

Profiling Fund Regulations 2022-2024

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Chapter 1 General provisions

Article 1 Basis of the Regulations

These Regulations constitute an elaboration of Article 7.51 up to Article 7.51i of the Dutch Higher Education and Research Act (hereafter referred to as: WHW).

Article 2 Purpose of the Regulations

1. In view of the provisions of Article 7.51h WHW, these Regulations lay down further rules of a procedural nature with respect to the
 - a. financial support in connection with study delays due to special circumstances as referred to in Article 7.51 WHW;
 - b. financial support in connection with an increased study load as referred to in Article 7.51a WHW;
 - c. financial support in connection with non-renewal of accreditation as referred to in Article 7.51b WHW;
 - d. financial support in connection with internationalisation as referred to in Article 7.51d WHW;
 - e. provision for additional support as referred to in Article 7.51g WHW.
2. The further rules of a procedural nature referred to in paragraph 1 concern:
 - a. the criteria for granting the financial support in question;
 - b. the amount and duration of the financial support in question;
 - c. the procedure for applying for and granting financial support; and
 - d. the payment of the financial support granted.

Article 3 Scope

These Regulations apply to students enrolled in the full-time variant of the study programmes referred to in [Article 7.3a, paragraph 1 WHW](#) at Radboud University.

Article 4 Definitions

1. The terms used in these Regulations that also occur in the WHW have the same meaning assigned by the WHW, unless stated otherwise in paragraph 2.
2. The following definitions apply:
 - a. Supplementary grant: supplementary grant as referred to in Article 3.8 of the 2000 Student Finance Act (hereafter referred to as: WSF 2000);
 - b. Performance-related grant: higher education performance-related grant as referred to in Article 5.1 of the WSF 2000;
 - c. Performance-related grant period: the period, as referred to in Article 5.2 of the WSF 2000, in which a student is entitled to a performance-related grant. For students who are not entitled to a performance-related grant because of their nationality, the 'performance-related grant period' will be determined as if the student had been entitled to a performance-related grant from the first year of enrolment.

Chapter 2 Special circumstances

Article 5 General provisions

1. The Executive Board makes provisions for financial support in the case of incurred and/or expected study delay due to one of the following special personal circumstances:
 - a. positions in a board or participational body as referred to in Article 7.51 paragraph 1a WHW;
 - b. important activities in the administrative or social field as referred to in Article 7.51 paragraph 1b WHW;
 - c. illness or pregnancy and childbirth;
 - d. a disability or chronic illness;
 - e. special family circumstances;
 - f. an insufficiently feasible study programme;
 - g. the following special circumstances in which students find themselves, as determined by the Executive Board:
 - i. provision of volunteer care, or
 - ii. practicing sport and/or art at top level, as recognised by the Executive Board on the basis of the Top Talent Scheme.
 - h. something other than the above-mentioned circumstances which, if a request for financial support based on these circumstances were not honoured by the Executive Board, would lead to serious unfairness.
2. The rules of a procedural nature concerning the financial support in connection with the positions in a board or participational body as referred to in paragraph 1a are laid down in section 2.2.
3. The rules of a procedural nature concerning the financial support in connection with the important activities as referred to in paragraph 1b are laid down in section 2.3.
4. The rules of a procedural nature concerning the financial support for top talent in sports and the arts as referred to in paragraph 1g under ii are laid down in section 2.4.
5. The rules of a procedural nature concerning the financial support for students undergoing the other special circumstances referred to in paragraph 1 are laid down in section 2.5.

Section 2.2 Positions in a board or participational body

Article 6 Criteria for granting support

1. The criteria for granting financial support, as referred to in this section, are as follows:
 - a. The student is enrolled at Radboud University for the entire academic year;
 - b. The student is enrolled as a full-time student;
 - c. The student pays tuition fees to Radboud University;
 - d. The student has not obtained a degree for the study programme for which he or she is enrolled. An exception to this can be made in the case of a double degree programme;
 - e. The student holds a position
 - I. in one of the governance or participational bodies of Radboud University as listed in Appendix A, or
 - II. on the board of a student organisation which has been recognised by the Executive Board by separate decision in accordance with the Regulations on the Recognition of Student Organisations, with respect to which the Executive Board has determined, in accordance with the procedure

described in Appendix B, that holding said position entitles the holder to more than 0 months of financial support.

