



Pre-master's in Business Intelligence and Smart Services

Does your degree not give you access to the [UM master's programme in Business Intelligence and Smart Services](#) at the School of Business and Economics (SBE)? This pre-master's is a preparation programme that bridges the gap between your previous education and the master's. Upon successful completion of this pre-master's programme, you qualify directly for admission to the UM master's in Business Intelligence and Smart Services.

On this page, you will find important details of the application process for the pre-master's (such as deadlines, admission requirements, required documents and application assessment) for the *academic year 2026-2027*. Check if you qualify for admission to this pre-master's programme.

Fast facts

- ✓ start programme: **February 2027**
- ✓ application open: **1 July 2026**
- ✓ application deadline: **1 November 2026 (non-EU/EEA)** and **1 December 2026 (EU/EEA)**
- ✓ duration: 6 months (30 ECTS)
- ✓ taught in English
- ✓ gets you ready to succeed in your master's

- [Programme content](#)
- [Study fee](#)
- [Admission requirements: previous education](#)
- [Additional requirements: handling fee](#)
- [How to apply](#)
- [How do we assess your application?](#)

Looking for information?

Contact us

Programme content

The programme is composed of key courses taken from the SBE bachelor's courses. You will gain foundational knowledge in the field of study, train academic and research skills, and become familiar with Problem-Based Learning (PBL). Some of these courses are assessed by individual papers, others have a focus on group work.

Curious about the content of the programme? →

Study fee

The study fee for an SBE pre-master's programme is half of the tuition fee for an SBE master's programme, as the pre-master's programme lasts one semester.

Read more about tuition fees →

Admission requirements

Do you qualify for admission based on your previous education?

All applicants, who have successfully completed a related bachelor's from an EU/EEA university of applied sciences, qualify for admission if they meet all other admission requirements.

Previous education is classified as either a related degree or an unrelated degree. A related degree is defined as one listed in the hyperlinks below, or - for university of applied sciences degrees from countries other than the Netherlands, Belgium, or Germany - an equivalent qualification to those listed. Any degree not included in these lists, or their equivalents is considered an unrelated degree.

Please find lists of related university of applied sciences programmes below:

- 🕒 [Related UoAS programmes in the Netherlands](#)
- 🕒 [Related UoAS programmes in Belgium](#)

🕒 [Related UoAS programmes in Germany.](#)

All applicants who have successfully completed a related or unrelated bachelor's or master's degree at an EU/EEA or non-EU/EEA university or an unrelated EU/EEA university of applied sciences will be reviewed by the Board of Admissions.



Questions?

Please contact the SBE Admissions office:

✉ masteradmissions-sbe@maastrichtuniversity.nl

Students with a (related) university of applied sciences degree (EU/EEA)



Students with a (related) university of applied sciences degree (EU/EEA)

You are eligible to apply if you have a (related) bachelor's or master's degree from an EU/EEA university of applied sciences.

Required documents if your GPA is 7.0 or higher

Does your country use a different grading scale? Please see the list of [equivalent GPA calculations](#).

🕒 Grades transcript of your bachelor's programme

Upload an official grades transcript of all completed bachelor's courses so far, including your overall GPA, plus a translation if the original is not in English. This document needs to be signed and stamped by your university.

🕒 GPA-statement: please use the [download icon](#) [standard format](#)

🕒 Certified **copy of your diploma** (if already obtained)

🕒 A recent **passport picture**

🕒 A copy of your valid **passport** or your EU/EEA identity card

🕒 **Permission for document verification form**

If your diploma is not verified by DUO (Dienst Uitvoering Onderwijs, the Dutch government agency responsible for education-related matters), you will need to upload the form 'Permission for document verification' in the MyApplication portal. This form allows Maastricht University to verify your diploma, grades transcript or other required documents directly with the issuing institution or relevant qualification registry.

Required documents if your GPA is lower than 7.0

🕒 **Proof of academic capabilities**

Demonstrate your academic capabilities by choosing one of the options below:

- Option 1: GMAT Exam with a test score of 515 or higher
- Option 2: GMAT Exam (old version) with a total score of 550 or higher
- Option 3: GRE Exam. Please check the required total score on the [GRE admissions table](#). The minimum required Analytical Writing Assessment score is 3.5.

[i More information about the GMAT/GRE test](#)

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Students with a university degree (EU/EEA or non-EU/EEA)

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You are eligible to apply if you have a bachelor's or master's degree from an EU/EEA or non-EU/EEA university. The Board of Admissions will check your eligibility.

