

## 30 OER Aeres University of Applied Sciences Admission procedure Master

The Assessment Committee presents all candidates deemed suitable to the Examination Committee, well before the start of the course. All candidates must be enrolled in the course by 1 August before the start of their year's cohort.

The Examination Committee comes to a binding decision on the admission of the candidates, thereby guaranteeing compliance with the academic and administrative requirements of the course and the Higher Education Act in the Netherlands. The Examination Committee keeps files proving this compliance, open only to those authorised to compile, assess or value the contents.

### **Requirements**

#### **Admission step A: Formal Compliance (between September and end of June preceding the start of the course)**

Candidates seeking admission to the Agribusiness Development (MAD) or Food Systems Innovation (MFSI) Master programme must meet the following requirements:

1. Minimum of a successfully completed relevant<sup>1</sup> Bachelor's degree or equivalent. The equivalence of the degree is decided on the basis of formal degree valuation as practiced in higher education in the Netherlands.
2. The degree must be authenticated by the Nuffic Valuation service in all cases of unfamiliar provenance.
3. If the degree stems from a university with which Aeres UAS Dronten/Almere has a formal co-operation agreement based on degree comparison and equivalence in the European Qualification Framework or the Unesco Code of Higher Education or similar recognised qualification systems, or if it stems from an NVAO recognised course of correct standing and accreditation, no valuation is required.
4. **For master MAD:** Candidates with less than the minimum academic requirements but claiming relevant work experience must undergo a formal Prior Learning procedure at Aeres UAS Dronten before admission. To this end, Aeres UAS Dronten maintains its accreditation as a Prior Learning Evaluation Centre.
5. Compliance with the Netherlands Code of Conduct for international students, to which Aeres UAS Dronten is a signatory. The rules set out in the Code for Master students are expressly valid for MAD candidates, which includes the level of proficiency in English. The version of the Code of Conduct valid for 2019-2020 is available at:  
[http://www.internationalstudy.nl/images/Herziene\\_Gedragscode\\_Engels\\_tcm32-22629.pdf](http://www.internationalstudy.nl/images/Herziene_Gedragscode_Engels_tcm32-22629.pdf).
6. **For master MAD:** A minimum of proficiency in Statistical Analysis. Students will have mastered:
  - a. Introduction to descriptive statistics;
  - b. Paradigms for position and spread;
  - c. Chance calculation based on distribution (normal and binomial);
7. Proof of (provisional) residence permission in the Netherlands.

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<sup>1</sup> The Examination Committee assisted by the Assessment Committee decides which degrees or equivalent prior learning are relevant to the successful completion of the course. These decisions are documented in the candidates' files

8. Passport, Birth Certificate, proof of compliance with the Immigration Regulations in the Netherlands, including relevant Work Permits or a Work Permit Waiver for Study.
9. **For master MAD:** A motivation essay by the candidate outlining expected educational, career and civic effects of the master course. This essay is accompanied by the student's profile description of himself or herself regarding entrepreneurial behaviour.  
**For master MFSI:** A motivation letter by the candidate clearly demonstrating why the candidate wants to take part in the master programme. This letter is accompanied by the student's profile description of himself or herself in a resume.
10. Students who need to pay the institutional tuition fee need proof of financial compliance, sponsoring or support. 50% of the course tuition fee must be paid before September 1<sup>st</sup> of the year's cohort.

The candidate then has an interview with members of the Assessment Committee detailing the format of the course and explaining its contents. The positive interview and the verification of formal proof of prior learning and administrative demands lead in case of the master MAD to step B in the Admission. The Assessment Committee's report of the first phase also contains an assessment of motivation and suitability of the candidate both for the chosen profile and as to academic ability to underpin development by applied research.

**Admission step B for master MAD: Entrepreneurial Compliance (ends no later than 10 August preceding the start of the course)**

The second step in the admission procedure leads to the following proof for inclusion in the admission file:

11. Two positive letters of reference detailing character and academic or entrepreneurial characteristics of the candidate.
12. A signed contract with a Master Company or equivalent allowing the student to study and work in the same company for twelve months, detailing access to data, personnel and proving the provision of coaching in the company. The company will have included arguments for providing the candidate with a place.
13. Students who need to pay the institutional tuition fee need proof of financial compliance, sponsoring or support. 50% of the course tuition fee must be paid before September 1<sup>st</sup> of the year's cohort.
14. A positive evaluation report of the candidate by the assessment committee. The report details motivation and suitability of the candidate both for the chosen profile and as to academic ability to underpin development by applied research.

Proof of all these requirements will be kept in the candidate's university file.

All candidates undergo at least one interview, detailing the format of the course and explaining its contents and requirements. The interview can be held in person or through VOIP or Skype.

**Steps in the admission**

- a. The assessment committee decides on the conformity with prior learning requirements, the code of conduct regulations vis a vis language, and statistical analysis, as well as the motivation essay, profile and references. This step is completed before June 1<sup>st</sup> in the year of the student's arrival.
- b. The student completes the contract with the Master Company, presents an outline of his or her first assignment, and provides proof of financial compliance before August 10<sup>th</sup> preceding the start of the course.