2. In addition to the criteria referred to in paragraph 1, the following criteria apply to positions in a board or participational body that are awarded nine or more months of financial support:
 - a. The student prepares a personal plan, which includes agreements about the combination of study, the position in a board or participational body personal circumstances, for the year in which the student holds the position. The motivation and study progress of the student are also taken into account here.
 - b. The personal plan is assessed by the student counsellor, who offers advice to the Director of Academic Affairs.

Article 7 Amount and duration of the support

1. The amount of one month of financial support for the academic year 2022-2023 is €308.81.
2. The duration of the financial support shall be determined taking into account the provisions of Appendix A and B and the provisions of paragraph 3 and beyond.
3. Financial support may never be granted for more than twelve months per academic year.
4. Maximum support of 18 months per student during the entire period of enrolment applies to any study delay on the basis of board work.
5. There is no maximum support for participational positions or the combination of participational bodies and board positions.
6. If a student is able to present a DUO statement that verifies that the student has a right to a supplementary grant, the student can also apply for supplementary financial support equal to the amount of the supplementary grant in the regular application procedure.
7. If the student applies for an extension of the performance-related grant period, as referred to in Article 5.2b paragraph 1 of the WSF 2000, the student cannot claim additional support from the Profiling Fund to the amount of the supplementary grant during the period of the extension. If, as a result of the extension of the performance-related grant period, the student is also entitled to a remission, as referred to in Article 6.2a of the WSF 2000, the value of the remission will be deducted from the total payment from the Profiling Fund.

Article 8 Application and grant decision

1. Prior to the academic year, the board of the organisation will be requested to specify their new board members.
2. The individual board members will receive a message via the Osiris platform to initiate the payment request and to submit additional information.
3. The number of months of financial support determined for the student organisation on the basis of Appendix B is divided proportionally over the registered board members.
4. Depending on the level of responsibility of the board positions, the following submission deadlines apply for boards with:
 - a. positions with 9 to 12 months of financial support: before 1 October;
 - b. positions with up to 9 months of financial support: before 1 December.
5. Notwithstanding the dates in paragraph 4, boards or board members who do not take office at the beginning of the academic year may be given different submission dates on request. To this end, the student contacts the Student Life and International Mobility department.
6. Based on the conditions in Article 6 and the personal plan, the financial support in excess of 8 months will be awarded by the Director of Academic Affairs.

Article 9 Payment

1. For positions up to and including 8 months of financial support, payment of the total amount of support takes place in the form of a gift at the end of the academic year in which the board work is carried out. Payment will take place no later than 1 July.
2. For positions with 9 to 12 months of financial support, the total amount of support is paid out in the form of a gift at the end of the academic year in which the board work is carried out. Payment will be made in two parts, the first no later than 1 March and the second no later than 1 October.

Section 2.3 Important activities in the administrative or social field

Article 10 Criteria for support

The criteria for granting financial support, as referred to in this section, are as follows:

- a. The student is enrolled at Radboud University for the entire academic year;
- b. The student is enrolled as a full-time student;
- c. The student pays tuition fees to Radboud University;
- d. The student has not obtained a degree for the study programme for which he or she is enrolled. An exception to this can be made in the case of a double degree programme;
- e. The student performs activities which, in the opinion of the Executive Board, are partly in the interest of Radboud University or the education the student follows.

Article 11 Amount and duration of support

1. The amount of financial support in the academic year 2022-2023 is € 308.81 per month.
2. The duration of the support is determined by applying the relevant provisions of section 2.2.

Article 12 Application and grant decision

The application for and the decision on the granting of financial support are made in the manner described in section 2.2.

Article 13 Payment

Payment shall be made in accordance with the procedure described in section 2.2.

Section 2.4 Top Talent in Sports and the Arts

Article 14 Criteria for granting support

1. The criteria for granting financial support, as referred to in this section, are as follows:
 - a. The student is enrolled at Radboud University for the entire academic year;
 - b. The student is enrolled as a full-time student;
 - c. The student pays tuition fees to Radboud University;
 - d. The student has not obtained a degree for the study programme for which he or she is enrolled. An exception to this can be made in the case of a double degree programme;
 - e. The student has been recognised as a top talent in sports or the arts on the basis of the Top Talent Scheme;
 - f. The student is delayed in his/her studies because of practicing the top talent in question and has reported this delay to the student counsellor in good time;
 - g. The provisions of Article 18.2(e) of these Regulations apply correspondingly.

