

# ROTTERDAM SCHOOL OF MANAGEMENT ERASMUS UNIVERSITY

## FACTSHEET BACHELOR EXCHANGE PROGRAMME 2017-2018

### Bachelor Exchange Programme

Rotterdam School of Management, Erasmus University  
International Office, Mandeville Building, Rooms 5-24, 26, and 30



RSM corporate movie : [www.rsm.nl/about-rsm/](http://www.rsm.nl/about-rsm/)  
RSM campus video : [www.youtube.com/watch?v=GY-XsrW8gp8](http://www.youtube.com/watch?v=GY-XsrW8gp8)

### Accreditations, ranking and networks

RSM consistently achieves a competitive position in national and international rankings. RSM is ranked amongst Europe's top tier business schools and is one of Europe's top 10 research facilities. The School is one of a select group of schools worldwide with 'triple crown' accreditation from EQUIS, AACSB, and AMBA. RSM is a member of CEMS, the global alliance in management education and PIM, the Partnership in International Management. The school has extensive connections with the corporate world with Deloitte, Eastman and Shell Netherlands BV among our corporate partners.



### International Office: two buildings, one team

The International Office is the first point of contact for new students exchange agreements and is the hub of communication for RSM's network of more than 150 business schools around the world. Each year the International Office at RSM facilitates around 600 students to take part in the bachelor, master and MBA exchange programmes. Our team operates from two locations at RSM's main campus: Bachelor and master exchanges in Mandeville (T) Building. MBA exchange activities take place in Bayle (J) Building.

Bachelor Exchange Programme: [www.rsm.nl/rsm-for-your-exchange/bachelor-exchange](http://www.rsm.nl/rsm-for-your-exchange/bachelor-exchange)

Master Exchange Programme: [www.rsm.nl/rsm-for-your-exchange/master-exchange](http://www.rsm.nl/rsm-for-your-exchange/master-exchange)

MBA Exchange Programme: [www.rsm.nl/rsm-for-your-exchange/mba-exchange](http://www.rsm.nl/rsm-for-your-exchange/mba-exchange)



Linda



Ligaya



Ellen



Karin



Ellen



Jacky



Eva

The business school that thinks  
and lives in the future

## Application Bachelor Exchange Programme

### Admission requirements

To take part in an exchange with RSM, students must:

- Be in the third-year of their bachelor studies
- Be nominated by one of our partner schools before the deadlines shown below
- Have good English-language skills, with a TOEFL score of 575 or above in the paper-based test or 90+ in the online test, or an IELTS score of 6.5; level B2.2 (Common European Framework) or written proof of a comparable level of English. Native English speakers and students whose entire study programmes are taught in English are exempt
- Submit their application before the deadlines shown below

### Nomination deadline:

Autumn term: 1 May  
Spring term: 1 October

### Students' application deadline:

Autumn term: 15 May  
Autumn term: 15 October

**After nomination:** students will receive a welcome email which contains instructions for the online application, more information and a checklist to help them prepare. It includes information about visas, residence permits and accommodation.

### Required documents to be sent digitally:

**Step 1:** Completed RSM Bachelor Exchange on-line application including uploads of:

- 1 digital passport size photo (.jpg)
- Copy/scan of personal details page of passport
- Copy/scan of a recent transcript (or academic report) showing grades, from the first year to the latest results
- Proof of proficiency in English (for non-native speakers only)

Upon receipt of these documents students will be given further information about:

**Step 2:** Visa and residence permit checklist

**Step 3:** Student ID form

**Step 4:** All other relevant information (courses, accommodation, calendar)

### Additional documents for students who need an entry visa (TEV) and/or residence permit (REF):

- Completed visa and /residence permit application forms
- Proof of sufficient funds for the duration of the exchange (at least € 900 per month).  
The total amount (for example € 3,600 for 4 months) plus the fee for the visa (€ 311) must be transferred to RSM. Students will be refunded within 2 weeks after opening a Dutch bank account.
- Copy of valid passport including the personal details page.

