

**ONCAMPUS**  
AMSTERDAM



Amsterdam University  
of Applied Sciences

# PRE-ARRIVAL GUIDE 2018/19



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# WELCOME

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Dear Student,

Welcome to **ONCAMPUS** Amsterdam. We hope that your preparations for starting your studies with us are going well and that you are looking forward to the next exciting step in your education and learning.

We believe that successful students need a strong learning community. During your time with us we hope you will be inspired to learn and to enjoy your learning, to develop new skills, to understand different cultures, and to make friendships that will last a lifetime!

We are looking forward to meeting and welcoming you.

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# ACCOMMODATION

Full support is offered by the **ONCAMPUS** team to assist you in finding suitable accommodation before you arrive. **ONCAMPUS** offers university accommodation through the University, and private accommodation through The Student Hotel. As in many other major European cities, the demand for reasonably priced private housing is high, so we recommend you to book your accommodation as soon as possible to avoid disappointment. Please note that student accommodation is scarce in Amsterdam, and therefore finding accommodation on your own can be difficult and is often more expensive.

## University managed accommodation

University managed accommodation is well known for its high-quality, relatively low price and convenient and secure locations. The University has a number of agreements with housing corporations throughout Amsterdam and can assist international students in finding appropriate, furnished student accommodation.

The housing locations are spread throughout the city. Some rooms are located in the city centre (five minutes from the University), others are further away (up to 40 minutes by public transport). Rooms are allocated on a first-come, first-served basis and the **ONCAMPUS** Amsterdam team cannot influence where in the city your room will be.

All rooms have a bed and mattress, table or desk and chair, wardrobe, bookcase or bookshelves, curtains or venetian blinds and lighting. The kitchen is equipped with a fridge, and small cooker(s). Pots, pans, rice cookers and kitchen utensils are not usually provided, but are sometimes left behind by former students. There are also many shops where these items can be purchased. Please note that to use the internet in your room you might need to bring or buy your own internet cable.

Rent for single rooms varies from approximately €535 to €650 a month, rent for shared accommodation is approximately €340 to €450 a month. This includes heating, lighting, and fuel costs.

More information regarding in-room facilities can be found on the website of the housing corporations. [De Key website](#) (Choose "Short Stay") [DUWO website](#)



If you have any queries you can contact the **ONCAMPUS** Amsterdam team, who will be able to assist and to talk you through the procedure - Email: [amsterdam@oncampus.global](mailto:amsterdam@oncampus.global)/ Tel: +31 (0)20 525 7122

**Important Notice:** When you book university accommodation you enter into a legal contract. If you change your mind and want to cancel your booking after you arrive, there are likely to be penalties. Please contact the centre office if you have any queries about this.

## The Student Hotel

The Student Hotel is privately owned purpose-built student accommodation. The rooms are high quality and competitively priced for this type of accommodation.

There are two Student Hotels in Amsterdam; one in Amsterdam City and one Amsterdam West. The Amsterdam City Student Hotel is located within walking distance of the University. The Student Hotel in Amsterdam West is located approximately 30 minutes by public transport of the University.

All rooms are fully furnished with en-suite bathroom, shared or private kitchen, Wi-Fi and flat screen television with international channels. All shared kitchens are already furnished with two fridges, two ovens, two microwaves, a toaster, a dishwasher, and two freezers. Private kitchens have a small fridge with freezer, an oven/microwave, and a kettle. You can also buy a pack with high quality kitchen accessories (€49) which includes a non-stick frying pan, cutlery set, cooking utensils, breakfast plate, soup bowl, dinner plate, cup, dish cloth and hand towel.

Rent varies from €695.30 to €994.18 (West location) to €860.70 to €1015.93 (City location) a month, depending on the type of room. Included in the rent is your own bike, room cleaning, use of the gym, Wi-Fi, study spaces, lounges and games area.

The Student Hotel has a reception with 24 hour security, laundry room and restaurant and bar with regular social and cultural events.

In addition, you can add these (optional) services to your booking:

- Meal plans
- Personal trainer sessions at the gym
- Room cleaning

More information can be found on their website: [www.thestudenthotel.com](http://www.thestudenthotel.com)

Students are allocated accommodation on a first-come, first-served basis.

Please let the **ONCAMPUS** Amsterdam team know if you wish to book a room at The Student Hotel; you will then be sent a link through which you can book your room.



