

Education and Examination Regulations

2024-2025 Language and Prep Program, university of applied sciences profile: Nature, Technology and Health

The present document including appendices describes the Education and Examination Regulations for the Language and Prep Program (LPP) at HAN University of Applied Sciences (HAN). This document, which is intended for the program participants, contains the study program, practical information and the rules for the LPP.

This document was drafted in accordance with the Policy Guideline issued by the Dutch Minister of Education, Culture and Science on 25 May 2021, no. MBO/25782734, for existing institutions without an official program for other education, specifically statutory requirement 4 under article 7.4.8 of the Dutch Adult and Vocational Education Act (*Wet Educatie en Beroepsonderwijs*, WEB).



Education and Examination Regulations for the Language and Prep Program

**University of applied sciences profile: Nature,
Engineering and Health for the 2024-2025 academic
year**

Contents

1. Introduction and guide for the reader	1
1.1 Introduction	1
1.2 Reader guide	1
1.3 Glossary (key definitions listed in alphabetical order).....	2
2. Education	5
2.1 Purpose of the Language and Prep Program.....	5
2.2 LPP profiles HAN and RU	5
2.3 Structure of the LPP	6
2.4 Structure of the education	8
2.5 Evaluation of the education	8
2.6 Coaching.....	8
2.7 Progress advice.....	9
3. Examination and assessment.....	11
3.1 Format, order, number of opportunities	11
3.2 Awarding and announcing grades for institution-administered exams.....	11
3.3 Irregularities, fraud and plagiarism.....	11
4. Certificate and transfer on completion of the LPP.....	13
4.1 How to earn your certificate	13
4.2 Graduation ceremony	13
4.3 Transferring from the LPP to your further studies	13
5. Board of Examiners and Appeals Board	14
6. Applicability of the Education and Examination Regulations	15
6.2 Adoption	15
6.3 Validity and effective date	15
7. Other rules and information	16
8. Contact details	17

1. Introduction and guide for the reader

1.1 Introduction

In these Education and Examination Regulations (EER) you will find the rules about the courses, tests and exams of the Language and Prep Program (LPP) at HAN. The EER apply to every participant who is enrolled with HAN and who is following HAN's LPP. Some of those participants will switch to Radboud University (RU) during the program. Their enrollment with HAN will then be canceled, and they will enroll with Radboud University instead. From the moment a participant transfers to the RU, this EER no longer applies to them. Instead the EER of the RU will apply.

The reader guide below explains which chapters to see for the various rules. The glossary presented in [Chapter 1.3](#) explains the meaning of the most important terms used in the EER.

Participants fall not only under the EER, but also under the Participants' Charter for HAN's LPP, which describes the rights and obligations of participants in the LPP. Participants who transfer to RU come under the Participants' Charter at RU as soon as they transfer.

1.2 Reader guide

[Chapter 2 Education](#) describes the goals and exit qualifications for the LPP, how the program is taught and what is provided in terms of coaching and support.

[Chapter 3 Exams](#) provides information on exams and assessment: form, sequence, number of opportunities, rules for the administration of tests and exams, assessment, exam review and adjustments for participants with disability. This chapter also explains the rules on plagiarism and fraud, and how HAN deals with this.

[Chapter 4 Diploma and transfer after conclusion of LPP](#) contains the rules on graduation. What does it take to complete the LPP and be awarded a certificate?

[Chapter 5](#) contains details on the Complaints Committee, **the Board of Examiners and the Examination Appeals Board**. It explains what to do if you have a complaint, and in what situations you can lodge an appeal with the Examination Appeals Board.

[Chapter 6 Applicability of the Education and Examination Regulations](#) describes who and what is covered by the EER, when they are in effect and how they are adopted.

[Chapter 7 Other regulations and information](#) briefly discusses important regulations applicable to the Education and Examination Regulations.