Required documents if your GPA is 7.0 or higher

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🕒 **GPA-statement:** please use the [standard format](#)

🕒 **Certified copy of your diploma** (if already obtained)

🕒 **Proof of [English proficiency](#)** (if applicable)

🕒 **A recent passport picture**

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⦿ **Certified copy of your diploma** (if already obtained)

⦿ **Proof of [English proficiency](#)** (if applicable)

⦿ **A recent passport picture**

⦿ **A copy of your **valid passport** or your EU/EEA identity card**

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Additional requirement: handling fee

Prospective pre-master's students **who received their previous education in a non-EU/EEA country** will have to pay a handling fee. More information on this handling fee and how to arrange this payment can be found on the [Handling fee web page](#).

How to apply

Ready to apply? The application and enrolment process consists of three phases. More information on each of these phases is provided below. Carefully read through the information provided and make sure to complete all tasks as soon as possible (and definitely before the indicated deadlines).

Important deadlines



Important deadlines

It is important that you inform yourself of the deadlines that you need to meet for a successful application.

Note: if you are viewing this webpage on your phone, we recommend using landscape mode.

Start programme: February 2027

Date: As soon as possible after 1 July 2026

What you need to know about this date: Apply via Studielink* (open for applications for the academic year 2026-2027 from 1 July)

Date: 1 November 2026, 23:59 CET

What you need to know about this date: Deadline for completing the entire application process if you have a **non-EU/EEA nationality** (in most cases, you will need a [visa and/or residence permit](#))

Date: 1 December 2026, 23:59 CET

What you need to know about this date: Deadline for completing the entire application process if you have an **EU/EEA or Swiss nationality**

Date: 1 January 2027

What you need to know about this date: Strongly recommended deadline for paying the [tuition fee](#)

Date: 31 January 2027, 23:59 CET

What you need to know about this date: Deadline for completing all tasks in the MyApplication portal**

If you need a [visa and/or residence permit](#), you must complete most tasks by an earlier date.

**Studielink is the national registration system for higher education,*

***The MyApplication portal is Maastricht University's application and enrolment platform.*

Let us know you want to apply for this study programme

Phase 1: Apply via Studielink



Let us know you want to apply for this study programme

Phase 1: Apply via Studielink

To start the application process for this pre-master's programme, you first need to apply via [Studielink](#). Studielink is the Dutch central organisation that keeps track of applications and enrolments at institutions of higher education in the Netherlands. In Studielink, you can apply by indicating which study programme at Maastricht University (UM) you would like to apply for, whether you'd like to start the programme in September or February, what previous education you followed, and you might need to provide a number of other details.

Studielink offers two methods of signing in: with or without using DigiD:

- ⦿ If you live in a Dutch municipality, you can only register using your DigiD. If you live in a Dutch municipality, but do not yet have a DigiD yet, you will need to request one ([Apply for a DigiD](#)).
- ⦿ If you do not (yet) live in the Netherlands, you can register by creating a Studielink account (without DigiD). As your personal details will not have been verified through DigiD, UM will check your personal details.

[Apply via Studielink](#) 

Please note:

- ⦿ You have to select your 'starting moment' in Studielink. Please make sure to select the right month and year in the dropdown-menu, so that you are applying for a start of the study programme in next academic year.
- ⦿ You will receive an email from UM within 24 hours of having applied in Studielink. This email contains your username/UM student number and a link to create your personal password. You can use these login details to access the MyApplication portal, the online environment in which the rest of your application process will take place. The portal will provide you with a clear overview of all the tasks you need to complete, such as uploading documents and paying your study fees.

Allow UM to assess if you meet the admission requirements

Phase 2: Admission



Allow UM to assess if you meet the admission requirements

Phase 2: Admission

MyApplication portal

To allow UM to assess whether you qualify for admission to the study programme of your choice, you need to complete a number of tasks in the MyApplication portal, the online environment in which the rest of your application process will take place. All the tasks you need to complete, such as uploading certain documents, will be presented here in a clear overview. You can log into the portal using your username/UM student number and the password you have created (your login name and an explanation on how to create your own password are provided in the email you received from us after your application in Studielink).

Make sure you fulfil the tasks indicated in the MyApplication portal on time. This means that you should upload documents as soon as you have finalised them and/or have them in your possession. The sooner you complete a task, the sooner we can give you feedback if you need to add or correct anything. Please pay attention to the deadlines indicated, as they can differ per study programme.

Once you have completed all of your admission tasks, your application dossier is ready to be presented to the Board of Admissions. Depending on your programme, this will be done immediately when it is complete (rolling basis), or after an indicated deadline.

Required documents

During the application process for this pre-master's programme, you will need to complete a number of tasks for which you will often have to upload documents in the 'MyApplication portal'.

