on membership numbers.

#### *Range of activities (for foundations)*

Because foundations do not have any members, the number of students directly benefiting from the activities shall be used for foundations. The greater *the scope of the activities*, the more weight this shall be given in awarding activism grants.

For a *foundation that manages a pub/clubhouse* the following conditions apply:

- The association or related foundation must be responsible for the management and run its own catering operations. This must be evident from the position and activities description;
- The management and operation of the pub or clubhouse cannot occur entirely during free time and thus encroaches on the 42-hour study week. The operation of the pub or clubhouse benefits a substantial portion of the student community;
- The management of the pub or clubhouse benefit a substantial part of the student community;
- If more than one association is the main tenant, the activism grants may be divided up proportionately among those associations, based on the division of tasks;
- The pub or clubhouse must be located in one of the union buildings;
- A maximum of 15 activism grants per pub/clubhouse shall be allowed for managing a pub/clubhouse. If the pub or clubhouse is shared by multiple associations or foundations, the distribution of the activism grants shall mutually be agreed on by the associations or foundations.

## **5. Additional and ad-hoc grants**

### General

A number of activism grants are available for additional and ad-hoc activities. For calendar year 2016 there are 524 grants available and for 2017 there are 503 grants (the difference is caused by Create Tomorrow which will take place in 2017 for which 21 grants are available). If there are activism grants left over after the grants, indicated in the basic list, are distributed, these grants may be used to award activism grants for additional or ad-hoc activities.

The Student Union and Umbrella Boards shall be responsible for initially checking whether the requests submitted satisfy the conditions. If the applications encompass more grants than are available, the Student Union shall make a joint recommendation with the Umbrella Boards.

### Activism grants for additional activities

An association or foundation may be eligible to additional activism grants if it *organizes an activity* which:

- Is in keeping with the nature of the association;
- Is special in nature or good for UT's image;
- Requires a substantial investment of time for the organization.

Also the activity must benefit a substantial part of the student community.

### Ad-hoc activism grants

For organizations wishing to organize an ad-hoc activity, ad-hoc activism grants may only be awarded if this activity has the following characteristics:

- The activity is special in nature;
- Organizing the activity cannot occur entirely during free time and thus encroaches on the 42-hour study week;

- The activity is good for the image of UT and/or Enschede as a student city;
  - The activity benefits a substantial portion of the student community.
- Organizations not on the basic list may also be eligible for ad-hoc activism grants, in order to encourage and reward initiatives by the student community.

Examples of ad-hoc activities:

- A National Student Championship;
- A conference;
- A festival;
- A performance series.

The establishment of an association may be regarded by the CPO as an ad-hoc activity. The CPO may award activism grants for such establishment; the SU will provide the CPO with a recommendation. The CPO must then state in writing the reasons for awarding or denying the grant. When a board is not eligible for grants from the basic activism grants list, the concerning umbrella may decide to allocate these board members with additional and ad-hoc grants.

## 6. Details of distribution of activism grants

### Associations

Student associations at the University of Twente are grouped by sector. Umbrella organizations govern the sectors. There are a total of five umbrella organizations: Sportkoepel for sports associations, Apollo for cultural associations, Fact for social clubs, UniTe for the international associations and the Overleg Studieverenigingen for the study associations. The recognition of the associations/foundations by the Union indicates under which umbrella organization each one falls under.

Associations or foundations that do not fall under one of these umbrella organizations are assigned to the 'Other' group, which falls under the auspices of the Student Union. Activism grants are also allotted according to the umbrella organization structure.

The following table shows the number of activism grants for the five umbrella organizations (Sportkoepel, Apollo, Fact, UniTe and Other).

| Sport umbrella / Apollo / Fact / UniTe/ Other |     |                                     |                                   |
|-----------------------------------------------|-----|-------------------------------------|-----------------------------------|
| Number of members                             |     | Max. number of activism grants p.p. | Maximum number of grants in total |
| 20                                            | 33  | 0                                   | 0                                 |
| 34                                            | 66  | 1                                   | 3                                 |
| 67                                            | 99  | 2                                   | 6                                 |
| 100                                           | 149 | 3                                   | 12                                |
| 150                                           | 199 | 4                                   | 20                                |
| 200                                           | 299 | 5                                   | 25                                |
| 300                                           | 399 | 6                                   | 30                                |
| >400                                          |     | 7                                   | 35                                |

*Example:*

*A sports associations has 60 members. This means that the sports associations exceeds the lower limit of 33 student members. This makes the board members eligible for 1 activism grant per person for a maximum of 3 board members. In the distribution this sports association is therefore listed for 3 activism grants.*

If an association decides to work with more board members, the grants may be split up (into full grants) and distributed over several students; however, the total number of grants remains the same. Logically follows from this table, that if a board decides to work with less board members, the total number of grants per person remains the same as in the table above is displayed and the maximum number of grants will be less.