In addition to this EER, please read the documents [Course Descriptions](#), [Participants' Charter](#), [Examination Regulations](#), [Regulations of the Board of Examiners](#), [Regulations for Legal Protection of Decisions Concerning Education \(Examination Appeals Board\)](#). These underlined documents are linked and available to the participant on OnderwijsOnline.

1.3 Glossary (key definitions listed in alphabetical order)

The following definitions are used in the EER:

Basic course	A component of a Language and Prep Program for which exit qualifications have been established by Ministerial Decree under article 7.3.3, paragraph 1, of the WEB and that is a requirement for the participant to be admitted to their further studies.
Assessment	The process of establishing to what extent the participant meets the requirements that have been defined for a particular course or component of a course.
State Exam	A centrally administered exam or exam component, consisting of tests that have been established by the Dutch Board of Tests and Examinations (<i>College voor Toetsen en Examens</i>), within the meaning of article 2, paragraph 1, of the Dutch Board of Tests and Examinations Act (<i>Wet College voor toetsen en examens</i>), and that is administered by or on behalf of the institution in accordance with the relevant requirements established by or pursuant to an order in <u>council</u> .
Examination Appeals Board	The board, within the meaning of article 7.5.1 of the WEB, that reviews a participant's appeal against a specific decision made by HAN or by RU.
Contact hours	The number of hours of actual contact between a participant or group of participants and one or more members of a didactic team (class hours, project hours, mentoring hours, group assignments).
Participant	Someone who is enrolled in HAN's LPP.
Exit qualifications	Clear and concrete objectives in terms of knowledge, understanding and skills and possibly attitudes that a participant should have mastered by the time the program is completed.
Recognition of Prior Learning (<i>Erkenning Verworven Competenties, EVC</i>)	Recognition of prior learning gained outside the program that leads to a Certificate of Prior Learning from Nationaal Kenniscentrum EVC, the Dutch research center for recognition of prior learning.
Examination and assessment	The process of deciding on the substance and level of exams for a professional training program, the procedures and terms for administering exams and the process of establishing the outcome of exams.
Exam component	A component of an exam for a language and prep program.
HAN	HAN University of Applied Sciences. This abbreviation is used in internal documents to make them easier to read.
IDW, the International Credential Evaluation	The Dutch organization responsible for international credential evaluation. You can obtain your international credential evaluation on www.idw.nl . To find out more, visit https://www.idw.nl/en/inburgering/
Indication of Educational Level	If you no longer have any of the paperwork documenting your previous education, you can still apply for an international credential evaluation. After you answer a series of additional questions about your educational background, an Indication of Educational Level will be drawn up. The Indication of Educational Level explains what level of Dutch education your educational background compares with. This is an estimate.
Enroll	OSIRIS uses the term "enroll" for registering for courses, exams and modular exams.

Civic integration options	The available options provided by the municipality for an integrating participant to comply with the learning pathway established for them based on the broad intake.

Civic integration obligation	The obligation to integrate within the meaning of article 6 of the Dutch Civic Integration Act 2021 (<i>Wet inburgering 2021</i>), consisting of: a. completing the participation statement process; b. completing the Labor Market & Participation Module; and c. passing the civic integration exam, completing the education pathway (including the State Exam for Dutch as a Second Language and the Knowledge of Dutch Society module) or completing the self-reliance pathway.
Integrating participant	A person who is under a civic integration obligation under the Dutch Civic Integration Act 2021 (<i>Wet inburgering 2021</i>), and accordingly is required to complete the participation pathway and the Labor Market & Participation module, the education pathway (including the State Exam for Dutch as a Second Language and the Knowledge of Dutch Society module) or the self-reliance pathway.
Institution-administered exam	Exams or tests administered by the institution (HAN Language Center).
Knowledge of Dutch Society	Knowledge of Dutch Society is a mandatory central civic integration exam, which is administered by DUO.
Specific course	A component of a language and prep program for which exit qualifications have been established by Ministerial Decree under article 7.3.3, paragraph 1, of the WEB and that the competent authority believes is necessary for the participant to be admitted to their further studies.
Mentor	An employee charged with coaching one or more participants.
Education pathway	The learning pathway within the meaning of article 8 of the Dutch Civic Integration Act 2021 (<i>Wet inburgering 2021</i>), consisting of the LPP, including passing the State Exam for Dutch as a Second Language and completing the Knowledge of Dutch Society module.
Osiris	HAN's digital study information system.
Participation statement process	A pathway in which the participant learns the meaning of the core Dutch values of freedom, equality, solidarity and participation. The pathway is completed when the participant signs their participation statement, confirming that they understand the values and rules of Dutch society, that they respect them and that they wish to make an active contribution to society.

