

Guidelines Tuition Fee Graduate School of Humanities

As of July 1, 2026, all new external PhD candidates ([type 2, 3 and 4 according to UNL](#)) pay a tuition fee. External PhD candidates who started before July 1, 2026, will not be charged a tuition fee, unless such an arrangement was already set up).

PhD candidates appointed within a consortium of collaborating faculties and/or universities (joint degree) fall under the regulations of the lead institution. Prior to the start of the PhD trajectory, agreements will be made about the distribution of the PhD completion bonus.

If third-stream funded research projects include the appointment of external PhD candidates, the budget should include the tuition fee that will be charged to external PhD candidates.

Fee Amount

The table below provides an overview of the components and structure of the tuition fee. The amounts listed are per year.

Component	Amount
Graduate School membership	€ 500 (4 yrs)/ 250 (>4 yrs)
Educational contribution	€ 600 (4 yrs)
VUnetID costs (optional)	€ 1.300
Total excl. VUnetID	€ 1.100
Total incl. VUnetID (years 1–4)	€ 2.400
Total excl. VUnetID (>4 years)	€ 250
Total incl. VUnetID (>4 years)	€ 1.550

Explanation

- **Graduate School membership:** a fixed annual fee for the first four years, followed by € 250 per year up to a maximum of 10 years. This fee covers part of the organisational costs of the Graduate School (staff, organisation, seminars and workshops, communication, guidance by the Graduate School PhD advisor, support with data and software management and with handling privacy-sensitive data, registration and monitoring through the Hora Finita PhD tracking system, etc.).
- **Educational contribution:** a fixed fee for four years to be paid by all external PhD candidates.
- **VUnetID:** optional and intended to cover hospitality-related costs (access card, VU account, email, UBvU library access).
- The above rates apply from July 1, 2026, and may be adjusted annually based on price developments.

Exemption Criteria and Procedures

The VU-wide tuition policy allows room for faculty specific guidelines about exemptions from the tuition fee. Within the School of Humanities, the following principles apply:

- Exemption from payment of (part of) the tuition fee will only be granted in exceptional cases.
- The School of Humanities follows the VU-wide guidelines that recommend against the usage of income level as ground for exemption. The reason is that a person's income level is personal information and protected under privacy legislation. GSH allows two exceptions:
 - External PhD candidates who request an exemption and voluntarily provide documented information about their income. If their income falls below the minimum wage, an exemption may be considered. The relevant Head of Department conducts this assessment.
 - External PhD candidates who are not covered by a Memorandum of Understanding or a scholarship, but who must apply for a visa. Their income is checked by the Dutch Immigration and Naturalisation Service (IND). If their income is below the minimum wage, an exemption may be considered. The relevant Head of Department conducts this assessment.
- If an exemption is granted, the tuition fee will be charged to the department with which the PhD candidate is affiliated. The department will then pay the tuition fee to the Graduate School of Humanities.

Exemption Procedure

If a prospective external PhD candidate aims to qualify for an exemption, the following procedure applies.

- **Time of application:** A full or partial exemption can only be requested during admission phase.
- **Request submission:** The relevant Head of Department sends a substantiated request for exemption to the Director of Operations.
- **Assessment and decision:** Only the Director of Operations can grant an exemption. They assess the request against the established criteria and the financial framework of the department and faculty.

Hospitality / VUnetID

External PhD candidates may apply for a guest status if desired or necessary. This includes a VUnetID, access card, online access to the UBvU library, and working space at the faculty. If there is no need for a VUnetID, a library pass for the Koninklijke Bibliotheek (€15 per year) is a suitable alternative for the UBvU library.