[The Student Hotel website](http://www.thestudenthotel.com)

Email: [info@thestudenthotel.com](mailto:info@thestudenthotel.com)

Amsterdam West Tel: +31 (0)20 760 4000

Amsterdam City Tel: +31 (0)20 214 9999

**PLEASE CONTACT [AMSTERDAM@ONCAMPUS.GLOBAL](mailto:AMSTERDAM@ONCAMPUS.GLOBAL) FOR MORE INFORMATION**

# ARRIVING IN AMSTERDAM

## Airport transfer

Amsterdam Schiphol Airport is situated approximately 20 km south-west of Amsterdam. For travelling from the airport into Amsterdam you can choose from a selection of transportation methods. Direct trains to Amsterdam Centraal Station run every 10 to 15 minutes between 6am and 12.30am and every hour during other times. The trip takes about 15 minutes and costs €5. Fully regulated taxis are available 24/7 and cost about €50 into the city centre.

If you have booked university-managed accommodation, you will need to collect your keys from the housing corporation's offices on a workday:

De Key: Monday – Friday (8:30 – 16:30)

DUWO: Monday (8:30 – 17:00), Tuesday – Friday (12:00 – 17:00)

If you have booked a room at The Student Hotel, you can collect your keys after 15.00 every day. In some cases you can collect your keys before 15.00, but as this differs per room it is best to check with The Student Hotel before you arrive in Amsterdam. Please make sure to check the start date of your contract.

We strongly advise you to arrive during the week before induction so that you can move straight into your room.

# HEALTH INSURANCE

You are required to have appropriate health insurance for the duration of your stay in the Netherlands. You must arrange your health insurance prior to entering the country. The AON Insurance Certificate for Students (ICS) complete package covers medical costs in the Netherlands, liability, household contents and luggage, accidents and legal assistance. The package costs around €40 per month.

Students who aim to get a part-time job need Basic Health Insurance which is about €100 per month.

On the [Student Insurance](#) website you can request health insurance after you have decided which package is most suited for you.

# GETTING AROUND

## Public transport

Traveling within Amsterdam is straight-forward and convenient. There is an extensive transport network connecting city districts. Trams are common in Amsterdam, with routes heading out from the centre in all directions. Trams are ideal for short journeys around the city centre, as well as for traveling to other districts. Amsterdam's metro runs underneath the centre, from Centraal Station to the outer districts. This can be a fast and efficient way to travel. Amsterdam also operates a full bus network, which will take you anywhere you have to go. Behind Centraal Station, ferries hustle their way across the River IJ, transporting passengers to various locations in the north of Amsterdam. The ferries are free of charge.

## Public transport chip card (OV-Chipkaart)

A public transport chip card (OV -Chipkaart) is an electronic card with a built-in chip for use on all public transport in Amsterdam (and the rest of the Netherlands) including trains, buses, trams and metros. The chip card can be topped up with credit in euros. You can buy a public transport chip card with your credit card at Schiphol Airport or Amsterdam Centraal Station and with cash or Dutch debit card at many other places.

Don't forget to check in and check out!

More information about the OV-chipkaart, but also route maps for tram, bus, metro and ferry can be found on the GVB Website. A useful journey-planner is '9292' which can be found at the 9292 website or download the app from your mobile app store.

## Cycling

Cycling is a fun and easy way of getting around in Amsterdam – just like the locals do! There is an extensive network of bike paths, so Amsterdam is the perfect city to explore on two wheels. There are many rental shops throughout the city (see, for instance, this Amsterdam bike rental overview [www.iamsterdam.com/en/plan-your-trip/getting-around/rental/bike-hire](http://www.iamsterdam.com/en/plan-your-trip/getting-around/rental/bike-hire)). It is also possible to buy a bicycle. At Marktplaats for instance, you can buy a second-hand and affordable bicycle. At Waterlooplein Market, you can also buy affordable 2nd hand bicycles.



# VISA INFORMATION

## Obtaining a Dutch Visa

In order to be able to study in the Netherlands, non-EU students need to apply for residency. Once you are officially enrolled to the **ONCAMPUS** Amsterdam programme, the Amsterdam University of Applied Sciences (AUAS) applies for a residence permit on your behalf. AUAS immigration department will send you an invitation by email to register via an online system, after which you need to upload the required documents. Once the University has received everything, they will send your application to the Immigration and Naturalisation Department (IND).

