

# ROTTERDAM SCHOOL OF MANAGEMENT ERASMUS UNIVERSITY

## FACTSHEET MASTER EXCHANGE PROGRAMME

### Master Exchange Programme

Rotterdam School of Management, Erasmus University  
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Website : [www.rsm.nl/rsm-for-your-exchange/master-exchange/](http://www.rsm.nl/rsm-for-your-exchange/master-exchange/)  
RSM corporate movie: [www.rsm.nl/about-rsm/](http://www.rsm.nl/about-rsm/)  
RSM campus video: [www.youtube.com/watch?v=GY-XsrW8gp8](http://www.youtube.com/watch?v=GY-XsrW8gp8)



### Accreditations, ranking and networks

RSM consistently achieves a competitive position in national and international rankings. In 2015, the Financial Times Masters in Management ranking, placed RSM amongst the top 5 in Europe. The School is one of a select group of schools with 'triple crown' accreditation from EQUIS, AACSB, and AMBA. RSM is a member of CEMS, the global alliance in management education and PIM, the Partnership in International Management.



### International Office: two buildings, one team

We also welcome students at bachelor and MBA level to our international programmes  
Bachelor Exchange Programme: [www.rsm.nl/rsm-for-your-exchange/bachelor-exchange](http://www.rsm.nl/rsm-for-your-exchange/bachelor-exchange)  
MBA Exchange Programme: [www.rsm.nl/rsm-for-your-exchange/mba-exchange](http://www.rsm.nl/rsm-for-your-exchange/mba-exchange)

The International Office is the first point of contact for all international exchange students – those coming to Rotterdam, and those leaving Rotterdam to study at our partner schools. Our team operates from two offices. Bachelor and master exchanges are organised from the home of MSc and BSc programmes in the Mandeville building, and MBA exchanges are organised from the home of our MBA programmes in the Bayle building.

### International Office, bachelor and master exchanges

**Linda de Vries**, Head International Office (Partner agreements & Master outgoing students), [Lvries@rsm.nl](mailto:Lvries@rsm.nl)  
**Ligaya Kasm-Borgonje**, Programme Manager Bachelor & Master Exchange (outgoing), [Lkasm@rsm.nl](mailto:Lkasm@rsm.nl)  
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**Ellen van Oeffelen**, Administrative Assistant, [eoeffelen@rsm.nl](mailto:eoeffelen@rsm.nl)

### MBA Exchange Office, MBA exchanges

**Eva Lejeune**, Programme Manager International Full-time MBA, [elejeune@rsm.nl](mailto:elejeune@rsm.nl)



Linda



Ligaya



Jacky



Ellen



Karin



Ellen



Eva

The business school that thinks  
and lives in the future



## Application Master Exchange Programme

**Admission Requirements** To take part in an exchange with RSM, students must:

- be a student of a MSc programme, or be studying at (post)graduate level
- be nominated by a partner school before the deadlines
- Have good English-language skills, with a TOEFL score of 600 or above in the paper-based test or 95+ in the online test, or an IELTS score of 6.5; level B2.2 (Common European Framework of References for Languages) or written proof of a comparable level of English. Non-native English speakers whose existing study programmes are taught in English are exempt.

**NOTE:** other requirements apply to participants in the International Consultancy Project (ICP). Please see the section about course workload and examinations.

**Nomination deadline (by email):**

Autumn term: 1 May  
Spring term: 1 October

**Students' Application deadline (online):**

Autumn term: 15 May  
Autumn term: 15 October

**After nomination:** students will receive a welcome email which contains instructions for the online application, more information, and a checklist to help them prepare. It includes information about visas, residence permits and accommodation.

**Required documents to be sent digitally:**

**Step 1:** Completed RSM Master Exchange online application including uploads of:

- 1 digital passport-size photo (.jpg)
- Copy/scan of personal details page of passport
- Copy/scan of a recent transcript (or academic report) showing recent grades
- Proof of proficiency in English (for non-native speakers only)

Upon receipt of these documents students will be given further information about:

**Step 2:** Visa and residence permit

**Step 3:** Student ID form

**Step 4:** All other relevant information (courses, accommodation, calendar)

**Additional documents for students who need an entry visa (TEV) and/or residence permit (REF):**

- Completed VISA and residence permit application forms.
- Proof of sufficient funds for the duration of the exchange (at least € 900 per month).  
The total amount (for example, €3,600 for 4 months), plus fee for the visa (€ 311) must be transferred to RSM. Students will be refunded within 2 weeks of arrival.
- Copy of valid passport including the personal details page.