2. In addition to the criteria mentioned in paragraph 1, for top talents in sports it applies that if the student is eligible for a payment from the NOC*NSF study guarantee fund, the student must first make use of this facility.

Article 15 Amount and duration of the support

1. The amount of one month of financial support for the academic year 2022-2023 is €308.81.
2. The duration of the support shall be determined on the basis of
 - a. the relationship between the exercise of the top talent and the delay in the nominal study programme of 60 ECTS per academic year, taking into account the education and examination programme;
 - b. the total study duration of the study programme.
3. If a student is able to present a DUO statement that verifies that the student has a right to a supplementary grant, the student can also apply for supplementary financial support equal to the amount of the supplementary grant in the regular application procedure.
4. During the entire period of enrolment, a student may register a maximum of 9 months of study delay in the Bachelor's phase and 3 months in the Master's phase. If the nominal duration of the study programme is longer, this maximum is increased by 3 months for each additional year. The accrued months are paid out in accordance with Article 17.
5. If a delay due to work for a board or a participational body coincides with a delay due to exercising a top talent, the financial support awarded due to governance or participational work is deducted from the number of months of study delay registered due to exercising a top talent.
6. In addition to the provisions above, the amount paid from the NOC*NSF study guarantee fund for top talents in sports will be deducted from the financial support the student is entitled to under these regulations.

Article 16 Application and grant decision

1. At the latest within 3 months after expiry of the performance-related grant period + 1 year, the student must submit a request for payment of the financial support to the Student Affairs department.
2. The request will be accompanied by a copy of the most recent DUO notice regarding the performance-related grant received each month by the applicant pursuant to the WSF 2000, unless the student, by virtue of his/her nationality, is not or was not able to claim the performance-related grant.
3. The Executive Board shall decide on the application within 8 weeks of receipt. If the request is granted, the Executive Board shall determine in accordance with Article 15 during which period the financial payment will be made.

Article 17 Payment

1. Payments will commence no later than four months after expiry of the performance-related grant + 1 year, unless the student has expressly stated that he or she wishes to start receiving the financial aid on another date.
2. The payment of the financial support will cease after expiry of the period during which the student is entitled to support or on the month in which the student ceases to be enrolled.

Section 2.5 Other special circumstances

Article 18 Criteria for granting support

1. The criteria for granting financial support, as referred to in this section, are as follows:

- a. The student is enrolled as a full-time student; This applies both to the time of registration of the study delay and the time of pay-out;
 - b. The student pays tuition fees to Radboud University;
 - c. The special personal circumstances occur in the performance-related grant period + 1 year;
 - d. The student has not already obtained a degree during the performance-related grant period + 1 year for the study programme for which he or she is enrolled. An exception to this can be made in the case of a double degree programme;
 - e. Any personal circumstance that leads or may lead to a delay in study must be reported to the student counsellor. Following this report, a mandatory discussion with the student counsellor will take place. A (study) agreement will be made during the interview with the student counsellor which will be focused on limiting the study delay, taking into account the circumstances and welfare of the student; These personal circumstances must be reported as soon as possible, but in any case, within 3 months after the occurrence of (1) the personal circumstances or (2) the study delay resulting from it. No claim can be made for support due to personal circumstances or a study delay that took place more than 3 months before the personal circumstances were reported. The obligation to report personal circumstances may be deviated from if a student has not been able to report the personal circumstances in time and can substantiate that there had been personal circumstances before. At the end of the academic year in which the report was made, the student will be requested to submit the missing information. The requested information must be received by the Student Affairs department no later than 15 October following the end of the academic year. In a progress report, the student counsellor will document the number of study delay months due to special personal circumstances in the previous academic year, the so-called 'registered study delay'. At the end of the performance-related grant period + 1 year, the total study delay due to the special circumstances of a personal nature is determined on the basis of the progress report.
2. In addition to the criteria mentioned in paragraph 1, the student with a physical, sensory or other functional impairment must have availed themselves of the possibility of extending the performance-related grant period, as referred to in Article 5.2b of the WSF 2000, if the student has been delayed because of the impairment.

