

Student Support Regulation

Vrije Universiteit Amsterdam

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Appendix 1: Implementation Student Support Regulation, which includes:

A. Allocation of the Student Support Regulation

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Approved by the USR: July 8, 2025

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GENERAL

Articles 7.51 to 7.51i of the Higher Education and Scientific Research Act (WHW) contain rules regarding financial assistance for students who experience study delay due to circumstances referred to in this regulation. The Executive Board (CvB) has adopted the following regulations with respect to the granting of the financial provision under this statutory regulation, with the approval of the student participation body of Vrije Universiteit Amsterdam (hereinafter: VU).

Article 1 Definitions

1. In these regulations, the following definitions shall apply:
 - a. **Basic grant period:** the period during which a student is entitled to the basic grant. The period commences as soon as the student receives Student Finance for higher education for the first time, see WSF 2000;
 - b. **Student Organization Recognition Committee:** the committee that determines which student organizations or parties are eligible for financial assistance under this regulation;
 - c. **CROHO:** Central Register of Higher Education Programs;
 - d. **Recognized student organization:** an organization that meets the requirements of Part IV of the regulation;
 - e. **Financial assistance:** reimbursement from the VU Student Support Regulation;
 - f. **Notification:** the first contact with the academic advisor about the special circumstances in the particular academic year;
 - g. **Nominal duration of study:** the duration of the program according to the CROHO or the WHW 2008 Implementation Decree;
 - h. **Program:** a bachelor's or master's program for which you pay tuition fees to VU;
 - i. **SOZ:** Office of Student and Educational Affairs;
 - j. **UvA:** University of Amsterdam;
 - k. **WHW:** the Higher Education and Scientific Research Act.
2. Other terms used in this regulation have the meaning assigned to them in the relevant legislation, if they are also used in legislation.

Article 2 Conditions applicable to students entitled to the Student Finance from DUO

Financial assistance is provided to students who, due to circumstances as defined in this regulation, experience a delay in their studies during the basic grant period while they are enrolled at VU as a full-time or dual student for a program for which the student has not yet taken the final exam but has paid the tuition fees.

Article 3 Conditions applicable to students who are not eligible for Student Finance from DUO, including non-EEA students

1. A student enrolled in a bachelor's program is only eligible for the financial assistance referred to in article 2 if the student owes tuition fees for the program in question and no more than four years have passed since the date of initial enrollment in a bachelor's program at the VU.
2. A student enrolled in a one-year master's program is only eligible for the financial assistance referred to in the first paragraph if the student owes tuition fees for the program in question and no more than two years have passed since the date of first enrollment in a master's program at the VU.
3. A student enrolled in a two-year master's program is only eligible for financial assistance as referred to in the first paragraph if the student owes tuition fees for the program in question and no more than three years have passed since the date of initial enrollment in a master's program at the VU.

4. A student enrolled in a three-year master's program is only eligible for financial assistance as referred to in the first paragraph if the student owes tuition fees for the program in question and no more than four years have passed since the date of initial enrollment in a master's program at the VU.

Article 4 UvA student

When a budget is granted to a student organization that is recognized by both the VU and the UvA, the provisions of article 2 shall not apply to the board member of that association who is enrolled full-time at the UvA and has paid tuition fees to the UvA.

Article 5 Incomplete applications

If the request for determination of study delay and/or granting of the provision is incomplete, the applicant will be given a reasonable period of time to complete the request. If the request is not completed within this period, it will not be processed. The applicant will be notified accordingly. A new request may be submitted as long as the deadline for submission has not yet expired.

Article 6 Extent of study delay

1. For the entire period that the student is enrolled at the VU, the duration of the assistance under Parts I and II together shall not exceed half of the basic grant period. The number of months determined in this way shall be equal to the number of units to be granted, as referred to in the appendix 'Allocation of Student Support Regulation'.
2. A student is eligible for financial assistance if the student is enrolled for the entire duration of the program that they are studying. This condition may be waived under circumstances to be assessed by the Executive Board. Financial assistance will then be awarded pro rata.
3. If an applicant holds a position, as referred to in Part III, for part of the academic year, the grant will be reduced proportionally.
4. Study delays of less than one month are not eligible for financial assistance.
5. If the applicant has obtained 60 EC per academic year during the basic grant period, regardless of the number of courses the student is taking simultaneously, there is no study delay according to this regulation.