Portfolio	A digital folder for gathering evidence that the participant has developed their study skills and explored their choice of education and career path, for example reflection and project reports, reports of mentoring sessions, presentations and assignments.
RU	Radboud University. This abbreviation is used in internal documents to make them easier to read.
Study load in hours	A unit of 60 minutes that is spent on study and that is used to measure the study load of each unit of study.
Academic Year	A period starting on 1 September and ending on 31 August of the following year.
Study progress requirement	The standard set by the program that the participant must meet in order to receive a positive progress recommendation.
LPP	Language and Prep Program This abbreviation is used in internal documents to make them easier to read.
Exemption	A decision made by the Board of Examiners that a participant does not have to take exams relating to one or more specific units of study. This decision is based on the board's opinion that the participant has already mastered the required knowledge, understanding, competences and/or skills and (if relevant) attitude.
WEB	The Dutch Adult and Vocational Education Act (<i>Wet op Educatie en Beroepsonderwijs</i>).

2. Education

2.1 Purpose of the Language and Prep Program

The Language and Prep Program (also: LPP) is intended for anyone who is taking part in a civic integration program and who wishes to prepare for studies in the Dutch higher education system. The LPP teaches you knowledge and skills in preparation for admission to a degree program at a university of applied sciences or research university. You will also work on mastering a study attitude that will help you to successfully complete your studies. At the same time, you will prepare for the civic integration State Exams for Knowledge of Dutch Society and Dutch as a Second Language, level B2.

Admission to the LPP is subject to the following entry requirements:

- A non-Dutch credential rated as equivalent to MBO-4 or HAVO-5 or better, or (if you were unable to bring your credentials with you or cannot request a copy from your country of origin) an Indication of Educational Level issued by IDW at MBO-4 or HAVO-5 or better. An International Credential Evaluation or an Indication of Educational Level can both be requested from www.idw.nl.
- Sufficient capability to learn and motivation to complete a higher education program in the Netherlands.
- Basic knowledge of the English language (around A2 level).

In some situations it is possible, by way of an exception, for someone who has nearly completed their secondary education at HAVO-5 level to qualify for participating in the LPP. In those cases, admission is based on motivation, the results of the intake interview and, where relevant, the grades for the intake tests for English and Mathematics B at HAVO-3 level.

2.2 LPP profiles HAN and RU

1. HAN's LPP offers one graduation profile:
 - a. University of applied sciences profile Nature, Technology and Health.
2. The LPP at RU has two graduation profiles:
 - a. Research university profile Society, Economics and Information Technology,
 - b. Research university profile Nature, Technology and Health.
3. The LPP consists of two phases of one year each. Each phase has two semesters. All participants start the LPP at HAN and are enrolled at HAN. In semester 1 of phase 2 it will be determined whether the participants finish the LPP at the HAN or transfer to RU, based on the choice of the participant and the joint, binding, progress advice of HAN and RU. Participants who transfer to RU choose one of the graduation profiles and are enrolled at RU for the graduation profile of their choice.
4. All profiles require the same basic courses: Dutch, English, Mathematics, Knowledge of Dutch Society, Study Skills, and Education and Career Orientation.