*Example:*

*A culture association with 105 student members is entitled to up to 12 grants. The board has 6 board members. Each board member can apply for 2 grants.*

The number of grants that is distributed in the umbrella meeting 'Overleg Studieverenigingen' does not depend on the number of members per association, but is fixed according to the table below.

| <b>Overleg Studieverenigingen</b> |                                            |                                          |
|-----------------------------------|--------------------------------------------|------------------------------------------|
| <i>Number of members</i>          | <i>Max. number of activism grants p.p.</i> | <i>Maximum number of grants in total</i> |
| >100                              | 7                                          | 35                                       |

If an association decides to work with more board members, then the grants may be split up (into full grants) and distributed over several students; however, the total number of grants remains the same.

#### Umbrella board members

Board members of umbrella organizations are entitled to activism grants according to the table below.

| <i>Name</i> | <i>Max. number of activism grants p.p.</i> | <i>Maximum number of grants in total</i> |
|-------------|--------------------------------------------|------------------------------------------|
| Apollo      | 9                                          | 27                                       |
| Fact        | 3                                          | 9                                        |
| OS          | 3                                          | 9                                        |
| Sportkoepel | 9                                          | 27                                       |
| UniTe       | 3                                          | 9                                        |

If an umbrella board decides to work with more than 3 board members, then the grants may be split up and distributed (into full grants) among more than 3 board members. However, the total number of grants remains the same.

#### Pub/clubhouse/shop

In accordance with Article 4 of Annex B, the organizations entitled to activism grants for managing a pub/clubhouse/shop are shown in the table below.

| <i>Name</i>      | <i>Max. number of activism grants p.p.</i> | <i>Maximum Number of grants in total</i> |
|------------------|--------------------------------------------|------------------------------------------|
| Antigoon         | 3                                          | 15                                       |
| Asterion         | 3                                          | 15                                       |
| De Sevende Camer | 3                                          | 15                                       |
| Flux             | 3                                          | 15                                       |
| IAPC             | 3                                          | 15                                       |
| KSUT             | 3                                          | 6                                        |
| TRAM             | 3                                          | 15                                       |
| Vestingbar       | 3                                          | 15                                       |

If the board of a pub/clubhouse/shop decides to work with more board members than mentioned in the table above, then the grants may be split up and distributed (in whole numbers) among multiple students. The total number of grants remains the same.

### Category 3

The CvB has determined category 3 as follows:

| <i>Name</i>                                    | <i>Max. number of activism grants p.p.</i> | <i>Maximum number of grants in total</i> |
|------------------------------------------------|--------------------------------------------|------------------------------------------|
| Student Union                                  |                                            | 0                                        |
| Kick In Commissie                              | 12                                         | 72                                       |
| Create Tomorrow Commissie (eens per twee jaar) | 3                                          | 2016: 0<br>2017: 21                      |
| Solar Team                                     | 2016: 6<br>2017: 11                        | 2016: 90<br>2017: 165                    |
| Batavierenrace                                 | 10                                         | 40                                       |
| Apollo                                         | 9                                          | 27                                       |
| Fact                                           | 3                                          | 9                                        |
| Sportkoepel                                    | 9                                          | 27                                       |
| OS                                             | 3                                          | 9                                        |
| UniTe                                          | 3                                          | 9                                        |
| Greenteam                                      | 3                                          | 30                                       |
| Bedrijvendagen                                 | 6                                          | 36                                       |
| University Council                             | 5                                          | 45                                       |
| Robo Team                                      | 2016: 4<br>2017: 6                         | 2016: 32<br>2017: 48                     |
| Solar Boat Team                                | 2016: 3<br>2017: 4                         | 2016: 32<br>2017: 48                     |

If a committee/board from category 3 decides to work with more board/committee members, then the grants may be split up (into full grants) and distributed among multiple students. The total number of grants remains the same.