If you require an entry visa (MVV) for The Netherlands, we advise you to not book a flight ticket, at least not one that cannot be changed, until you are informed that you can collect it.

Students can always contact the **ONCAMPUS** Amsterdam team for assistance during the visa application process. For more information about the visa process please have a look at the [AUAS website](#) website too.

To download our country-specific Visa guides please [click here](#)



Please note that before you arrive in Amsterdam you will receive emails from AUAS (visa process, housing process and HvA Net ID), your housing corporation (for example De Key or DUWO) and from the ONCAMPUS Amsterdam team. Please make sure you reply to all the emails that you receive from the different departments. The **ONCAMPUS** Amsterdam team can always help you if you have any questions.

## Immigration on your arrival

### Passport Control

When you arrive at Schiphol Airport you will need to pass through immigration so follow the signs to Passport Control. If the Immigration Officer asks you about the purpose of your visit then please explain that you will be studying in the Netherlands and make sure that you are able to show the following documents:

- Passport
- Original academic documents (see checklist on p.26)
- Proof of accommodation
- Certificate of Enrolment
- MVV Entry Visa (If required)

Make sure you have all your supporting documents (see checklist) in your carry-on luggage if you are flying to the Netherlands; you will not have access to your luggage until you have cleared immigration. Failure to show the right documents will result in delays.





# TERM DATES

## Academic Year 2018/19

Term 1: 07 January 2019 - 15 March 2019

Term 2: 25 March 2019 - 09 June 2019

Term 3: 10 June 2019 - 16 August 2019

**Late arrival:** Please inform us of your arrival plans and flight details as soon as you have them. If you think you will arrive late you must tell us as soon as possible, as we may need to inform the IND. Please send all this information to [amsterdam@oncampus.global](mailto:amsterdam@oncampus.global) or call +31 (0)20 525 7122.



# SAMPLE TIMETABLE

## Induction

The timetable below is a sample timetable to give you a better idea about how your week will be organised. Your timetable will depend on which programme you have chosen to study.

Before you arrive, it is good for you to understand more about the programme you will follow. This information can be found on our website [www.campus.global](http://www.campus.global). Click on the programme you are coming to study and you will find more information about what you will study.

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Morning sessions 10:30 - 12:00	Welcome presentation & campus orientation	Attendance and Compliance presentation	Individual Trouble Shooting	Individual Trouble Shooting	CEG/AUAS IT training
	Ice breaker activity, meeting the other students!	Enrolment Interview Academic Interview		English Test	Individual Trouble Shooting
Lunch					
Afternoon Sessions 14:00 - 17:00	Amsterdam Orientation Introduction to: International Student Network (USN)	Tour of AUAS central campus	Introduction to the Dutch language and culture: Dutch lesson	Town Hall registration	Social Group activity

# SAMPLE TIMETABLE

## Academic

The timetable below is a sample timetable to give you a better idea about how your week will be organised. Your timetable will depend on which programme you have chosen to study.

