

## **Instructions to “Definitive schedule for satisfying the (additional) statutory preparatory requirements for the selection of the Bachelor’s in Medicine 2019, including the International Track in Medicine, in time**

We trust that these instructions and UM-website concerning Admission and Registration to the Bachelor of Medicine at the UM\* contain enough information to be able to complete the definitive schedule. Only for urgent questions, please contact: [decsel-ba-gen@maastrichtuniversity.nl](mailto:decsel-ba-gen@maastrichtuniversity.nl).

\* This website also provides an extensive description of the selection criteria and the procedures of round 1 and round 2.

### **Important details regarding the status of the “Definitive schedule” and the need for satisfying the statutory prior education and/or additional subject requirements for the selection of the Bachelor’s in Medicine 2019, including the International Track in Medicine, in time”**

- Assessment of the “Definitive schedule” is part of the second round of the selection procedure for the Bachelor of Medicine at Maastricht University.
  - The definitive schedule ensures that you will be able to satisfy the statutory prior education and/or additional subject requirements for the bachelor of Medicine per academic year 2019-2020 by 16 July 2019, 16:00 CET.
- The definitive schedule should be uploaded **before** 29 March, 2019, 16.00 hours CET, but preferably sooner. Failing computers or problems with the connection to internet are **NO** valid excuse for missing the deadline. You will not receive an automatic confirmation of receipt, therefore check yourself if the document is indeed uploaded in the UM Student Portal: To check the proper uploading you:
  - Log out
  - Log in again
  - Go to the page where you uploaded the document and click on the category concerned (other)
  - Check if you see the uploaded document and make a print screen for your own files;
- You must submit evidence that you have rectified any deficiencies by 16 July 2019, 16:00 CET at the latest.
- If you are unable to demonstrate that you have rectified any deficiencies by 16 July 2019, 16:00 CET at the latest, for example because your exam results will only be issued after that date, then you must request a postponement no later than 16 July 2019, 16:00 CET. The request for postponement must be accompanied by documents showing that you will be able to satisfy the statutory prior education and/or additional subject requirements by no later than 22 August 2019 at 12:00 CET.
- You qualify for a place in the Bachelor’s programme in Medicine / ITM only if you have been selected based on your score in the second round of the selection procedure and will further satisfy all enrolment requirements by the relevant deadline.
- Your application will be rejected if you miss the deadline for submitting evidence that you have rectified any deficiencies and/or do not request a postponement of that deadline on time, or if your request for postponement of that deadline is turned down. In that case, you will not be enrolled and will no longer qualify for a place in the Bachelor’s programme in Medicine / ITM for the 2019-2020 academic year.

### **The definitive schedule**

The definitive schedule consists of a Word-document named ‘Definitive schedule\_2019-2020.’ The file that you need can be downloaded in step 3 of the webpage concerning admission and registration to the bachelor of Medicine at the UM.

Complete the document by providing the requested information about your personal data, information on subject deficiencies and your planning to rectify these on time.

As soon as you have completed the document, add the required scanned evidence to the appendices-section and save the entire document as a **PDF-file**. This file should then be uploaded to the UM Student Portal (use the denominator 'Other').

### ***Extra information about certain parts of the definitive schedule***

#### ***Statement page 1***

It is important for you to be well acquainted with the status of the 'definitive schedule' in the selection procedure and with the statutory prior education and/or additional subject requirements for the Bachelor's programme in Medicine as described on UM's website. We would therefore ask you to place a check mark indicating that you have read and understood these instructions and that you are aware of the statutory prior education and/or additional subject requirements for the Bachelor's programme in Medicine as described on UM's website.

#### ***Part A: Personal data***

Provide the requested information.

#### ***Part B - E:***

Indicate which situation applies to you and follow the accompanying instructions carefully.

More information about the statutory prior education and/or additional subject requirements can be found on our website regarding admission requirement for the bachelor of Medicine.

**Note!** The entrance examinations that are needed to remedy possible deficiencies can only be taken a few times a year on designated moments. Keep this into account when planning your participation. For additional information about these examinations, please visit: <http://www.ccvx.nl> and/or <http://www.boswell-beta.nl> .

#### **Appendices**

Use the space provided to add important information about how you will rectify any deficiencies that you may still have on 21 January 2019 16:00 CET.

- A copy of your diploma or diplomas / testamurs + relevant list of marks. Please only provide information related to any deficiencies you have.
- Proof of registration to sit approved preliminary tests (*voortentamens*)
- Other evidence concerning rectification of deficiencies