## 7. List for allocation of activism grants in calendar year 2016 and 2017

| <b>Category 1</b>   | <b>Category 2</b>      |            | <b>Category 3</b>                                     |                       |
|---------------------|------------------------|------------|-------------------------------------------------------|-----------------------|
| <i>Sub-budget 0</i> | <i>Dub-budget 1145</i> |            | <i>Sub-budget 2016: 458<br/>2017: 586</i>             |                       |
|                     |                        |            |                                                       |                       |
| <b>Study</b>        | <b>OS</b>              | <b>545</b> | Student Union                                         | 0                     |
| Ideefiks            | Abacus                 | 35         | Kick In Committee                                     | 72                    |
| Komma               | Alembic                | 35         | Create Tomorrow<br>Committee (once<br>every two year) | 2016: 0<br>2017: 21   |
| Onwijs              | Arago                  | 35         | Solar Team                                            | 2016: 90<br>2017: 165 |
|                     | Astatine               | 35         | Batavierenrace                                        | 40                    |
| <b>Apollo</b>       | Atlantis               | 20         | Apollo                                                | 27                    |
| Arabesque           | Communiqué             | 35         | Fact                                                  | 9                     |
| Bellettrie          | ConcepT                | 35         | Sportkoepel                                           | 27                    |
| Break-Even          | Daedalus               | 35         | OS                                                    | 9                     |
| Catch Up            | Dimensie               | 35         | UniTe                                                 | 9                     |
| Contramime          | Inter-actief           | 35         | Green Team                                            | 30                    |
| Fanaat              | Isaac Newton           | 35         | Bedrijvendagen                                        | 36                    |
| Foton               | Paradoks               | 35         | University Council                                    | 45                    |
| Pro Deo             | Proto                  | 35         | Robo Team                                             | 2016: 32<br>2017: 48  |
| StuBiBa             | Scintilla              | 35         | Solar Boat Team                                       | 2016: 32<br>2017: 48  |
| Stichting Fabel     | Sirius                 | 35         |                                                       |                       |
|                     | Stress                 | 35         |                                                       |                       |
| <b>Sports</b>       |                        |            |                                                       |                       |
| A la Kart           | <b>Apollo</b>          | <b>27</b>  |                                                       |                       |
| Gascogne            | 4 Happy Feet           | 12         |                                                       |                       |
| Hercules            | Chassé                 | 3          |                                                       |                       |
| High Tech Hitters   | MSO                    | 3          |                                                       |                       |
| Phoenix             | Musilon                | 3          |                                                       |                       |
| Sagittarius         | Nest                   | 3          |                                                       |                       |
| Stoottroepen        | SHOT                   | 3          |                                                       |                       |
| Stretchers          |                        |            |                                                       |                       |
| Vakgericht          | <b>Fact</b>            | <b>112</b> |                                                       |                       |
|                     | Aegee                  | 30         |                                                       |                       |
|                     | Alpha                  | 12         |                                                       |                       |
| <b>UniTe</b>        | Audentis               | 35         |                                                       |                       |
| ACSSE               | Taste                  | 35         |                                                       |                       |
| Buddy Committee     |                        |            |                                                       |                       |
| ISA                 | <b>Sports</b>          | <b>266</b> |                                                       |                       |
| IrNUT               | Aloha                  | 3          |                                                       |                       |
| L.A. Voz            | Arashi                 | 6          |                                                       |                       |

