

Exchange Application – Frequently Asked Questions

Thank you for attending the Study Abroad Fair! In this document you can find the answers to many general questions about going on exchange. We also advise you to visit our [website](#).

Destination orientation

How can I find out which destinations are available for my study program?

Our [Search Portal](#) is your first port of call for researching exchange options. On the starting page, you need to enter your study program and the academic year and semester when you want to go on exchange. You can specify any particular **continents** or **countries** that you are interested in, or you can leave these empty if you want to keep your options open. Once you have filled in your search criteria, click the blue **'Show details'** button on the bottom left:

Preselection exchange possibilities - Outgoing - Student

Home institution

Type of application ☐ Incoming ☒ Outgoing

Type of person ☒ Student ☐ Teacher / Staff

Study program at Tilburg University

when on exchange (*)

Academic year (*)

Semester (*)

Teaching language

Continent

Country

Partner institution

Study level at Tilburg University when on exchange ☐ Bachelor ☐ Master ☐ PhD

What are the host university's requirements? What are the courses like? What housing options does it offer? Do I need any special language ability?

All of these kinds of questions are answered in our **Search Portal**. From the list of search results after clicking 'Show details' on the starting page, click the **icon with the letter 'i'** to the left of the university name, for example:

Home institution	Host country	Partner institution	Partner no.
 Tilburg School of Economics and Management	Austria	VIENNA UNIVERSITY OF ECONOMICS AND BUSINESS	WU_Wien

Please remember that it is **your own responsibility** to ensure there are enough **suitable courses** for your study program at the partner universities you apply for, and that you meet any extra requirements that they indicate (for immigration, language proficiency, GPA, etc.). Any special requirements are mentioned in the information in the **Search Portal**.

A destination is mentioned on my study program Canvas / my friend went to this destination in the past, but now I don't see it in the Search Portal. Can I go there?

If you don't see a university listed under your study program in the Search Portal, you cannot go on exchange there. Some study programs list destinations on their Canvas pages, but these are not always kept up to date. Also our agreements with partner universities change over time, so partnerships that existed in the past may not have been continued. The **most accurate** and up to date information about destinations is always found in our [Search Portal](#).

How can I find out previous students' opinions about a host university?

Our **Experience Reports** were written by students who went on exchange in the past. You can find them on our [website](#) or via the [Search Portal](#) (click "Experience Reports" in the top left).

Study planning and study requirements

When can I go on exchange?

Most Bachelor study programs have a [fixed semester](#) when you should go on exchange, either the fall or the spring semester. This is known as the "**mobility window**". For Master students this is often more flexible. Questions about how to fit an exchange into your study plan should always be directed to your [TiU Education Coordinator](#) well in advance of the application deadline.

Can I go on exchange for longer than one semester?

No, exchanges are always **one semester only** even if the partner university would be willing to host you for longer. This is to ensure that as many students as possible get to take a semester spot in the exchange program.

Does going on exchange mean I will have a study delay?

There is only one Bachelor program where going on exchange means incurring a study delay: **Ondernemingsrecht**. For **all other Bachelor** students, you will not have a study delay as long as you go on exchange during your designated mobility window and complete a full semester schedule successfully. For **Master** students, an exchange is "**on top of**" your regular program, and so usually causes a study delay of one semester. All questions about **study planning/delay** should be directed to your [TiU Education Coordinator](#) well in advance of the application deadline.

What level of courses am I allowed to take during my exchange?

Bachelor students must take **Bachelor level courses** and **Master students** must take **Master level courses**. Bachelor students in general cannot take Master courses and Master students in general cannot take Bachelor courses. Any exceptions to these general guidelines must be discussed with your [TiU Education Coordinator](#).

Can I go on exchange during my pre-Master?

No, an exchange is always during your **Bachelor** or **Master**. There is unfortunately no possibility to go on exchange during a pre-Master, as many overseas partner universities do not have an equivalent level at their university.

I am a Bachelor student now. Can I already apply for the exchange I want to do during my Master, or do I have to wait until my Master has started?

You are indeed allowed to apply for your Master exchange even if you have not started your Master yet. Remember to enter your **future Master program** (not your current Bachelor program) in the **Search Portal** when searching for destinations. You must be **registered** for the Master program by the time your exchange begins.

Application process

What requirements are there from Tilburg University before I can go on exchange?

Bachelor students must have obtained [sufficient ECTS](#) before being able to apply for an exchange. There are exceptions for students who have not obtained sufficient ECTS due to **special circumstances** like illness, personal issues, etc. For us to consider an exception, you must have an **active case** with the [Student Deans](#) for the current academic year. Master students do not have an ECTS requirement.

When do I need to apply?

There are [5 application deadlines](#) per academic year. **All spots at all host universities for both semesters** are available at the November deadline. For deadlines after November, there are fewer options as they were allocated to applicants from previous deadlines. To apply at one of the later deadlines, wait **at least 6 weeks** after the previous deadline. This ensures we have finished processing applications from the previous deadline and that the Search Portal is fully accurate again.

In the weeks before the November deadline, we will host several **information sessions** to help you to prepare a strong application. You can also watch a **recording** of last year's session on our [Canvas page](#). You are strongly recommended to attend a session before submitting an exchange application. All sessions are the same, so you only need to attend **one**.

Can I go on exchange together with my friend/relative/partner?

We assess applications **individually** and **will not** reserve multiple spots so that friends, couples, etc. can go on exchange together. You are welcome to apply for the same destination as someone else, but we cannot guarantee that you will be selected for the same destination.

Selection process

How do you assess my application? And when will I find out the results?

The selection process is explained on our [website](#). We look at several factors: your **GPA** (taken from Osiris on the same date as the application deadline), **course selection**, **motivation for courses**, and whether you meet any **extra requirements** set by the host university such as language ability. We aim to inform you of the outcome within **4 weeks**. If your application is unsuccessful, you can apply again at the next deadline.

What are my chances of being selected for my preferred university?

Unfortunately, we cannot give an accurate answer to this question as it depends on variables that we have no insight into until after the application deadline, such as how much **competition** there is for specific destinations and the **quality** of your application. We can never guarantee that you will be allocated to your first choice and expect all students to be **flexible** and only enter destinations they would actually be willing to go to.

Assistance from the Study Abroad & Exchange Office

Should I make an appointment at the Study Abroad & Exchange Office?

It is **not mandatory**; you only need to make an appointment if your questions are not already answered by our website, Search Portal, and information sessions. All appointments will be held online via MS Teams and should be made via the [Office booking system](#). Please note that we will not answer general questions about the exchange process during these appointments, as you can already find the answers to these questions via our website and the information sessions.