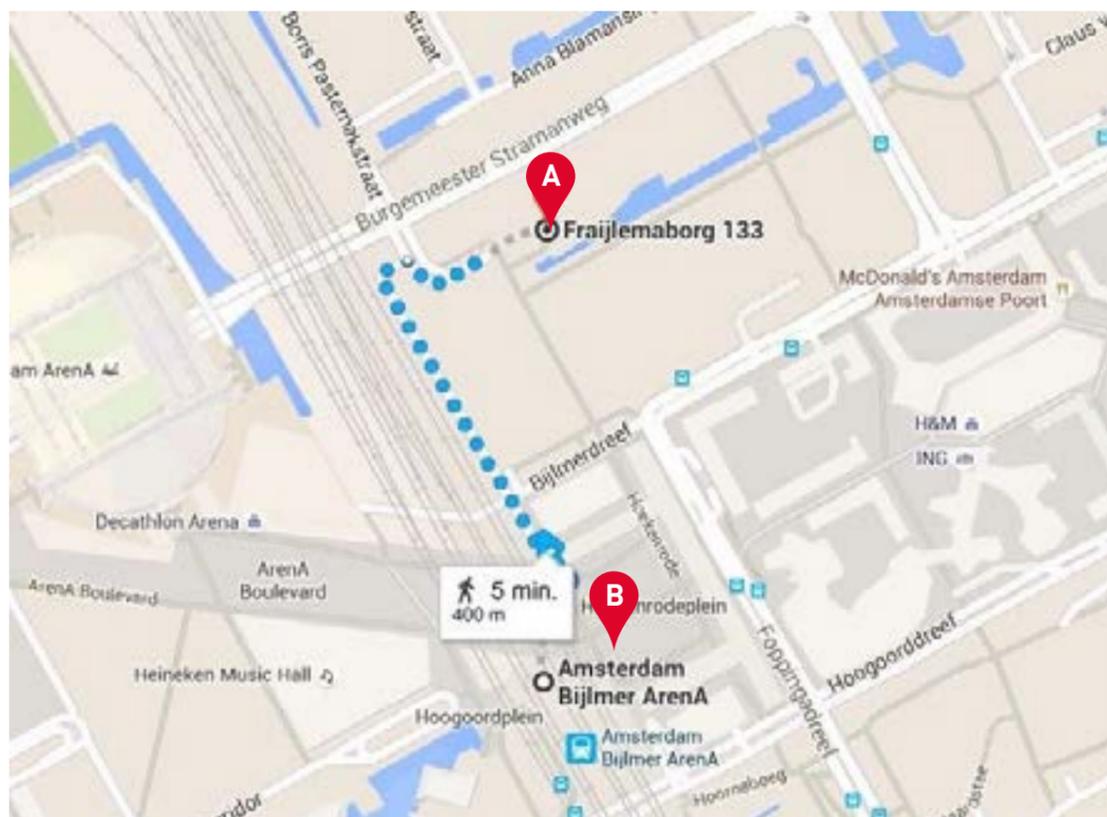
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
09:00-11:00	Business Behaviours		Economics		
11:00 - 11:30		Skills for Business			
11:30 - 12:30		Business Behaviours	Accounting & Finance	Business Behaviours	
12:30 - 13:30					
13:30 - 15:30	Skills for Business	English for Academic Purposes	Dutch	English for Academic Purposes	Accounting & Finance
16:00 - 18:00	English for Academic Purposes	Skills for Business		Personal Tutorial	Accounting & Finance

Before you arrive, the centre will be sending you more information about the programme you will follow.

# HOW TO GET TO ONCAMPUS



Students should arrive the week before induction starts as the keys for University accommodation can only be picked up during office hours (De Key: 8.30—16.30 (Mon-Fri), DUWO: 8:30—17:00 (Mon), 12:00—17:00 (Tue—Fri)). Please read your room offer letter carefully for instructions on when, where and how to pick up your room keys.



**A** Amsterdam Bijlmer ArenaA Station

**B** ONCAMPUS Amsterdam / AUAS (Fraijlemaborg 133, Amsterdam)

Travelling from Amsterdam Bijlmer ArenaA Station to **ONCAMPUS** Amsterdam

From Amsterdam Bijlmer ArenaA Station you can walk to **ONCAMPUS** Amsterdam.

You exit the train station to the right. From there, it is a 5 minute walk to Fraijlemaborg 133.

# TRANSPORT FROM THE AIRPORT



Amsterdam Airport (Schiphol) is situated approximately 20 km south-west of Amsterdam. The arrival and departure halls are located under the same roof as the train station. From Schiphol you can choose from a selection of transportation methods into Amsterdam. There is also a wide selection of bars, restaurants and shops. For more information about the airport please have a look at the [Schiphol Airport website](#).

Free baggage trolleys are available.



## Train to Amsterdam Centraal Station

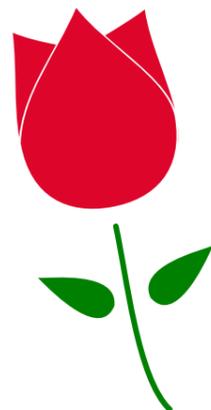
Direct trains to Amsterdam Centraal Station run every 10 to 15 minutes between 6.00 a.m. and 12:30 a.m. (every hour during other times). The trip takes 15 minutes, and costs under €5. Train tickets and public transport chip cards are available from the yellow ticket machines near the platforms at Schiphol Plaza. Tickets are also available from the NS Service desk, which is situated close to the red/white-checked cube at Schiphol Plaza. Staff at the ticket offices will also be able to provide you with train departure information.