Article 7 Concurrence of circumstances

If, within the same period, there is a concurrence of circumstances as referred to in this regulation, each of which would individually constitute grounds for granting financial assistance, the ground that has led to the greatest study delay will be determined.

Article 8 Transfer of authority

The Executive Board authorizes the director of SOZ to take decisions on the basis of this regulation, with the exception of decisions taken on objections.

Article 9 Hardship clause

In circumstances other than those specified in this regulation, the Executive Board may arrange facilities in order to prevent significant unfairness of any nature.

Article 10 Effective date, official title

1. This regulation takes effect from September 1, 2025.
2. The regulation may be cited as the Student Support Regulation.

Article 11 Evaluation

The regulation will be evaluated periodically.

PART I Financial assistance on grounds of force majeure

The General Section applies, unless explicitly waived in this part of the regulation.

Article 1 Applicability

1. Force majeure means the following special circumstances:
 - a. Illness;
 - b. Pregnancy and childbirth;
 - c. Special family circumstances;
 - d. Disability or chronic illness;
 - e. Circumstances other than those mentioned in Parts I and II which, if not taken into account, would result in an unfairness of predominance.
2. A student must report study delay due to force majeure during the basic grant period as described in article 3 of this section.

Article 2 Pregnancy and childbirth

1. A student who is or has been pregnant during her studies is eligible for financial assistance, subject to the provisions of this part of the regulation.
2. The pregnancy or childbirth must be confirmed in writing by a physician or midwife or demonstrated by an excerpt from the municipality's birth register.
3. The duration of the study delay is set at a maximum of four months.

Article 3 Reporting to the academic advisor and limiting study delay

1. In case of study delay due to force majeure, the student must report to the academic advisor of the degree program in which they are enrolled (and in which the study completion is delayed) as soon as possible, but in any case within three months, in order to discuss measures to be taken to limit the study delay as much as possible. Reporting to another university employee does not create a claim.
2. If the student notifies at a later date, they will not be eligible for assistance for study delay that occurred earlier than three months prior to the reporting of the special circumstances, unless the late report cannot be attributed to the student.
3. In the event of special circumstances of a long-term nature (such as a chronic illness), the circumstances must be reported annually to the academic advisor if they (again) lead to study delay. The report can be submitted by email.
4. The student who incurs study delay and therefore wishes to be eligible for financial assistance is obliged to make effective use of the assistance offered by the university to reduce the study delay. This assistance may include advice from an academic advisor, taking recommended courses or following a study plan drawn up in consultation with an academic advisor, assistance with planning or the provision of special facilities.

Article 4 Annual registration of study delay

1. The student must submit the 'study delay registration' form before December 1 of the academic year following the academic year in which the study delay was reported.
2. If the special circumstances are of a long-term nature, it is necessary to submit this form annually.
3. The academic advisor reviews the 'study delay registration' form completed by the student and checks whether it is based on reports made to the academic advisor in the past year.
4. Upon receipt of the 'study delay registration' form completed by the student and reviewed by the academic advisor, the student counselor will register the study delay for the respective year, provided that the registration meets the conditions set out in this Part of the regulation.

Article 5 Determining the study delay

1. The amount of financial assistance is based on the duration of the study delay actually incurred as a result of force majeure during the basic grant period. The delay incurred due to special circumstances may not exceed the number of credits that could have been obtained according to the education and examination program (laid down in the Education and Examination Regulations) corresponding to the nominal duration of the program(s).
2. The duration of the study delay is determined after the last year of the basic grant period. Based on the number of credits to be nominally earned and the credits actually earned, the number of months of study delay caused by the special circumstances is calculated.
3. The student will receive a message asking them to make an appointment with the student counselor to determine the study delay incurred. The student may also schedule this appointment on their own initiative.
4. During the meeting with the student counselor, the most favorable arrangements for the student will be explored. More information on this can be found in Article 6 of this section of the regulation.
5. At the end of the basic grant period, the period of annual recording of study delay is concluded and the student counsellor records the total study delay. Registration of study delay is no longer possible after the basic grant period has ended.
6. Paragraphs 1 to 5 of this article also apply to students who are not entitled to or have not been entitled to Student Finance from DUO, including non-EEA students. After termination of the study program, including graduation, the delay will be determined. After termination of the study program, it is no longer possible to register study delay.