**Visa requirements are subject to change. Always check:** [www.nuffic.nl/en/entry-residence/visa-wizard](http://www.nuffic.nl/en/entry-residence/visa-wizard).

## Academic calendar 2016-2017 for the full semester exchange and short programme

<b>Autumn:</b>	To be announced	Introduction Day (compulsory)
Block 1:	29 August – 22 October, 2016	Courses (period includes exams)
Block 2:	24 October – 22 December, 2016	Courses (period includes exams)
<b>Spring:</b>	To be announced	Introduction Day (compulsory)
Block 3:	30 January – 17 March, 2017	Courses (period includes exams)
Block 4:	20 March – 5 May, 2017	Courses (period includes exams)
Block 5:	8 May – 23 June, 2017	Courses (period includes exams)



Students participate in a full academic term (2 blocks) in either autumn or spring, and can also choose to take part in a short programme, which is a single block of 7-8 weeks. Participation in the International Consultancy Project is possible only for students who join us for a full term during either Blocks 1 & 2 OR Blocks 3 & 4.

## Curriculum

Incoming students join the master programme core courses during the autumn term. In spring, they will choose from the selection of master electives. All courses come from the curricula of our range of specialised master programmes. Specialties include: Accounting and Financial Management, Business Information Management, Strategic Entrepreneurship, Human Resource Management, Management of Innovation, Marketing Management, Organisational Change & Consulting, Strategic Management, Supply Chain Management, and Finance and Investments, Global Business & Sustainability.

Students are welcome to participate in courses from other master programmes if times and schedules permit this:

<https://courses.eur.nl/###RSM>

The Introduction Day is compulsory for students studying at RSM for a full term. We expect students to arrive one day prior to the Introduction Day at the latest.

### **International Consultancy Project (optional in both autumn and spring)**

Exchange students are encouraged to participate in our challenging and exciting International Consultancy Project, a real-life consultancy project carried out in teams for real businesses or organisations presenting real challenges.

This project is the cornerstone of the Master Exchange Programme, and lasts for almost four months. Students are expected to respond professionally to a real-world management problem and work together in a multidisciplinary and culturally heterogeneous group. Most projects focus on HRM, marketing, strategy or logistics, and teams are supervised by coaches from RSM and the organisation involved. The cases require an international team effort. Teams consist of four or five students of different nationalities assigned on the basis of their background and preferences, and the project's requirements. Such consultancy projects give students first-hand experience of working in multicultural teams.

There are extra language requirements for taking part in the International Consultancy Project: TOEFL: overall minimum: 95+, minimum per sub-score: 23; or IELTS: overall minimum: 6.5, minimum per sub-score: 6.5. Students whose entire study programmes are taught in English and native English speakers are exempt from these requirements.

### **For more information:**

[www.rsm.nl/rsm-for-your-exchange/master-exchange/programme-overview/the-international-consultancy-project/](http://www.rsm.nl/rsm-for-your-exchange/master-exchange/programme-overview/the-international-consultancy-project/)

## **Learning expectations: course workload and examinations**

**Language of instruction:** All courses are taught in English.

**ECTS:** 1 ECTS is equal to 28 student working hours including class hours, self-study, preparation exams, reading or writing papers.

**Autumn workload:** Incoming students take core courses during the autumn term and are expected to complete at least 20 ECTS (minimum 10 ECTS each block). The core courses are 3, 4, 5 or 6 ECTS each, with a total of 11 ECTS available per block.

**Spring workload:** Incoming students take either three or four master elective courses, each worth 6 ECTS. Students are expected to complete at least 18 ECTS during the spring and participate in courses in both blocks.

**In both Autumn and Spring:** Depending on the home school's requirements students can also choose to join the International Consultancy Project, which is worth 10 ECTS

**Short programme:** for short-programme participants (students who only join us for one block), the minimum workload in autumn is 10 ECTS and in spring 12 ECTS.

**Exams** are held at the end of each course. Assessments are based on written or take-home exams, progress reports, in-class presentations, group performance and essays.

### **Class format and profile**

RSM's MSc classes are a mix of lectures from RSM faculty and visiting business leaders, case studies, interactive projects, papers, presentations from fellow students, and discussion groups. Class sizes vary between 30 and 50 students. Class participation and attendance are reflected in students' final grades.

Our MSc programmes are aimed at students who have yet to gain professional experience; their average age is between 22 and 24, and more than 80 nationalities are represented at this level in the School. However, most students have some relevant working experience gained through internships, business projects or part-time management jobs. Visiting MBA exchange students will find that they fit quite easily into our master courses and have ample opportunity to connect and communicate with people from all over the world – an essential skill in international business.