If the participant is preparing for a Dutch study program, the basic courses include English B1. In preparation for an English-taught program and/or preparation for university study, English B2 is a basic course.

If the participant is preparing for a science, technology, engineering or mathematics program, Mathematics B is included as a basic course. In preparation for other programs, Mathematics A or Mathematics B is a basic course.

5. The profiles also include specific courses that vary from one profile to the next:

- The specific courses for the university of applied sciences profile Nature, Technology and Health are Biology, Chemistry and Physics.
- The specific courses for the research university profile Society, Economics and Information Technology is History.
- The specific courses for the research university profile Nature, Technology and Health are Biology, Chemistry and Physics.

2.3 Structure of the LPP

The LPP works with semesters of approximately 20 weeks of classes, following the same timetable as HAN's bachelor programs.

The diagram below shows how the program is structured, with a short explanation. For a detailed description of content and tests/exams for each course, please refer to the Course Descriptions for the Language and Prep Program.

Before the start of each semester, you will receive a schedule of class times, classrooms, and exams.

Phase 1 Two intakes: September and February Duration: 12 months	
<p>Semester 1 1 basic course 1. Dutch (A0 up to and including A2)</p> <p>20 weeks of classes 440 hours study load 190 contact hours</p>	<p>Semester 2 2 basic courses: 1. Dutch (A2 up to and including B1) 2. Start with Knowledge of Dutch Society</p> <p>20 weeks of classes 440 hours study load 160 contact hours</p>
<p>Examination Progress tests Dutch Final test Dutch A2</p>	<p>Examination Progress tests Dutch Final test Dutch B1</p>

Phase 2 Two intakes: September and February Duration: depending on intake, 12 or 17 months In semester 1: possible transfer to RU ¹	
<p>Semester 1 Basic courses:</p> <ol style="list-style-type: none"> 1 Dutch at B2 level 2 Mathematics B 3 English at B2 level 4 Education and Career Orientation 5 Study skills <p>20 weeks of classes maximum of 400 study load in hours maximum of 240 contact hours</p>	<p>Semester 2 5 basic courses (continued):</p> <ol style="list-style-type: none"> 1 Dutch B2+ 2 Mathematics A or continuation of mathematics B 3 English B1 4 Education and Career Orientation 5 Study skills <p>Specific courses of your choice based on chosen area of study:</p> <ul style="list-style-type: none"> - Biology - Physics - Chemistry <p>20 weeks of classes maximum of 1200 study load in hours maximum of 720 contact hours</p>
<p><u>Exams semester 1</u></p> <p>English B2: IELTS</p> <p>Knowledge of Dutch Society: State Exam for Knowledge of Dutch Society</p> <p>Mathematics B: Exam 1</p>	<p><u>Exams semester 2</u></p> <p>Study Skills: Exam: final portfolio interview</p> <p>Education and Career Orientation: Exam: final portfolio interview</p> <p>English B1: Exam at B1 level; skills reading and listening</p> <p>Dutch: State Exam for Dutch as a Second Language (NT2), Program II for the parts Reading, Writing, Listening and Speaking</p> <p>Mathematics A: Exams 1 and 2</p> <p>Mathematics B: Exam 2</p> <p>Specific courses Chemistry, Biology and Physics: Exams 1 and 2</p>

¹ Do you want to prepare to study at Radboud University? See section 2.7 article 6 on progress advice.

2.4 Structure of the education

1. With the exception of the English course, all courses are taught in Dutch.
2. Developing Dutch language skills is a permanent focus point in every educational activity. The specific courses also cover the terminology of the relevant profession.
3. The Course Descriptions for the Language and Prep Program gives a description of each course. It contains the exit qualifications of the course, teaching methods, learning resources, contact hours, course load, exams and assessment, retake opportunities and attendance requirement.