Article 6 The performance grant provision with DUO or Student Support Regulation

1. In the event of study delay due to circumstances referred to in article 1 of this section, the student may, in certain cases and after consultation with the student counselor, submit a request for extension of the performance-related grant provision to DUO. Extension of the performance-related grant from DUO is the primary provision in the event of delay due to circumstances as referred to in article 1 of this part of the regulation.
2. The student who receives an extension of their performance-related grant provision from DUO due to study delay, cannot receive financial assistance from the Student Support Regulation for that period.
3. The extension of the performance grant provision by DUO is twelve months. If a student has been granted an extension of the performance grant provision in a particular academic year and subsequently experiences a further delay in their studies due to special circumstances, the student will only be eligible for financial assistance from the Student Support Regulation if the total delay in their studies for which assistance is eligible exceeds the twelve months covered by the extension of the performance grant provision.

Article 7 Procedure

1. The student must report the circumstances and the resulting study delay to the academic advisor within three months of the circumstances arising. Further guidance, as referred to in article 3, paragraph 4 of this section of the regulation, will be provided by the academic advisor.
2. Between September 1 and November 30 of the year following the academic year in which the study delay was reported, the student must submit the "study delay registration" form to the academic advisor. The academic advisor will verify the form and then forward it.
3. At the end of the basic grant period, the student will have a meeting with the student counselor to discuss the study delay incurred and any grant to be awarded under this regulation.

4. The above also applies to students who are not or have not been entitled to Student Finance from DUO, including non-EEA students. After completing their studies, the student must meet with the student counselor to discuss the study delay incurred and any possible grant under this regulation.

Article 8 Processing and decision

1. The director of SOZ will, on behalf of the Executive Board, decide on the request for financial assistance within eight weeks of receipt.
2. The student counselor will advise the director of SOZ on the extent of the study delay. The amount of financial assistance will be related to the actual study delay incurred due to the special circumstances.
3. The decision will be communicated to the applicant in writing, accompanied by a (brief) explanation. The decision will include:
 - a. either the granting of the provision, or;
 - b. the rejection of the application.
4. The student may lodge an objection with the Executive Board in accordance with the objection procedure established by the Executive Board against a decision or failure to take a decision within eight weeks of submitting a complete application for financial assistance. The period for lodging an objection is six weeks.
5. The student may lodge an appeal with the Council of State against decisions of the Executive Board under this regulation, against payment of court fees. The appeal period is six weeks.

PART II Support in specific situations

The General Section applies, unless explicitly waived in this part of the regulation.

Article 1 Applicability

1. This part of the regulation applies to:
 - a. Students pursuing an insufficiently feasible degree program;
 - b. students enrolled in a CROHO-registered program that is not fully financed by the government;
 - c. students who, in addition to their studies, participate in high-level sports or cultural activities;
2. In the event of study delay due to the circumstances referred to in the first paragraph, the student must report to the academic advisor of the degree program in which they are enrolled (and in which the study completion is delayed) as soon as possible, but in any case within three months, in order to discuss measures to be taken to limit the study delay as much as possible. Reporting to another university employee does not create a claim.
3. The student submits an appointment request to the student counsellor no later than December 1 in the year following the end of the basic grant period to determine the extent of the study delay and to apply for financial assistance with the assistance of the student counsellor.

Article 2 An 'insufficiently feasible' degree program

1. An 'insufficiently feasible' degree program refers to study delay caused by the inability of the study program to offer subsequent education beyond the students' control and the students' inability to terminate the enrollment early. A student who has study delay as a result of an insufficiently feasible degree program may report this circumstance to the academic advisor.
2. A student who wishes to be considered for financial assistance within the meaning of this regulation on the grounds of an 'insufficiently feasible' degree program should contact the faculty board through an academic advisor. The faculty board will issue the student with a statement of study delay stating in any case the number of months and/or ECs of the student's study delay. This statement must be attached to the 'registration of study delay' form.

Article 3 Waiting period for the Master's program in Medicine

Contrary to article 2 of this part of the regulation, students enrolled in the Master's program in Medicine are not eligible for financial assistance under Part II of the regulation.