|                      |                            |            |  |
|----------------------|----------------------------|------------|--|
| PPIE                 | Arriba                     | 6          |  |
| PSA                  | Buitenwesten               | 6          |  |
| P-NUT                | Cabezota                   | 3          |  |
| UT-Muslims           | DHC                        | 20         |  |
|                      | DIOK                       | 6          |  |
| <b>Other</b>         | DKV Euros                  | 3          |  |
| BSC Duitenberg       | DRV Euros                  | 25         |  |
| Christian Fellowship | DZV Euros                  | 3          |  |
| Enactus              | Hardboard                  | 12         |  |
| GeneratelN           | Harambee                   | 25         |  |
| Hardstart            | Hippocampus                | 3          |  |
| Radix                | Klein Verzet               | 3          |  |
| RSK                  | Kronos                     | 3          |  |
| SNT                  | Linea Recta                | 6          |  |
| VCK                  | Ludica                     | 30         |  |
| VGST                 | Messed Up                  | 3          |  |
| WOT                  | Motorsportgroep            | 6          |  |
|                      | Piranha                    | 20         |  |
|                      | Skeuvel                    | 20         |  |
|                      | Slagvaardig                | 3          |  |
|                      | Slapping studs             | 3          |  |
|                      | Tartaros                   | 3          |  |
|                      | Thibats                    | 3          |  |
|                      | TSAC                       | 12         |  |
|                      | VV Drienerlo               | 30         |  |
|                      |                            |            |  |
|                      | <b>Pub/club house/shop</b> | <b>111</b> |  |
|                      | Antigoon                   | 15         |  |
|                      | Asterion                   | 15         |  |
|                      | De Sevende Camer           | 15         |  |
|                      | Flux                       | 15         |  |
|                      | IAPC                       | 15         |  |
|                      | KSUT                       | 6          |  |
|                      | TRAM                       | 15         |  |
|                      | Vestingbar                 | 15         |  |
|                      |                            |            |  |
|                      | <b>UniTe</b>               | <b>48</b>  |  |
|                      | AIIESEC-fulltime           | 30         |  |
|                      | AIIESEC-parttime           | 6          |  |
|                      | ESN                        | 6          |  |
|                      | IAESTE                     | 6          |  |

|  |              |           |  |  |
|--|--------------|-----------|--|--|
|  | <b>Other</b> | <b>36</b> |  |  |
|  | Ockham       | 6         |  |  |
|  | Kivi         | 6         |  |  |
|  | UniPartners  | 6         |  |  |
|  | Integrand    | 6         |  |  |
|  | NSE          | 12        |  |  |

### ***Cost calculation***

The ad-hoc/additional grants are intended to (also) reward activism in addition to the normal board work. This means, of course, that activism cannot be combined with an entire study week.

The total number of activism grants in 2016 is 2127 grants (including 524 grants for additional and ad-hoc activities) and in 2017 there are 2234 grants \*(including 503 grants for additional and ad-hoc activities). For calendar year 2016 the amount of a grant will be €281.57. The amount of the grant will increase/decrease yearly with the inflation/deflation.

## **THE APPLICATION IN PRACTICE:**

### How many activism grants will the student receive?

- Step 1. Does the student satisfy the conditions stated in the Activism Grants Regulation (for instance: full-time student, positive BSA, no pre-master student, etc.)*
- Step 2. The student's position must be with a recognized association/organization (see Appendix B).*
- Step 3. The student must check the Fixed Basic List for Activism Grants as to the maximum number of activism grants.*
- Step 4. The grant will be paid to the student after the calendar year is completed. The application must be submitted before 1 April through the online application form.*

### How many activism grants will I receive as an association?

- Step 1. Does the association satisfy the criteria for recognized associations? In other words, does the organization appear on the basic list?*
- Step 2. The association checks the number of grants to which it is entitled under the basic list.*
- Step 3. The association distributes the grants across the board members and/or committee members and submits the application form 1 April through the online application form.*

## **Annex C: Procedure additional and ad-hoc activism grants**

1. Yearly determination of the budget for additional and ad-hoc activism grants takes place in August preceding the concerning calendar year.
2. The board of the Student Union (SU), together with the umbrella boards, draws up a provisional application to divide the available activism grants for additional and ad-hoc activism grants and submit it at the CPO registry before December 1<sup>st</sup> of the year concerned. Eligible are:
  - a. Associations/foundations named in the basic list for activism grants FOBOS in category 1 till 3;
  - b. Organizations not named in the basic list for activism grants FOBOS, for example activities such as:
    - A national student championship;
    - A congress;
    - A symposium;
    - A festival;
    - A series of performances;
    - The foundation of an association.
3. The SU will discuss the provisional application of the grants with the CPO.
4. The SU contacts the umbrella boards in January after the year concerned, to discuss whether or not the activities mentioned in the provisional application have complied with the criteria and will give the CPO substantiated information in the exceptional case when activities are replaced by other activities.  
The definite application will be submitted at the CPO in January after the year concerned.
5. The associations/committees will submit the applications of the individual students before the 1<sup>st</sup> of April next to the year concerned.
6. The CPO registry files the applications of the individual students and ascertain their eligibility for activism grants and subsequently draws up the decisions to be send to the individual applicants.