Article 19 Amount and duration of the support

1. The amount of support referred to in this chapter in the academic year 2022-2023 is € 308.81 per month.
2. The duration of the support shall be determined with due observance of the provisions of paragraph 3 et seq.
3. The principle is that a student can be granted support for an average of 4 months' delay per academic year, with a maximum of 24 months over the total study duration for 6-year study programmes. The number of months is determined on the basis of:
 - a. the relationship between the personal circumstances and the delay in the nominal study programme of 60 ECTS per academic year, taking into account the education and examination programme;
 - b. the total study duration of the study programme.
4. If a delay due to work for a board or a participational body coincides with a delay due to special personal circumstances, the financial support awarded due to governance or participational work is deducted from the number of months of study delay registered due to special personal circumstances (force majeure).
5. If a student is able to present a DUO statement that verifies that the student has a right to a supplementary grant,

the student can also apply for supplementary financial support equal to the amount of the supplementary grant in the regular application procedure.

6. If the student applies for an extension of the performance-related grant period, as referred to in Article 5.2b paragraph 1 of the WSF 2000, the student cannot claim additional support from the Profiling Fund to the amount of the supplementary grant during the period of the extension (12 months). If, as a result of the extension of the performance-related grant period, the student is also entitled to a remission, as referred to in Article 6.2a of the WSF 2000, the value of the remission will be deducted from the total payment from the Profiling Fund.

Article 20 Application and grant decision

1. At the latest within 3 months after expiry of the performance-related grant period + 1 year, the student must submit a request for payment of the financial support to the Student Affairs department.
2. The request will be accompanied by a copy of the most recent DUO notice regarding the performance-related grant received each month by the applicant pursuant to the WSF 2000, unless the student, by virtue of his/her nationality, is not or was not able to claim the performance-related grant.
3. The Executive Board shall decide on the application within 8 weeks of receipt. If the request is granted, the Executive Board shall determine in accordance with Article 18 during which period the financial payment will be made.

Article 21 Payment

1. The payment of the financial support will start no later than four months after expiry of the student's performance-related grant period + 1 year.
2. Notwithstanding the provisions of paragraphs 1 and 2, the student may request that the support be paid out at another time.
3. The payment of the financial support will cease after expiry of the period during which the student is entitled to support or on the month in which the student ceases to be enrolled.

Chapter 3 Greater study load

[Not applicable at Radboud University]

Chapter 4 Non-renewal of accreditation

Article 22 General provisions

The Executive Board shall make provisions for the financial support of a student who is enrolled at the institution concerned for a study programme for which accreditation as an existing study programme has been refused, as referred to in [Article 5.17\(1\)](#), or for which accreditation has been withdrawn, as referred to in this [article](#).

[5.19](#) and [Article 5.20](#) as a result of which the student is no longer entitled to financial aid.

Article 23 Criteria for support

1. The criteria for granting financial support, as referred to in this chapter, are as follows:
 - a. The student is enrolled for the entire academic year;
 - b. The student is enrolled as a full-time student;
 - c. The student pays tuition fees to Radboud University;
 - d. The student has not obtained a degree for the study programme for which he or she is enrolled. An exception to this can be made in the case of a double degree programme.
 - e. The student is enrolled in a study programme that has been refused 'accreditation of existing study programme' as referred to in Article 5.17, paragraph 1 of the WHW, or is enrolled in a study programme whose accreditation has been revoked as referred to in Articles 5.19 and 5.20 of the WHW;

Article 24 Amount and duration of support

1. The amount of support referred to in this chapter in the academic year 2022-2023 is € 308.81 per month.
2. The duration of the support shall be granted by separate decision with corresponding application of the relevant provisions in section 2.5.

Article 25 Request procedure and award decision

The application for and the decision on the granting of financial support are made in the manner described in section 2.5.

Article 26 Payment

Payment shall be made in accordance with the procedure described in section 2.5.

Chapter 5 Scholarships and grants

Section 5.1 General provisions

Article 27 Incoming and outgoing students

1. The Executive Board shall make the provisions set out in this chapter for the financial support of students who are enrolled at Radboud University for a study programme for which they have not yet been awarded a degree, and who belong neither to one of the groups of persons referred to in [Article 2.2 of the Student Finance Act 2000](#), or have Surinamese nationality. The rules of a procedural nature concerning the financial support referred to in paragraph 1 are laid down in section 5.2.
2. In addition to the provisions of paragraph 1, the Executive Board provides the facilities described in this chapter for the financial support of students who wish to pursue higher education outside the Netherlands. The rules of a procedural nature concerning the financial support referred to in paragraph 2 are laid down in section 5.3.

Section 5.2 Non-EEA students

Article 28 Provision of scholarships for non-EEA students

The Executive Board determines by separate annual resolution how many scholarships are available as well as the type of scholarships. The number and type of scholarships are further described on a dedicated Radboud University website [insert PM link].