Article 4 Master's program exceeding 60 EC (unfunded part)

1. A student who is enrolled in a CROHO-registered Master's program with a study load exceeding 60 EC, for which no or insufficient government funding is received, may report the study delay circumstance to the academic advisor.
2. A student who wishes to invoke this provision must apply to the faculty board through the academic advisor of their program. This must be done within three months of the start of the second academic year. The faculty board shall provide the student with a statement indicating the actual study load of the program.

Article 5 Conditions for determining study delay for talented students

1. A student who has been recognized by the VU Facilities Committee as a top athlete or as a top talent in the cultural field and who incurs study delay as a result of activities directly related to the aforementioned achievements, may file a report of a study delay circumstance to the academic advisor.
2. A student as referred to in paragraph 1 must report this to the academic advisor of their program as soon as possible, but in any case within three months of the circumstances causing the study delay arising. If

the notification is made later, there is no entitlement to assistance for study delay that arose more than three months before the report of the special circumstances. Report to another university employee does not create a claim.

Article 6 Procedure

The procedure relating to the circumstances referred to in Part II Student Support Regulation, with the exception of article 4 of this part, is as follows:

- a. The student must report the circumstances and the resulting study delay to the academic advisor within three months of the circumstances arising.
- b. Between September 1 and November 30 of the year following the academic year in which the study delay was reported, students must submit the "study delay registration" form to the academic advisor. The academic advisor will verify the form and forward it.
- c. At the end of the basic grant period, the student will have a meeting with the student counselor to discuss the study delay and any grant awarded under this regulation.
- d. The above also applies to students who are not or have not been entitled to Student Finance from DUO, including non-EEA students. After completing their studies, students must meet with the student counselor to discuss the study delay incurred and any possible grant under this regulation.

Article 7 Processing and decision

1. The director of SOZ will, on behalf of the Executive Board, decide on the request for financial assistance within eight weeks of receipt.
2. The student counselor will advise the director of SOZ on the extent of the study delay. The extent of the assistance will be related to the actual study delay incurred due to the special circumstances.
3. The decision will be communicated to the applicant in writing, accompanied by a (brief) explanation. The decision will include:
 - a. either the granting of the provision, or;
 - b. the rejection of the application.
4. The student may lodge an objection with the Executive Board against a decision or against the failure to take a decision within eight weeks of the submission of a complete application for financial assistance, in accordance with the objection procedure established by the Executive Board. The period for lodging an objection is six weeks.
5. The student may lodge an appeal with the Council of State against decisions of the Executive Board under this regulation, against payment of court fees. The appeal period is six weeks.

PART III Administrative scholarships awarded by institutional bodies

The General Section applies, unless explicitly waived in this part of the regulation.

Article 1 Applicability

1. The condition for financial assistance under this part of the regulation is the capacity of
 - a. member of a participation council at university or faculty level;
 - b. member of a program committee (OLC);
 - c. auditor of a faculty board (FB).
2. Those who invoke this part of the regulation are presumed to have experienced study delay as a result of their activities. The general provision that study delay must be demonstrated in order for financial assistance to be granted does not apply.

Administrative Grant Institutional Bodies

Article 2 Eligible persons, conditions for the Administrative Grant Institutional Bodies

Those who meet the conditions set out in article 1 of this part of the regulation are entitled to a board scholarship if they also meet the other conditions set out in this part of the regulation (insofar as applicable).

Article 3 Scope of the Administrative Grant Institutional Bodies

1. The amount of the Administrative Grant for Institutional Bodies is expressed in units. One unit consists of the amount stated in the appendix Statement of Allocation of the Student Support Regulation.
2. For serving a full academic year, the size of the Administrative Grant for Institutional Bodies to be awarded will be the number of units, listed in the appendix Statement of Allocation of the Student Support Regulation. If participation has not taken place for the full academic year, the size of the number of units will be adjusted proportionately.