**Visa requirements are subject to change. For the latest information:** [www.nuffic.nl/en/entry-residence/visa-wizard](http://www.nuffic.nl/en/entry-residence/visa-wizard).

## Academic calendar 2017-2018

RSM courses are based on the three-term trimester. Visiting exchange students are welcome for 1, 2 or 3 trimesters.

Trimester 1: end of August or first week of September to end of November or December

Trimester 2: beginning of January till end of March

Trimester 3: April to end of June

Students are expected to stay at RSM until they have completed their final exams. All exam re-sits take place in Rotterdam in July. Students can decide if they want to keep this option available. If so, they will need to stay longer in Rotterdam. It is not possible to arrange scheduled exams or re-sits on other dates, times or places, nor to make special arrangements with teaching staff. Students are not permitted to arrive late for the Exchange Programme. All exchange students must attend the compulsory introduction programme in autumn and spring. In autumn, this takes place in the week prior to the start of the Bachelor Exchange Programme. In spring it takes place, during the first week of Trimester 2.



## Curriculum

### Courses

Bachelor exchange students can choose courses from the curriculum of the Bachelor of Science in International Business Administration (BScIBA). Here is a video, made by RSM students, about this programme: [www.youtube.com/watch?v=9rdd\\_9U2owg](http://www.youtube.com/watch?v=9rdd_9U2owg)

### Course Manuals

Course manuals can be found on the Current Students webpage: <http://www.rsm.nl/information-for/current-students/bachelor-iba/>.

### Minors

In Trimester 1, exchange students can also participate in **one** minor lasting for 10 weeks with a workload of 15 ECTS.

Minors offered at RSM can be found here: [www.rsm.nl/bachelor/rsm-minors/](http://www.rsm.nl/bachelor/rsm-minors/).

### International business: the Dutch way

This course has been specially designed for exchange students to introduce them to the Dutch business environment and its economic and cultural settings. Economic analyses are examined and discussed in the context of European and Dutch cultures. Special attention is given to recent developments in large international companies located in the Netherlands. Students will become familiar with several Dutch companies, each showing a different aspect of doing international business in the Netherlands, and will work on an assignment for each one. There are two types of mandatory assignments in this course; small assignments to prepare for company visits and two large assignments in the form of business challenges, linked to guest lectures from two large Dutch companies. This course is offered in spring only. In the future it might be offered in fall as well. For this course no books or readers need to be purchased. The only costs involved are around €50, - for the organization of the visits (transportation, guides etc.). Students will be informed on how and when to pay this fee.

### Courses at other faculties

Next to the courses at RSM, students will have the option to select a course from one of the other schools at Erasmus University (school of Economics and Medicine excluded). The link to the course offer per school will be mentioned on the Course Registration Form which will be sent to the selected student(s).

### Course registration

Students will receive instructions for registering for courses after they have been admitted to the Exchange Programme.

## Learning expectations: course workload and examinations

**Language of instruction:** All courses are taught in English.

The full-time workload is 20 ECTS per trimester, equivalent to 560 study hours. The minimum workload for bachelor exchange students is 15 ECTS per trimester, and the maximum is 30 ECTS. This is non-negotiable. Exams are taken at the end of each course. Assessments are based on written or take-home exams, progress reports, in-class presentations, group performance and essays.

All re-sits take place in July, in Rotterdam. It is not possible to take re-sits at any other time or in other locations. It may be permissible for exchange students to do re-sits at their home university in exceptional circumstances if the student makes a written application, in good time, to the programme manager of the Bachelor Exchange Programme. It must be proven that taking the re-sit in Rotterdam is not possible. An internship or tickets for early travel do not count as exceptions:

- The re-sit must be taken at exactly the same day and time as in Rotterdam;
- The home university must co-ordinate and supervise the exam.

### Class format and profile

International Business Administration classrooms have a truly international and multicultural atmosphere. Students from all over the world, representing more than 80 nationalities, mix with each other and with our international staff. Students learn to look at business problems from different cultural angles and to research thoroughly and systematically.