Article 29 Criteria for award

1. The criteria for granting financial support, as referred to in this section, are as follows:
 - a. The student is enrolled for the entire academic year;
 - b. The student is enrolled as a full-time student;
 - c. The student is enrolled in a study programme for which he/she has not yet been awarded a degree;
 - d. The student pays tuition fees to Radboud University;
 - e. The student belongs to the target group as described in Article 7.51d of the WHW;
 - f. A Faculty Advisory Committee for scholarship programmes for non-EEA students provides the Executive Board with a recommendation pertaining to a scholarship for the student. The committee applies the following selection criteria:
 - I. academic quality;
 - II. motivation;
 - III. extra-curricular activities.
2. Additional award criteria may apply to scholarships offered by Radboud University in cooperation with partner organisations.

Article 30 Amount of the financial support

The amount of financial support depends on the type of scholarship.

Article 31 Application and grant decision

1. The (prospective) student must apply for the financial support before the set deadline

prior to the academic year to which the application relates.

2. In addition to the documents required for admission to the Master's programme, the (prospective) student must attach a curriculum vitae to the application.
3. In addition to the documents mentioned in paragraph 3, the Faculty Advisory Committee may request one or more letters of recommendation from references and/or conduct an interview with the applicant.
4. The Executive Board shall decide on the granting of financial support based on the advice of the Faculty Advisory Committee.

Article 32 Payment

The financial support is paid out at the start of the (first) academic year.

Section 5.3 Foreign residence

Article 33 Provision for grants abroad

As a provision within the meaning of Article 7.51d, paragraph 2 of the WHW, the Executive Board has established the following types of grants:

Scholarship	Period	Objective
Long-term grant	Minimum of 2 months, maximum of 4 months	Study/internship/research abroad. If the student has received a Holland Scholarship, this counts as a long-term grant.
Short-term grant	Minimum of 1 week, maximum of 2 months	Summer or winter programmes or other short-term courses/activities
Preceptorship grant *	Minimum of 4 weeks, maximum of 12 weeks	Preceptorships abroad
Conference grant	Maximum of 3 days	The condition is that the conference theme is closely related to a specialisation of the degree programme and that there be active participation in the conference, e.g. presentation of a poster, participation in work groups, or holding a lecture.

Article 34 Criteria for granting support

1. The criteria for granting financial support, as referred to in this section, are as follows:
 - a. The student is enrolled for the entire period for which the grant is awarded;
 - b. The student is enrolled as a full-time student;
 - c. The student is enrolled in a study programme for which he/she has not yet been awarded a degree;
 - d. The student pays tuition fees to Radboud University;
 - e. The activity for which the financial support has been requested is relevant to the study programme of the student and the content has been approved by the International Office of the faculty; in the case of the conference grant, the activity can also be approved by the academic counsellor;
 - f. The student will receive study credits for this activity and/or the courses that the student will take, unless it pertains to a conference grant;

- g. The student does not receive any other external funding for the same expenses;

- h. The student will not be receiving financial support from the Radboud Honours Academy for the activities.
2. The student is eligible once in the Bachelor's phase and once in the Master's phase for a long-term grant or preceptorship grant.
3. The student will be eligible once for a short-term grant.

Article 35 Amount and duration of the support

1. The amount of the financial support is determined taking into account what is described on a dedicated Radboud University website [insert link]. In determining the amount, the type of grant and the nature and duration of the stay abroad are taken into account. The scholarships are fixed and awarded on an individual basis.
2. The financial support may vary in amount, depending on the type of grant for which the student is eligible.

Article 36 Application and grant decision

1. The student submits an application for a stay abroad to the International Office of the faculty, or, in the case of the conference grant, to the academic counsellor.
2. The International Office of the faculty in question or the academic counsellor assesses whether the application is approved in terms of content, taking into account, among other things:
 - a. The period of the stay abroad;
 - b. The type of activity and a brief description; and/or
 - c. The host institution where the activity will take place.
3. If the application is conditionally approved, the student will receive an invitation from the Student Life and International Mobility department to start the application for the grant or, in the case of the conference grant, the student can start an application themselves. The short-term grants are distributed on a first come first serve basis.
4. As a component of the application, the student signs a grant agreement, in which he or she declares that the financial support will only be used for this purpose. This must be returned before departure.
5. All documents must be provided to the Student Life and International Mobility departments no later than 2 weeks prior to departure. For the conference grant, the documents must be submitted at least one day in advance. If this condition is not met, then the application will not be processed.
6. The student will then receive a preliminary award letter specifying the approved grant amount.
7. Within one month of the end of the stay abroad, the student must submit the following documents:
 - a. A statement form, a confirmation of participation, or some other document of proof verified by the host institution that the student participated in the activity for which the student travelled abroad.
 - b. A report of the stay abroad. This report can be published (optionally without identifying information) on the Radboud University website as inspiration for other students to consider a stay abroad.