2.5 Evaluation of the education

1. At the end of each course, participants are asked to anonymously fill out a written evaluation to evaluate the quality of the education offered and the quality of the teachers. These evaluations of the courses are important input for the teachers to identify areas where their classes need to be adjusted or improved, and for the educational institution to identify where to improve the program's organization and the support given to participants.
2. Twice a year there are panel discussions with participants about the quality of education and possible improvements. Written reports are prepared of those panel discussions. These reports are important input for the teachers to identify areas where their classes need to be adjusted or improved, and for the educational institution to identify where to improve the program's organization and the support given to participants.

2.6 Coaching

1. The LPP is all about you as the participant. It is important for you to feel seen and heard. In the mentor meetings, we invite you to talk about your personal circumstances that affect your studies and handle what you discuss with us with care. If necessary, you have an entire support chain to draw on: from student counselors, student psychologists and the student chaplaincy to the options that HAN and RU provide for students to work on their self-management and personal development. The Participants' Charter provides more details about the various forms of coaching and support and how to access them.
2. As a participant in the LPP, you will have a mentor, with whom you will have regular progress meetings. Your mentor will invite you to these meetings. When warranted or if you feel the need, you can also approach your mentor yourself. You will also have a guidance counselor who will support you in your choice of study program from phase 2. If your study progress gives reason to do so, for example in case of doubt or ambiguity about the level of higher education, there will be contact between the LPP coordinators of HAN and RU as soon as possible to discuss this .
3. The LPP includes facilities to help you study, for example:
 - facilities for participants with disability or chronic illness;
 - facilities for participants who are pregnant and informal care givers;

2.7 Progress advice

1. Progress advice is the educational institution's recommendation to you about continuing your education pathway, based on the progress you have made at that point. The progress advice is given by HAN and RU in mutual consultation.
2. You will receive a progress recommendation at 2 times: at the end of semester 1 of phase 1 and at the end of semester 2 of phase 1. For an overview of the different semesters and sections, see the table in article 2.3.
3. At each of those progress advice moments, you will be advised one of the following:
 - Continue with the pathway. You will be given this advice if you have passed all your exams, if your attendance was satisfactory, and if you get a pass grade for the portfolio showing the development of your study skills and your education and career orientation.
 - Discontinue this pathway and move to an educational pathway at a lower educational level. This advice follows in the case of failing grades for one or more subjects after one resit opportunity, and/or if attendance is insufficient (less than 80% attendance without permission from the mentor). A different educational pathway will be recommended if preparation for MBO education is more appropriate for the participant.
 - Stop this pathway and switch to the B1 pathway. This advice follows in the case of failing grades for one or more subjects after one resit opportunity, and/or if attendance is insufficient (less than 80% attendance without permission from the mentor). The B1 pathway will be recommended if job coaching is more appropriate for the participant or the participant does not meet the age criteria for an education pathway at the lower educational level.
4. The advice described at b. and c. in paragraph 3. above is binding, which means that you are required to act accordingly.
5. You will only be given progress advice as described at b. or c. in paragraph 3, following an interview between yourself and your mentor where your mentor explains that your results for one of the courses and/or your attendance and/or the development of your study skills are not sufficient and that you might be given binding advice as a result.
6. Do you want to prepare for a program at Radboud University? Then an additional advice moment will follow in semester 1 of phase 2. This advice is binding and based on the following criteria:
 - the participant's progress in their study skills and their education and career orientation;
 - their progress in the course Mathematics B;
 - Radboud University selection tests in Dutch, English and mathematics. The participant must demonstrate a B2 level in Dutch and English and achieve a pass in mathematics;
 - advice from the teaching team.
7. If your results are affected by your personal circumstances, you should report this to your mentor as soon as possible, meaning as soon as the circumstances arise, or else immediately afterwards.
8. The mentor or coordinator of the LPP issues progress advice in writing to you and your municipality, by email, taking into account personal circumstances. The advice is determined by the LPP coordinators of HAN and RU in mutual consultation.