Attendance fees

Article 4 Terms and Conditions for attendance fees

1. The student to whom article 1(a) applies is entitled to payment of attendance fees. The right to payment of attendance fees arises if the student member has attended at least 80% of the number of meetings and 80% of the duration of those meeting. This must be evident from the minutes. Only the meetings from the annual schedule of the respective body are taken into account. If the student member has met at least these requirements, the maximum amount will be paid.
 - a. Members of the OLC must have attended 100% of the meetings in order to be awarded the amount.
2. The student to whom article 1(c) applies is entitled to payment of attendance fees if the faculty board has decided that the student has performed satisfactorily in accordance with the mutually made agreements.
3. A meeting as referred to in paragraph 1 shall exist if:
 - a. It concerns a meeting between a board member and the entire University Student Council (USR), Faculty Student Council (FSR) or Joint Assembly (GV). The minutes shall record the name of any member who enters the meeting after it has started or leaves before it ends;

- b. it concerns a formal consultation of the entire USR or GV, of which the Secretary takes minutes. The minutes shall record the name of any member who enters the meeting after it has started or leaves before it ends.
- 4. If, during an agenda meeting between
 - a. a member of the CvB and the USR or the GV,
 - b. a member of the FB and the FSR, or the GV,
 jointly decide to hold an additional meeting, there shall be no entitlement to additional attendance fees. However, if the number of additional meetings exceeds the number of meetings specified in the annual schedule of the relevant body by 25% or more, the student members shall be granted additional attendance fees. This additional attendance allowance is equal to the amount granted per regular meeting to the student member who has attended all meetings of the relevant body.

Procedure

Article 5 Application

1. An application for an Administrative Grant for Institutional Bodies must be submitted no later than the deadlines mentioned in paragraphs 2 and 3 of this article using the form established for this purpose. The same deadline also applies if the administrative year is not the same as the academic year.
2. The application must be accompanied by at least the following documents:
 - a. At the start of the term of office: Administrative Grant Institutional Bodies USR
 1. A member of the USR must submit their information by form no later than September 30, so that the Grant can be paid in five installments;
 2. the letter of credence confirming their election.
 - b. After completion of the academic year: Administrative Grant Institutional Bodies and attendance fees
 1. No later than October 31, the student must submit the form requesting payment of the Grant (does not apply to USR members) and attendance fees.
 2. The student must also submit their letter of credence or appointment letter. This applies to FSR members, FB auditors, student members of the program management and OLC members (i.e., not USR members).
3. The Registrar or Secretary or Chair of the FB will provide the Student Organization Recognition Committee with an overview of the number of meetings of the relevant body and how many of these meetings the applicant attended. The Registrar or Secretary may suffice by drawing up a single document for all members of the relevant body collectively.
- c. After completion of the academic year: Grant auditor FB
 1. By October 31, the auditor shall submit the Administrative Grant Institutional Bodies application form.
 2. The auditor shall submit their letter of appointment at the same time.
 3. The FB declares (briefly) to the Student Organization Recognition Committee whether the auditor has performed satisfactorily. This is related to their attendance at FB meetings and their input

Article 6 Payment of the Administrative Grant for Institutional Bodies

The Administrative Grant for Institutional Bodies is paid in the form of a lump sum at the end of the board year (except for the USSR). Payment must be made no later than the end of December of that year.

Article 7 Processing and decision

1. The director of SOZ will, on behalf of the Executive Board, decide on the request for financial assistance within eight weeks of receipt.
2. The decision will be communicated to the applicant in writing, accompanied by a (brief) explanation. The decision will include:
 - a. either the granting of the provision, or;
 - b. the rejection of the application.
3. The student may lodge an objection with the Executive Board against a decision or against the failure to take a decision within eight weeks of the submission of a complete application for financial assistance, in accordance with the objection procedure laid down by the Executive Board. The period for lodging an objection is six weeks.
4. The student may lodge an appeal with the Council of State against decisions of the Executive Board under this regulation, subject to payment of court fees. The appeal period is six weeks.

Part IV Administrative Grants for Recognized Student Organizations

The General Section applies, unless explicitly waived in this part of the regulation.

Article 1 Applicability

1. Recognized student organizations receive an Administrative Grant.
2. The Executive Board designates which organizations are recognized student organizations on the basis of the criteria set out in articles 2, 3, and 4 of this part of the regulation. This designation is also referred to as "recognition."
3. For each recognized student organization, the Executive Board sets the assigned units for each board.
4. Recognized student organizations are listed in the Recognized Student Organizations Appendix.
5. The student to whom an Administrative Grant is awarded from the board budget pursuant to article 5 of this part of the regulations is presumed to have experienced study delay, as a result of their activities. The general provision that study delay must be demonstrated in order to be awarded financial support does not apply.