Status updates about your application

From now on, you will receive important information and calls to action regarding your application in the message inbox in the MyApplication portal. We recommend that you regularly log in to the portal to make sure you stay updated. However, we will also notify you of important changes via the email address you provided to Studielink.

Arrange the practical matters required to start your studies at UM

Phase 3: Enrolment



Arrange the practical matters required to start your studies at UM

Phase 3: Enrolment

Once you have been offered a place in the pre-master's programme, you need to arrange your enrolment. The tasks you need to complete to be enrolled are listed in the MyApplication portal under 'Enrolment tasks'. You can find a brief overview below.

Pay your study fee

Every applicant will need to pay their study fee. More information on how to go about arranging your study fee payment is provided in the task description in the MyApplication portal.

Once you've received an invite to pay your study fee, it is important that you indicate how you wish to arrange your payment (in Studielink). Do so on time (in any case before the start of your studies). Please also make sure that you pay (the first instalment of) your study fee in a timely manner. Otherwise, you won't be able to start your studies.

Allow UM to verify your diploma

Dutch diplomas

Did you acquire the diploma on the basis of which you have been offered a place in your study programme in the Netherlands? Then DUO will pass on their verification of your diploma to UM. No further action on your part is required.

Non-Dutch diplomas

Did you acquire the diploma on the basis of which you have been offered a place in your study programme outside of the Netherlands? Then you will need to send a [certified copy of that diploma](#).

Have you completed your previous education outside of the Netherlands and will you not receive your diploma before the start of your study programme? Then you can send a [certified graduation statement](#).

More information on the requirements for a certified copy of a diploma and for a certified graduation statement, as well as the address these documents should be posted to, is provided in the task description in the MyApplication portal.

Make sure all application and enrolment tasks are fulfilled

UM can only enrol you if you have completed all the tasks in the MyApplication portal. Please make sure this is the case, so that your application and enrolment can be completed and you'll be

ready to start preparing for your studies as soon as possible.

Confirmation of Enrolment

When you have been enrolled for your study programme at UM, you will receive confirmation of this from UM (in the message inbox in the MyApplication portal) and from Studielink (by email).

UM email account

Before you start your studies, you will receive the login details for your UM email account. Your UM email address will be used for all correspondence about your introduction programme and the start of your studies. Your private email address will only be used to inform you about the application and enrolment process.

How do we assess your application?

When you want to apply or are applying to this SBE pre-master, it is useful to know how we assess your application. You can find more information about this below.

1. Board of Admission evaluates application

The Board of Admission evaluates the quality of your application by looking at your grades, motivation, relevant work experience, international experience and extra-curricular activities, and GMAT or GRE score (if applicable). Additionally, the Board of Admissions assesses if your previous education is a related or unrelated degree as explained under the [admission requirements](#). Finally, the Board of Admissions assesses if your deficiencies can be eliminated in the SBE pre-master you applied to. Based on this information, the Board of Admission will decide whether you can be admitted to the SBE pre-master or not.

2. Rolling basis evaluations: decision within 2-4 weeks after completion

Assessment happens on a rolling basis. This means that, once you submit a complete file with all the minimum required scores, it will be presented to the Board of Admission. We will not wait until the deadline before we present your file to the Board. You will receive a decision within 2-4 weeks after completion of your file.



Visa/residence permit for study

Are you a non-EU/EEA national requiring a visa/residence permit for study? Click here for more information —

Please note that Maastricht University can **only** formally apply for your [visa/residence permit](#) if you have met all admission and enrolment requirements.

This means you have to have completed all admission and enrolment tasks in the MyApplication portal (except the 'visa/residence permit'-task and the 'send certified copy of diploma'-task) before we can send your application to the IND (Dutch Immigration and Naturalization Service).

We have to send the application to the IND before 1 July if you are starting your studies in September. Please note: a few pre-master and master programmes offer a start in February. If your study programme offers a start in February and you want to start your studies in February, we have to send the application to the IND before 1 December. You can find out if your study programme offers a start in February on the admission requirements web page of that programme ([pre-master's](#), [master's](#)).

Therefore, we **strongly recommend** that you reconsider applying for this study programme if you are not sure that you will meet the following requirements before 1 July/1 December (if applicable in your situation):

- ⦿ Having remedied all subject and/or language deficiencies (if applicable)
 - ⦿ Having qualified for admission to your study programme, including being selected ([if applicable to your study programme](#)) AND
 - ⦿ Having paid the tuition fee for your study programme
-



UM visiting address

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6211 LK Maastricht
+31 43 388 2222

UM postal address

P.O. Box 616
6200 MD Maastricht

Bluesky

Facebook

Instagram

LinkedIn

TikTok

YouTube

Contact

Transparency & Accountability

Privacy & security

Support

Feedback