## Grading

The Dutch grading system uses grades 1 to 10, with 1 being the lowest and 10 the best. Grades are generally given to one decimal place. Grades with a 0.4 or lower will be rounded down, and grades with a 0.5 or more will be rounded up.

Transcripts from students in our exchange programmes will show grades to one decimal place.

See also: [www.rsm.nl/rsm-for-your-exchange/bachelor-exchange/programme-overview/grading-scale/](http://www.rsm.nl/rsm-for-your-exchange/bachelor-exchange/programme-overview/grading-scale/).

## In our exchange programmes students will experience:

- top-class professors in RSM's globally oriented faculty
- a curriculum taught entirely in English
- global classmates representing 40 up to 80 nationalities
- a lively and close-knit student body
- our buddy system; where students show them around the university and the city and help out with practical matters
- a well-organised introduction programme
- appealing guest speakers from the corporate world
- a stimulating and interactive learning environment

## Exchange students will have access to:

- accommodation either on or off campus; Rotterdam is an ideal location – an international corporate hub at the commercial heart of Europe. There is high demand for short-stay student accommodation. Information about housing in Rotterdam is on the EUR-website [http://www.eur.nl/english/campus\\_facilities/facilities/housing/](http://www.eur.nl/english/campus_facilities/facilities/housing/). Accommodation can be pre-arranged with the housing corporation Stichting Studenten Huisvesting (SSH) which provides rooms and apartments either on campus or in neighborhoods near the university or in the city center. All apartments are fully furnished. SSH uses an on-line booking system, see <http://sshxl.nl/en>. Incoming students can also use [www.housinganywhere.com](http://www.housinganywhere.com); [www.roomplaza.com](http://www.roomplaza.com) or [www.thestudenthotel.com](http://www.thestudenthotel.com)
- RSM Career Services department, the link to local and international companies for all RSM students. Its range of services are internship or career focused. [www.rsm.nl/career-services](http://www.rsm.nl/career-services)
- language courses, including Dutch for beginners to ease your introduction to Dutch life, offered by the Language and Training Centre: [www.eur.nl/ltc](http://www.eur.nl/ltc)
- cultural activities, organised by Studium Generale: [www.eur.nl/english/sgerasmus](http://www.eur.nl/english/sgerasmus)
- Erasmus Student Network Rotterdam (ESN-Rotterdam) which co-operates closely with EUR's International Offices to enhance academic and social experiences for international students in Rotterdam. It organises a wide range of social activities and weekly international drinks receptions, at which international students can meet. They also offer city trips, sporting activities, musical and cultural events. ESN-Rotterdam's activities are posted on their Facebook page and at our university's website: [www.facebook.com/pages/ESNRotterdam/110483115720622?fref=ts](https://www.facebook.com/pages/ESNRotterdam/110483115720622?fref=ts). / [www.esn-rotterdam.nl/](http://www.esn-rotterdam.nl/). Check the video where ESN introduces itself: [www.youtube.com/watch?v=tqadISHAVEg](https://www.youtube.com/watch?v=tqadISHAVEg)
- the largest and most professionally run student-led organisation of its kind in Europe, the Study Association RSM (STAR); with more than 6,500 members. It organises a wide range of events, including the largest on-campus recruitment event in the Netherlands, conferences, special guest lectures, parties and social drinks. [www.rsmstar.nl](http://www.rsmstar.nl)

## Entry visa and residence permit

RSM's International Office can give individual assistance to students requiring an entry visa and/or residence permit for the Netherlands. Students must submit completed documents to the International Office to begin the accelerated application process. Approved visas must be collected from the Dutch embassy or consulate in their home country, or their country of residence.

[www.rsm.nl/rsm-for-your-exchange/master-exchange/practical-information-need-to-know/visa-immigration/](http://www.rsm.nl/rsm-for-your-exchange/master-exchange/practical-information-need-to-know/visa-immigration/)

## Costs of Living

The estimated costs for a period of 4 months are € 4,500. These costs include visa and/or residence permit (if applicable), living expenses, health insurance (mandatory), books, readers. However, personal spending patterns vary and this indication is intended only as a rough guide.