Recognition of student organizations

Article 2 Formalities for recognition of organizations and revision of the number of units

1. Motivated requests for recognition or revision of the number of units allocated per board must be submitted to the Executive Board by email. Retroactive recognition and changes are not possible.
2. The Executive Board determines the number of units of financial assistance in the form of a board budget for each organization in accordance with the classification in the appendix Statement of Allocation of the Student Support Regulation.
3. The allocation is valid for the period during which the organization is recognized until the review referred to in paragraph 6 of this article.
4. A request for recognition or review of the number of units granted per board will be considered if all conditions in this article and in article 3 of this part of the regulation are met. Associations are also subject to the conditions listed in article 4.
5. A request for recognition can be submitted to the Executive Board annually before May 1. Recognition is valid from September 1 of the following year until the date of the general review referred to in paragraph 6 of this article.
6. Each recognized student organization will be reassessed once every three years, unless paragraph 8 applies. In that case, the reassessment will take place three years after the review.
7. The Executive Board shall decide on a request for recognition within eight weeks after May 1.
8. The request for revision may be submitted no more than once per academic year before May 1. If a request results in a revision of the Administrative Grant to be allocated, the amendment will be effective the following September 1. Once the change is in effect, but no later than October 31 of that calendar year, an organization may submit a request for payment of the changed budget for the previous academic year.
9. The Student Organization Recognition Committee advises the Executive Board on decisions to be made on the basis of this part of the regulation. The Student Organization Recognition Committee consists of at least one student counselor, one student member and one VU employee with a focus on student organizations. The student member is not a sitting member of the USR, FSR or OLC. Furthermore, the student member is not an auditor of the FB and/or a board member of a student organization. The members of the committee are appointed by the director of SOZ.

Article 3 Requirements for recognition student organizations

1. The request for recognition, shall be reasoned and shall include at least the following information:
 - a. the name and address of the organization and of the contact person;
 - b. proof that the organization was established at least one year prior to the application by means of a notarized deed;
 - c. the notarized bylaws;
 - d. an extract from the Chamber of Commerce showing that the organization's registered office is in Amsterdam and who the board members are at the time the request is submitted;
 - e. an activity plan, showing at least how the organization's objective will be pursued;
 - f. an explanation, showing how the organization distinguishes itself from other organizations that were recognized in the previous academic year.
2. Conditions that an organization must meet:
 - a. the organization is a legal entity with full legal capacity, governed by students, for the benefit of at least students who are enrolled in a program at VU and have paid tuition fees there, and which is aimed at the development of its members. The activities of the organization have a clear connection to the Amsterdam student community;
 - b. the organization is in principle accessible to every student of the VU, or, if the nature of the organization so requires, to every student of the VU who is part of or sympathizes with a minority and the organization is aimed at the emancipation of that minority. Emancipation is then part of the organization's objectives, as evidenced by the bylaws;
 - c. the organization does not engage in predominantly market-oriented activities;
 - d. the organization is not a spin-off of a recognized organization within which activities are carried out for that recognized organization;
 - e. if the organization is a member association of the AKvV (Amsterdam Chamber of Associations) that has an introductory period (kmt), an additional condition applies that the organization has signed and complies with the Code of Conduct for Promotion and Introductory Periods for Associations in Amsterdam. The board of the association will be held liable for this, even if within any disputes the Code of Conduct has been violated.
3. Recognition is not possible if bylaws, writings, or activities indicate that the Dutch legal order is not respected. If a recognized organization appears not to respect the Dutch legal order, recognition may be withdrawn.

Article 4 Supplementary conditions for an association

1. In addition to the conditions set out in articles 1, 2, and 3, the following additional conditions apply to the recognition of associations:
 - a. a substantiated statement of the number of members enrolled at VU Amsterdam as of January 1 of the academic year in which the association submitted its application for recognition. Only those members who have paid their membership fees as of January 1 of that academic year will be counted. The statement of the number of members that an association has on January 1 will be checked by the student administration. This check is leading;
 - b. an association must have at least 75 paying members who are studying at VU and have paid tuition fees to VU;
 - c. the association has a membership fee of at least €5 per academic year;

- d. an interim review of the number of units allocated is only possible if the association's board demonstrates that the number of members has grown to 10% above the minimum number of members required to receive a larger board budget, as specified in the Appendix Statement of Allocation of the Student Support Regulation.