## **Grading**

The Dutch grading system uses grades 1 to 10, with 1 being the lowest and 10 the best. Grades are generally given to one decimal place. Grades with a 0.4 or lower will be rounded down, and grades with a 0.5 or more will be rounded up. Transcripts from students in our exchange programmes will show grades to one decimal place.

See also: [www.rsm.nl/rsm-for-your-exchange/master-exchange/programme-overview/grading-scale/](http://www.rsm.nl/rsm-for-your-exchange/master-exchange/programme-overview/grading-scale/).



## Buddy system and student life

The International Office works with a buddy system. Buddies are responsible for organising the welcome of exchange students, making sure they are shown around the university and the city, as well as helping with immediate practical matters. The International Office also organizes an introduction programme including workshops and dinners.

There are also meet-ups for social drinks, cultural excursions and parties organized throughout the whole exchange programme. Exchange students can expect fellow students of more than 50 nationalities from our network of more than 100 leading business schools all over the world.

Students can connect with other current exchange students by joining the Facebook group '*RSM Exchange Students 2016-2017*'.



The Erasmus Student Network, ESN-Rotterdam organizes lots of activities, events and city trips for international students studying at Erasmus University Rotterdam. ESN-Rotterdam is also responsible for organising the pick-up service from Schiphol Airport. All international students are introduced to ESN by e-mail before they travel to the Netherlands. ESN-Rotterdam's activities are posted on their Facebook page: <https://www.facebook.com/pages/ESN-Rotterdam/110483115720622?fref=ts>

There are also several events organized for all new international students at our university. You will find information concerning these activities in due time on: [http://www.eur.nl/english/essc/welcome/upon\\_arrival/orientation/](http://www.eur.nl/english/essc/welcome/upon_arrival/orientation/).

Check the video where ESN introduces itself: [www.youtube.com/watch?v=tgadISHAVEg](http://www.youtube.com/watch?v=tgadISHAVEg)

## Accommodation

EUR has a cosmopolitan campus and Rotterdam is a lively and modern city where English is widely spoken. In 2014 it was listed as a top-ten city in the New York Times' list of 52 places to go in 2014.

There is high demand for short-stay student accommodation. Information about housing in Rotterdam is on the EUR-website [http://www.eur.nl/english/campus\\_facilities/facilities/housing/](http://www.eur.nl/english/campus_facilities/facilities/housing/). Accommodation can be pre-arranged with the housing corporation Stichting Studenten Huisvesting (SSH) which provides rooms and apartments either on campus or in neighborhoods near the university or in the city center. All apartments are fully furnished. SSH uses an on-line booking system, see <http://sshxl.nl/en>.

Incoming students can also use [www.housinganywhere.com](http://www.housinganywhere.com); [www.nestpick.com](http://www.nestpick.com); [www.roomplaza.com](http://www.roomplaza.com) or [www.thestudenthotel.com](http://www.thestudenthotel.com).

## Career services

All exchange students have full access to our Career Services: [www.rsm.nl/career-services/](http://www.rsm.nl/career-services/).

## Language courses

The university's Language and Training Centre organizes several courses for learning Dutch and other languages. The Dutch crash course, which starts prior to the exchange programme, is part of the centrally organized university orientation programme called "Intensive Dutch Course". For more information: [http://www.eur.nl/english/ltc/students/courses/dutch/intensive\\_dutch\\_course/](http://www.eur.nl/english/ltc/students/courses/dutch/intensive_dutch_course/).

The regular language courses (evening classes) start three times a year (October, January and April). For more information see: [www.eur.nl/english/ltc/students/courses/](http://www.eur.nl/english/ltc/students/courses/).

## Entry visa and residence permit

RSM's International Office can give individual assistance to students requiring an entry visa and/or residence permit for the Netherlands. Students must submit completed documents to the International Office to begin the accelerated application process. Approved visas must be collected from the Dutch embassy or consulate in their home country, or their country of residence. [www.rsm.nl/rsm-for-your-exchange/master-exchange/practical-information-need-to-know/visa-immigration/](http://www.rsm.nl/rsm-for-your-exchange/master-exchange/practical-information-need-to-know/visa-immigration/).

## Costs of Living

The estimated costs for a term of 4 terms are € 4,500. These costs include visa and/or residence permit (if applicable), living expenses, health insurance (mandatory), books, readers. However, personal spending patterns vary and this indication is intended only as a rough guide.