9. If any circumstances prevent you from completing the LPP within the given time, the educational institution will consult the municipality to determine how to proceed. The decision will be made by the municipality. Any additional costs that arise will be paid by the municipality.

3. Examination and assessment

3.1 Format, order, number of opportunities

1. The Course Descriptions for the Language and Prep Program includes the format (assignment, portfolio, written or oral test or exam, etc.), the order, sequencing, standardization and number of opportunities per exam.
2. The Board of Examiners, upon request or otherwise, may deviate from this format in special cases .
3. The Examination Regulations apply to institution-administered exams unless another regulation applies.

3.2 Awarding and announcing grades for institution-administered exams

1. The institution is responsible for the exams Dutch B1, English B1 and B2, Mathematics A and B, Biology, Chemistry and Physics. The institution is also responsible for assessing the courses Study Skills and Education and Career Orientation by means of a portfolio assessment.
2. The examiner expresses the result of an exam as a grade or with the qualification satisfactory/not satisfactory.
3. If the result of an exam is expressed as a grade, it will be one of the following: 1, 2, 3, 4, 5, 6, 7, 8, 9 or 10. If the calculated result is not a round number, the number will be rounded up (if the first decimal is 5 or higher) or down (if the first decimal is 4 or lower).
4. You pass the exam if you earn a grade of 6 or higher (after rounding off). You fail the exam if you earn a grade of 5 or lower.
5. The State Exam in Dutch as a Second Language, Program II and the State Exam in Knowledge of Dutch Society are not administered by the educational institution but by DUO. You must register for these exams yourself on the website of DUO. You do so only in consultation with and after receiving permission from your Dutch teacher.

3.3 Irregularities, fraud and plagiarism

1. Any act or omission that is incompatible with the Examination Regulations, or with other rules that apply to the exam, will be treated as an irregularity and/or fraud.
2. Fraud also includes any act or omission that, whether deliberately or not, creates or could create an unwarranted impression of a participant's knowledge, understanding, skills and/or study attitude. An act does not need to be intentional to be treated as fraud.
3. Examples of fraud include exchanging information during a test or exam, with or without the use of equipment; inspecting or allowing exam papers to be inspected in advance; impersonating someone else during the test or exam. Other acts may also be treated as fraud, depending on the circumstances. Plagiarism (i.e. presenting someone else's work as your own) is always treated as fraud.
4. The Board of Examiners will determine on a case-by-case basis whether the situation constitutes an irregularity and/or fraud. An irregularity and/or fraud (or a suspicion

thereof) may be detected before, during or after the test or exam.

5. The Regulations of the Board of Examiners describe how the Board of Examiners acts in case of irregularity and/or fraud (or a suspicion thereof).

4. Certificate and transfer on completion of the LPP

4.1 How to earn your certificate

You earn your certificate for the LPP if:

- a. you obtained a final grade of at least 6 (after rounding off) or at least "satisfactory" for all basic courses and chosen specific courses;
- b. you passed all four parts of the State Exam for Dutch as a Second Language, Program II (reading, listening, speaking and writing);
- c. you passed the State Exam for Knowledge of Dutch Society.

4.2 Graduation ceremony

1. Once you have passed all the components of the LPP, the Board of Examiners will award you a certificate for the LPP, university of applied sciences profile Nature, Technology and Health, with an accompanying grades list.
2. If you do not qualify for the certificate, you will be issued a credential for the exam components that you passed.
3. For passing the State Exams in Dutch as a Second Language, Program II and Knowledge of Dutch Society, you will receive certificates from DUO. These results are also listed on the LPP grades list.

4.3 Transferring from the LPP to your further studies

1. You can use your HAN LPP certificate to apply for a degree program at HAN or another funded university of applied sciences affiliated with the Netherlands Association of Universities of Applied Sciences. You are not automatically admitted to a degree program with this certificate. You have to meet the relevant admission requirements, such as passing certain subjects. Some degree programs also use selection criteria.
2. If you have previous qualifications and/or qualifications that you achieved elsewhere, the Board of Examiners for the program in question will decide whether you are eligible for any exemptions, and if so for which components.