Article 37 Payment

1. The preliminary allocation of 75% of the amount will be disbursed in advance and the remaining 25% will be disbursed after submission of all documents upon completion of the stay abroad. If the documents provided are incorrect or incomplete, the student will have to repay the preliminary allocation and advance payment.

2. Notwithstanding the first sentence of paragraph 1, in the case of a conference grant, the entire amount will be paid after the end of the stay abroad, following submission of all documents.
3. If the student does not satisfy the abovementioned conditions or does not submit the required documents within the mandatory time frame, the student will have to repay the entire amount, barring circumstances of force majeure.

Chapter 6 Final provisions

Article 38 Implementation of the Regulations and power of attorney

For the implementation of the provisions in these Regulations, the Executive Board has granted, through a separate decision, the following authorisations:

	Task or power	Location	Authorised representative	Right of substitution
1.	Granting of financial support	Chapters 2, 4, 5	AA Director	Yes
2.	Determining the weight of management months for each position in a board or participational body	Appendix A en B	AA Director	Yes
3.	Determining different submission dates for boards and board members	Article 8 paragraph 5	AA Director	Yes
4.	Determining special circumstances of a personal nature	Article 18 (1) (a)	AA Director	Yes
5.	Setting application deadline	Article 31 paragraph 1	AA Director	Yes

Article 39 Digital transmission of messages and decisions

Messages pertaining to - and decisions based on - these Regulations will be sent digitally to the student to the @ru.nl e-mail address or an alternative e-mail address that the student has recorded in Studielink.

Article 40 Concurrence

If, within the same period, there is a concurrence of circumstances giving rise to financial support, it is determined which circumstance has caused the greatest study delay. Financial support may never be granted for more than twelve months per academic year.

Article 41 Safety net clause

In all cases not covered fully or partially by these Regulations, the decision lies with the Executive Board. In case of ambiguity or conflict between these Regulations and the relevant legal provisions, on the basis of the WHW, the legal provisions will prevail.

Article 42 Privacy

The personal data provided in the context of these Regulations will be processed in a proper and careful manner in accordance with the applicable laws and regulations. For more information about the way Radboud University processes data, see: www.ru.nl/vaste-onderdelen/privacyverklaring-radboud-universiteit/.

Article 43 Objection and appeal mechanism

Decisions based on these Regulations can be objected to by the student within 6 weeks after publication of the decision via klachtenloket@bjz.ru.nl. If the student disagrees with the decision on the objection, an appeal may be lodged with the Appeals Tribunal for Higher Education in The Hague. For further information, see: www.ru.nl/studenten/tijdens-studie/bezwaar-beroep/klachten/.

Article 44 Adoption, alteration and participational bodies

These Regulations shall be adopted by the Executive Board after obtaining the consent of the University Student Council.

Article 45 Entry into force

1. These Regulations shall enter into force on 1 September 2022 and shall replace the 2020-2022 Profiling Fund Regulations and its appendices with effect from that date.
2. These Regulations shall be reviewed within two years of their entry into force. Adopted by the Executive Board on [insert date].

Article 46 Publication

The Executive Board will ensure the appropriate publication of these Regulations and any amendments.

Article 47 Referral

These Regulations can be cited as 2022-2024 Profiling Fund Regulations.

Appendix A: Membership of a university governing or participational body

Students who have been appointed or declared elected and, as a result, are members of, or sit on, a university governing body or participational body listed in the table below are eligible for financial support. The duration of the financial support that can be claimed for holding the position is based on the declared realistic timeframe and is shown in the table below.

