

# **LUMC International Experience Scholarship (Extended Stay) Regulations**

## Article 1: Objective

1.1 The scholarship is exclusively granted for the following intra-curricular activities (i.e., linked to ECTS allocation by Leiden University) conducted abroad:

- Education;
- Research;
- Internship;
- Clinical internships/rotations.

1.2 The scholarship is only available to students enrolled at Leiden University in at least one of the academic bachelor's or master's programs of LUMC.

## Article 2: Eligibility Criteria

2.1 The scholarship is only awarded to students who have successfully completed the mandatory components of the first-year (propaedeutic) phase as stipulated in the applicable Education and Examination Regulations.

2.2 If the Erasmus+ scholarship or the LUMC Suriname Studenten Scholarship can be applied for, the International Experience Scholarship (Extended Stay) cannot be requested.

2.3 The duration of the international activity must be at least four weeks and no longer than one year.

2.4 The study component or educational program at the host institution must be recognized as university-level education (ECTS or equivalent).

2.5 The activity must be approved as part of the curriculum by the relevant mandated body (such as the scientific committee, clinical internship coordinator, or minor committee).

## Article 3: Application and Award Process

3.1 All scholarships are awarded based on eligibility criteria and available budget.

3.2 Applications must be submitted through the designated digital application form.

3.3 Scholarships are awarded by means of a lottery.

3.4 There are multiple application deadlines. The deadlines and corresponding activity periods are as follows:

<b>Application deadline</b>	<b>Activity takes place in period</b>
April 1	June, July, August
July 1	September, October, November
October 1	December, January, February
January 1	March, April, May

3.5 A scholarship may be applied for multiple times during a student's academic career and can be awarded once during the bachelor's program and once during the master's program.

3.6 Students applying for the first time will be given priority in the lottery over students who have previously received the scholarship.

3.7 The scholarship amount is €400.

3.8 Applications will be assessed based on the eligibility criteria outlined in Article 2.

3.9 The student will be informed of the decision regarding their application within 10 working days after the nearest application deadline (as stated in Article 3.3).

#### Article 4: Cancellation and Appeals

4.1 The student must fully reimburse the scholarship if they do not proceed with the international experience.

4.2 Appeals regarding decisions related to the processing of awarded scholarships can be submitted digitally to the International Office of the Directorate of Education and Training ([intoff@lumc.nl](mailto:intoff@lumc.nl)) for a decision by the dean. The procedure is as follows:

- If a student disagrees with a written decision regarding the final scholarship determination, they may submit an appeal to the dean of LUMC.
- The appeal must be submitted digitally to the International Office ([intoff@lumc.nl](mailto:intoff@lumc.nl)) within 30 working days from the date of the decision.
- The appeal must include:
  - The name and address of the appellant;
  - The date and signature;
  - The grounds for the appeal and justification;
  - A description of the decision being appealed, with a copy of the decision attached.
- If the appeal is submitted on time and is complete, the student will receive a confirmation of receipt. A substantive response to the appeal will be provided within 30 working days.
- If the appeal is not submitted within the deadline, it will not be processed.

Article 5: Publication

The regulations are established by the dean and published on the university website.

Article 6: Effective Date

These regulations will take effect on January 1, 2025.