5. Board of Examiners and Appeals Board

5.1 Board of Examiners

1. The LPP has a Board of Examiners. The [Regulations of the Board of Examiners](#) can be found on OnderwijsOnline.
2. The Board of Examiners decides whether you have met the requirements for being awarded your certificate.
3. You can also contact the Board of Examiners for the other matters, including:
 - a. a request for exemption for a specific exam component;
 - b. a request for modified examination conditions;
 - c. a complaint about a test or exam, its administration and/or outcome .
4. The Board of Examiners has the authority to take steps in response to irregularities or fraud.
5. The Board of Examiners is not responsible for the State Exams for Dutch as a Second Language, Program II and Knowledge of Dutch Society.

5.2 How to bring an appeal to the Examination Appeals Board

If you have a complaint or if you want to bring an appeal, the first step is to try to work it out together, possibly with help from your mentor and/or the LPP coordinator. If this fails, you can submit a complaint to the Complaints and Disputes Office, by sending an email to: bureau.klachtengeschil@han.nl.

If you disagree with a decision by the Board of Examiners, you can bring an appeal to the Examination Appeals Board. You must do this within two weeks after you receive that decision. All complaints are handled in accordance with the Complaints Regulations. See the Participants' Charter for details.

The Complaints and Disputes Office also handles the secretarial functions of the Examination Appeals Board, and passes complaints and appeals on to that board.

If you have a complaint about the State Exam in Dutch as a Second Language, Program II and/or the State Exam in Knowledge of Dutch Society, please contact DUO.

6. Applicability of the Education and Examination Regulations

6.1 Applicability

1. These Education and Examination Regulations apply to all participants enrolled with HAN's LPP.
2. Where the Education and Examination Regulations do not make provision for a particular situation, the person with the authority to adopt the Education and Examination Regulations will decide how to proceed.

6.2 Adoption

The Education and Examination Regulations have been adopted by the management of the LPP after advice obtained from the LPP Board of Examiners.

6.3 Validity and effective date

1. The Education and Examination Regulations may only be amended during the course of the academic year in cases of force majeure, and only if the amendment does not cause any disproportionate disadvantage to participants.
2. These Education and Examination Regulations came into force on 2 September 2024.

7. Other rules and information

The most important source for studying at HAN is *OnderwijsOnline*, which is HAN's digital learning environment. Here you can find all the information about the program, for example, about the different courses and exam scheduling.

Other rules that apply to participants of HAN's LPP:

- [Participants' Charter](#): describes what your rights and obligations are as a participant in the LPP.
- [Examination Regulations](#): this describes how the exams are administered.
- [Regulations of the Board of Examiners](#): this contains the duties and powers of the Board of Examiners.
- [Regulations for Legal Protection of Decisions Concerning Education \(COBEX\)](#).
- [Privacy Regulations](#): sets out what measures HAN has taken in connection with the General Data Protection Regulation and the Dutch Personal Data Protection Act (*Wet Bescherming Persoonsgegevens*).
- [Student Code of Conduct](#): explains what rules and guidelines you are required to follow on HAN's premises, in its buildings and in its online environment.

8. Contact details

LPP coordinator at HAN: Sabine Maresch E:
onderwijsroute@han.nl T: 024-3530304

LPP coordinator at Radboud University: Lia Kleuskens
E: lia.kleuskens@ru.nl, T : 06-31132610

Board of Examiners:
E: Examencommissie.TST@han.nl

Complaints and Disputes Office
E: Bureau klachtengeschild@han.nl
T: 026-3691504
A: Verlengde Groenestraat 75 Nijmegen / Postbus 6960, 6503 CD NIJMEGEN