Position	Months of financial support 2022/2023 and 2023/2024
Assessor	11
USC chair	12
USC vice-chair	11
USC secretary	11
USC member	8
FSC chair	3
FSC member	2
Member of programme committee	1
Assessor of the NWI Education Institute	2
Member of Education policy committee	2
Member of OMT 1, 2, 3 and T	2
Member of OMT 4	3
Member of KO	3
SOOS (total)	15

Appendix B: Administrative position in a student organisation

Students who are appointed or elected to the board of a student organisation recognised by the Regulations on the Recognition of Student Organisations are, in principle, eligible for financial support. The duration of the financial support depends on the weight of the position held by the student and therefore on the reasonable study delay involved in performing the position.

The weight of the position is assessed by a Review Committee, which advises the Executive Board. The Executive Board determines the number of months of financial support per student organisation. The basic principle is that a student organisation can be granted financial support for a maximum of 72 months.

1. WEIGHTING FACTORS

a. Number of members

To be eligible for financial support, a student organisation must have at least 20 student members. The starting point is the number of student members on 1 November of the academic year in which the student organisation is assessed. Only full student members, studying at Radboud University or HAN University of Applied Sciences, are taken into account. Full membership is the case if the member pays a membership fee and is eligible to vote in the association's general members meeting. Persons who are members at a greatly reduced membership fee or who sign up to use certain services of the association are not included.

b. Scope of activities

As foundations do not have any members, instead the number of students who directly benefit from the activities is used. The greater the scope of activities, the greater the weight in the allocation of months of financial support.

c. Range of activities

Financial support is only awarded to student organisations that focus on organising activities that are specific to the nature of the student organisation. For instance, a sports association must primarily focus on sports activities and only occasionally organise parties. Activities that are not specific to the student organisation and for which other student organisations at Radboud University are or could be responsible, do not qualify for months of financial support. The nature of the association is apparent from, among other things: the articles of association; the range of activities; the way in which the association profiles and/or positions itself.

Introductory activities organised by student organisations

- in so far as they contribute to the substantive introductory programme of the university or faculty - they are taken into account in the activities on offer. The committee bases its assessment on a description of the range of activities and other documents submitted by the organisation (including the annual report and financial report).

d. Added value of the organisation for Radboud University

The activities contribute to the national and/or international image of Radboud University and to Nijmegen's student community. The activities benefit at least 50 students of Radboud University or the HAN University of Applied Sciences each year.

2. EXPLANATION OF WEIGHTING FACTORS PER STUDENT ORGANISATION CATEGORY

The weighting factors may vary depending on the type of organisation or position. We distinguish between the following five categories of student organisations:

1. student organisations;
2. study and faculty associations;
3. umbrella organisations;
4. activities in the administrative or social field;
5. positions in connection with the management and administration of the university (these are included in Appendix A and are therefore not further elaborated here).

Sports associations, social clubs, cultural, and faith-based organisations are included in the student organisation category.

1. Student organisations:

In order to determine the number of months of financial support, the number of members and the activities offered are taken into account. If an association or a foundation can be regarded as the owner, main tenant or subtenant of a property, and the association or foundation is able to demonstrate, based on a description of the positions and activities, that it performs activities related to building management, the Review Committee may include this in the assessment.

2. Study and faculty associations

In order to determine the number of months of financial support, the number of members and the activities offered are taken into account.

3. Umbrella organisations:

The number of members who benefit from the activities, the job description, and the activities offered (where these can be verified as supplementary to the activities offered by the member organisations) impact the determination of the number of months of financial support. Umbrella organisations which have a dual function (according to the articles of association) that exists between the board membership of the umbrella organisation and that of the associated organisation are not eligible for support.

4. Organisations that organise administrative and social activities:

Organisations that organise administrative and social activities are those whose activities are in the interest of the institution and benefit a substantial number of students. The job description, the activities offered, and the number of members who benefit from the activities impact the determination of the number of months of financial support. The organisation's contribution to the image and the national and/or international profile of Radboud University may also be taken into account.

3. REVIEW PROCEDURE

a. Review Committee

The Student Affairs Office will create a Review Committee comprised of 2 staff members and 6 students. The student members will be appointed at the recommendation of the University Student Council. The Review Committee consists of two sub-committees: the assessment committee, which consists of 4 students and 2 staff members from the Student Affairs Office, and the appeals committee, which consists of 2 students and 2 staff members from the Student Affairs Office. In years

of regular compulsory assessment, the composition may deviate due to the number of student organisations that need to be assessed.

b. Compulsory and voluntary assessment

The administrative burden of student organisations is assessed by the Review Committee once every three years on a mandatory basis. In the intervening years, the administrative burden can be assessed at the request of the student organisation. This assessment is valid until the next regular mandatory assessment.