Administrative Grant

Article 5 Eligibility, conditions Administrative Grant

From the allocated board budget, the board of the organization awards an Administrative Grant to those who meet the following conditions:

- a. the person holds a board position within the student organization;
- b. the person is enrolled as a full-time student for a program at VU during the board year;
- c. notwithstanding sub b, a board member of an organization recognized by both VU and UvA is eligible for an award from the board budget if the student meets the conditions set out in sub a and is enrolled as a full-time student in a program at UvA;
- d. notwithstanding what is mentioned in subparagraphs a, b, and c, an Administrative Grant of nine units shall be allocated to the board of the AKvV.

Article 6 Request for disbursement of Administrative Grant

1. The board of the recognized student organization must submit a request for disbursement of the Administrative Grant between September 1 and October 31, regardless of the start and end dates of the board term customary within the organization.
2. The board of the recognized student organization shall submit the following documents when requesting payment of the Administrative Grant:
 - a. the name and bank account number of the organization;
 - b. an extract from the Chamber of Commerce, showing the composition of the board;
 - c. annual report and financial statements: this provides at least information on the use of the budget, the number of members and the membership fees;
 - d. in the case of a mixed association (VU-UvA), proof that a board member studying at the UvA has paid tuition fees to the UvA in the respective academic year.
3. If the request for payment is incomplete, the board of the recognized student organization will be given a reasonable period of time to complete the request. If the request is not completed within this period, it will not be considered. The applicant will be notified of this. As long as the deadline for submitting a request has not expired, the board may submit a new request.

Article 7 Improper use of the Administrative Grant

1. If the funds have been spent by the board of the recognized student organization in violation of this regulation, the Executive Board shall decide to reduce the budget of the student organization in question for the following academic year by at least the amount that was not spent properly.
2. Funds from the Administrative Grant may not be held as reserves. Funds not used in the academic year will be deducted from the next allocation.
3. If the provisions of the Code of Conduct for Promotion and Introduction Periods, as referred to in article 3, paragraph 2, sub e, are not complied with, the Executive Board may decide not to disburse the Administrative Grant, or part thereof, or, if it has already been disbursed, to reclaim it. Payment of the Administrative Grant will in any case be suspended until the instructions from the

institutions on the basis of the Code of Conduct for Promotion and Introduction Time have been complied with.

Procedure

Article 8 Processing and decision

1. The director of SOZ will, on behalf of the Executive Board, decide on the request for financial assistance within eight weeks of receipt.
2. The decision will be communicated to the applicant in writing, accompanied by a (brief) explanation. The decision will consist of:
 - a. either the granting of the provision, or;
 - b. the rejection of the application.
3. The student may lodge an objection with the Executive Board in accordance with the objection procedure established by the Executive Board against a decision or failure to take a decision within eight weeks of submitting a complete application for financial assistance. The period for lodging an objection is six weeks.
4. The student may lodge an appeal with the Council of State against decisions of the Executive Board under this regulation, against payment of court fees. The appeal period is six weeks.

PART V Provision for Additional Support and tuition fee waiver

The General Section applies, unless explicitly waived in this part of the regulation.

A one-time choice must be made from the provisions in this part of the regulation. It is not possible to make use of both facilities.

Article 1 Procedure for Provision of Additional Support

1. A member of the USR or a board member of a student organization engaged in full-time or nearly full-time activities, may be eligible for a provision for additional support on a one-time basis and for a period not exceeding one academic year, provided that the conditions set by the Executive Board for this purpose are met.
2. The member of the USR or the board member of a student organization must be enrolled at VU as a full-time student and must have paid tuition fees to the VU.
3. The two members of the daily board of the USR and up to three committee coordinators are eligible for additional support. The other members are eligible for an amount equal to one-third of the additional support established in this regulation.
4. Up to eight board members of a student organization are eligible for additional support if:
the student organization has more than 700 VU members and the student organization has at least 115 VU members per board member. VU members are only those members who are enrolled at the VU on January 1 of the academic year in which it is decided whether the board members of the organization are eligible for the Provision of Additional Support.
5. At least every three years, the Executive Board determines:
 - a which boards and how many board members of a student organization are eligible for additional support based on the criteria in this regulation;
 - b the number of units.
6. The amount of the provision is included in the Statement of Allocation of the Student Support Regulation.
7. Study associations of a certain size but with fewer than 701 VU members can also apply for the Provision of Additional Support. In that case, they must demonstrate that they are full-time board members. The application must be supported by the relevant faculty board.
8. If a member of the USR or a board member of a student organization terminates their enrollment during the academic year, or terminates their activities as a member of the USR or as a board member of a student organization, they are only entitled to a proportional part of this support.
9. Deadline request disbursement: no later than October 31 of the calendar year, regardless of when the official board year ends.

