Possibility of enrollment in the second year and exemptions for the entire first year

If you have successfully completed courses equivalent to the first year of an SBE study programme (at the same university level), you may qualify for exemptions. You can submit a request for exemptions to the Board of Examiners of SBE. The Board of Examiners will assess whether exemptions can be granted in your case.

Students, who do not switch between SBE study programmes, but switch from another university to SBE, cannot be exempted from parts of the first-year programme (so for separate, individual courses of the first-year of the Bachelor study programme concerned), but only from the entire first-year of the Bachelor´s study programme.

It is only possible to be exempted from parts of the final bachelor’s exam (year 2 and 3) if an exemption from the entire first year has been granted. Keep in mind that this means the registration procedure will take more time, so apply early!

First, carefully check all first year courses of your desired study programme at the website of Maastricht University. If you believe you can be exempted from the entire first year of the programme concerned, please send your signed and scanned request for enrolment second year and request for exemptions via email to the following email address: requests-bofex-sbe@maastrichtuniversity.nl with the subject "Enrolment second year and exemptions first year". Your request will only be assessed if you send the correct information along with it:

- A short description of the courses you passed you think that should cover the entire first year of your SBE study programme, including used literature and amount of ECTS (if your university does not work with ECTS, please send an official conversion table).
- An official transcript with the obtained credits (a signed and stamped transcript of the educational institute where you have passed these courses) as proof that you passed these courses successfully. All this information must be complete, written in English and submitted before 1 July 2019 if you want to start in September 2019!

Only complete requests that have been received before 1 July 2019 will be processed (the maximum processing time is eight weeks).

In the meanwhile, you can register (before the application deadline) for the study programme via Studielink. You have the following two registration options:

1. You can register for the first year via Studielink and at the same time submit a request to the Board of Examiners for enrollment in the second year and for exemptions for the entire first year as described above, or

2. You can register for the second year and submit a request to the Board of Examiners for enrollment in the second year and for exemptions for the entire first year as described above.

We would like to stress that the first option is the safest one: If the Board of Examiners declines your request for enrollment in the second year and does not grant you exemptions from the entire first year of the programme, you might still be accepted for the first year if you nevertheless wish to start the study programme.
Please note that you will also be assessed on the general admission requirements, so also upload the relevant documents as described on the website when you register via Studielink. If you have been accepted for the second year, and received exemptions, you can later also request more exemptions to a maximum of 60 ECTS credits for the final Bachelor’s exam (year 2 and 3).

For more information regarding exemptions, you can send an email to the Board of Examiners of SBE: requests-bofex-sbe@maastrichtuniversity.nl