In 2022-2023 and 2025-2026 there is a regular mandatory assessment. In 2023-2024 and 2024-2025 there is a voluntary assessment. In September, Student Affairs informs the organisations about the upcoming mandatory or voluntary assessment.

c. Submitting documents

The following documents from an organisation under assessment must be in the possession of the Review Committee by 15 November at the latest:

- a completed application form; a declaration
- of recognition;
- the articles of association;
- the most recent annual report (last academic year), including the annual financial report and the
- balance sheet; this year's policy plan, including the budget;
- job description per board member; activity
- plan/overview.

d. Proposed recommendation by the assessment committee

The assessment committee will draw up a proposed recommendation on the distribution of the months of financial support. If the documents to be submitted for assessment are submitted later than the deadline stated in the previous section, this automatically leads to a proposed recommendation to allocate 0 months of financial support.

The Review Committee will inform all the assessed organisations and positions, in writing, of the intended recommendation of the assessment committee.

e. Hearing of stakeholders by appeals committee

Within 4 weeks of the date of the proposed recommendation, the parties involved can lodge a written objection to the provisional recommendation with the appeals committee of the Review Committee. The appeals committee also reviews all organisations that have submitted the application form and accompanying documents after the aforementioned deadline.

f. Review Committee's final recommendation

After the stakeholders concerned have been heard or after the four-week period in which it is possible to object to the proposed recommendation, the Review Committee draws up a final recommendation on the granting of the number of months of financial support.

4. INCIDENTAL ACTIVITIES

After the regular (or voluntary) assessment, another incidental assessment round will take place. A maximum of 100 months of financial support can be used for incidental activities

in the same academic year. A student organisation can apply for incidental months for this assessment. These are awarded for incidental projects or activities that involve a clearly increased administrative burden.

Explanation of the decision-making process

Outline of the proposal

The key changes to the previous regulation:

- Introductory and final provisions have been added to the Regulations, including a basis and a scope provision. The Regulations have also been adapted to Radboud University's new house style and are more in line with the university's qualitative standards for institutional regulations;
- Format adapted to Radboud University's new house style (both in design and layout);
- The Regulations' text was amended for inclusive language (e.g., him/her replaced by they/them (after advice from DM&C).
- In terms of structure, the Regulation has been better aligned with the statutory (WHW) provisions on the Profiling Fund. This makes it clearer that financial support can be offered in various situations, namely in the event of study delay (due to various circumstances), in the event of accreditation not being granted or not being granted anew and in the context of internationalisation.
- The sections on financial support in the event of study delay in various circumstances have been given the same structure, which makes it clearer which provisions apply in all circumstances (e.g. the amount of support and the relationship with any performance-related grant and supplementary grant the student may receive) and which provisions apply specifically to a particular circumstance (e.g. the application procedure for 'compensation for committee work', reporting personal circumstances to a student counsellor, the 'registration of study delay' and the concurrence with any extension of a performance-related grant through DUO).
- Several provisions on financial support for study delays have been rewritten for the sake of readability and clarity.
- The section on financial support for incoming non-EEA students who want to complete a Master's programme at Radboud University on a grant has been rewritten for the following points:
 - a clearer distinction has been made between selection criteria and the way these criteria are assessed.
- The section on financial support for a study period abroad has now been merged with Appendix C, so that all the information on this topic can be found in one place; Appendix C has been deleted.
- Appendices A and B have been structured differently, so that Appendix A only applies to students who are members of a governance or participational body of Radboud University, and Appendix B to students who hold a management position in a (recognised) student organisation. Appendix B explains how and on what basis it is determined how many months of financial support such a board position entitles the holder to;
- Authorisation for the Executive Board to amend 'non-major substantive amendments to the appendices' without the involvement of the USC has been removed. This is never used because it is precisely this appendix that contains relevant matters for the USC and such a power is also not in the spirit of the co-determination right.

Version management

No.	Date	By	For	Particulars
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V0.1		JZ	Coordination AA	Various editorial changes were made, both textual and design issues.
V0.2	24 May 2022	JZ	Proposed Executive Board decision	Various editorial changes were made, both textual and design issues.
V0.2	24 May 2022	JZ	USC consent	For request for approval of USC
V0.3	[xx] August 2022	JZ	definitive decision of Executive Board	- substantive changes at USC's request - technical changes regarding reference to article numbers
V0.4			For translation, publication and record keeping	For translation, publication and record keeping