Article 2 Conditions for tuition fee waiver

1. Eligible for the tuition fee waiver are students who:
 - a are enrolled in a degree program at VU, and
 - b receive a board grant for their board position within a recognized student organization or the USR, and
 - c hold a full-time board position. This means that the student spends at least 1,680 hours of the academic year on one or more board positions or receives a total of at least nine scholarship months, and

- d. is willing to sign a statement in which the student waives the right to attend classes, take exams and receive guidance for study and research activities at the institution or another funded institution during the entire academic year in which the student holds a position on the board.

Article 3 Application procedure tuition fee waiver

1. The student must apply before September 1 of the respective academic year using an application form.
2. The student declares that they waive their right to attend classes, take tests, sit exams and receive guidance for study and research activities at the institution or another publicly funded institution during the entire academic year in which they serve on the board.
3. The application form must be signed by the student and the head of student administration.

Article 4 Commencement and duration of tuition fee waiver

1. The tuition fee waiver for enrolled students commences in the month of September of the academic year in which the student is a full-time board member.
2. The student is entitled to a one-time exemption from paying tuition fees for the period of one full academic year, despite their enrollment.
3. The tuition fee waiver application is valid for a full academic year and may not be interrupted or extended mid-term.
4. At the end of the academic year in which the enrolled student was a full-time board member, a check will be made to determine whether the student meets the conditions set out in article 3, paragraph 2 of this part of the regulation. If the check reveals that the student does not meet these conditions, the student will be obliged to pay the tuition fees for that academic year.

Article 5 Processing and decision

1. The director of SOZ will, on behalf of the Executive Board, decide on the request for financial assistance within eight weeks of receipt.
2. The decision will be communicated to the applicant in writing, accompanied by a (brief) explanation. The decision will consist of:
 - a. either the granting of the provision, or;
 - b. either the rejection of the application
3. An objection may be lodged with the Executive Board in accordance with the objection procedure established by the Executive Board against a decision or failure to take a decision within eight weeks of the submission of a complete application for financial assistance. The period for lodging an objection is six weeks.
4. Against decisions of the Executive Board on the objection, the student may appeal to the Council of State, upon payment of court fees. The appeal period is six weeks.

Implementation Student Support Regulation

This Implementation serves to elaborate on the Student Support Regulation which is based on articles 7.51 to 7.51i of the WHW.

Statement of Allocation of the Student Support Regulation

Explanation and amounts to be disbursed by the Student Support Regulation.

Financial assistance under the Student Support Regulation is expressed in units. Each unit consists of an amount to be determined by the Executive Board. With effect from September 2025, one unit (eh) will be €310, indexed annually in the same way as tuition fees.

AMOUNTS TO BE AWARDED (as of September 2025)

Part 3 Participation/advice

1 month = 1 unit

Provision for additional support (VAO) for USR: daily management and coordinators	2,080 per beneficiary with effect from the 2025-2026 academic year
One third of the VAO for USR: members other than those mentioned above	695 per beneficiary with effect from the 2025-2026 academic year

Function	Regulation	Result
USR daily board (chair and vice-chair)	12 eh + 3,400	7,120
USR member	12 eh + 2,400	6,120
Chair FSR	4 eh + 2,050	3,290
FSR member	4 eh + 1,800	3,040
Auditor FB	4 eh + 1,800	3,040
OLC member	2 eh	620

Part 4 Student organizations

Student organization	Budget
75-150 members: 20 eh	6,200
151-400 members: 35 eh	10,850
401-700 members: 45 eh	13,950
701-1000 members: 55 eh	17,050
1,001-1,500 members: 65 eh	20,150
1501-2000 members: 80 eh	24,800
More than 2000 members: 95 eh	29,450
Foundations	2,700

Provision for additional support

Individual board members (who are also VU students) of associations with 701 or more VU members are eligible for an amount of €2,080 per beneficiary.

Approved by the USR and adopted by the Executive Board on July 15, 2025.