## Taxi

You'll find plenty of private taxis for hire in the taxi line just outside the main entrance to the arrivals and train station level at Schiphol. The fare will be around €50, please ask for a price indication before departure. Also make sure you have money with you to pay the driver. You can pay in cash or by credit card.

# LIVING IN AMSTERDAM



## Payment options in Amsterdam

In the Netherlands, credit cards are accepted in hotels, most restaurants, large department stores and tourist attractions. However, you can't use a credit card for smaller transactions, for instance in the supermarket. The most common method of payment is 'pinnen': using a debit card plus PINcode. Of course in most shops you can also pay with cash.

## Opening a Dutch bank account (if you are 18 or older)

We advise our students to open a Dutch bank account once they have arrived in Amsterdam. When opening a personal bank account you will be offered a pincard (pinpas). You must pick up the card personally (with ID). With your pincard, you can take out money from the ATM without any extra charges. When you pay by pin, you insert your card into the machine and punch in your pincode. It is the most common method of payment used in shops, supermarkets, bars and restaurants. This system is also used within the University, for instance in the canteen.

## When you open a Dutch bank account (savings account), you will be asked to show the following documents;

- Passport and/or residence permit
- Letter of Enrolment from AUAS/ Student Card
- Proof of address (your rental contract)

## Mobile phones

In the Netherlands, people use GSM mobile phones and SIM cards. There are many shops in Amsterdam where you can buy a mobile phone. Buy one locally at any Albert Heijn supermarket (usually at the service desk), or at one of the downtown phone stores. At Albert Heijn supermarket you can buy an inexpensive phone complete with a pre-paid calling plan. You can buy extra credit there too, as well as in tobacco stores or phone stores. If you want to bring a mobile phone from home; Albert Heijn supermarket also sells Dutch Simcards.

## Getting a part-time job

Students from non-EU countries who want to get a part-time job may either work sixteen hours a week all year round or take a seasonal job in June, July and August for a maximum of 520 hours. However, it can be very difficult to succeed in finding a job, and please note that the programme of study will be demanding. If you wish to work you will also be required to take out additional insurance (see section health insurance).

## Activities and attractions in Amsterdam

Amsterdam has many great things to do and see. From its canals to world-famous museums and historical sights, Amsterdam is one of the greatest cities in the world. Amsterdam is also a city of tolerance and diversity. It has all the advantages of a big city: culture, nightlife, international restaurants, good transport - but it is quiet, and largely thanks to its extensive canals, has little road traffic. In Amsterdam your destination is never far away. Amsterdam is also one of the safest cities in the world.

Information about activities, museums and attractions can be found on the [Awesome Amsterdam website](#) and on the [I Amsterdam website](#).

## Climate

The Netherlands has a temperate climate, with few extremes, but the weather here is famously changeable, so be prepared. It can be quite wet and cold in the winter, (roughly November to March). A warm topcoat, hat, scarf, gloves and an umbrella are a good idea. Summers can occasionally be showery and overcast, but are mostly pleasant and rarely extremely hot. The days are long and it stays light until late in the evening.

Term	Average temp (max °C)	Average temp (min °C)	Average temp (max °F)	Average temp (min °F)	Total rainfall (mm)	Total rainfall (inches)
March to May (Spring)	14	6	57	33	147	5
Jun to Aug (Summer)	21	15	70	59	193	7
Sept to Nov (Autumn/Fall)	14	7	57	45	256	10
Dec to Feb (Winter)	6	3	43	37	179	7

# DUTCH LANGUAGE AND CULTURE

Life in the Netherlands will almost certainly be different from life in your own country. When you first arrive you may notice differences in the way people behave compared to your own country, however, it won't take you long before you are accustomed to your new life here and are able to adapt to a whole variety of situations; everything from understanding Dutch customs to cooking your own food and running your own bank account.

**Drinking** - Alcohol is available to anyone aged over 18. For many Dutch people, drinking is an established part of social life – 'going out for a drink' is how people relax or spend time with friends. This doesn't mean that you have to drink alcohol. You can always order a non-alcoholic drink instead.

**Smoking** - Since July 2008, smoking has been banned in all restaurants, pubs and clubs in the Netherlands. Smoking is also prohibited in many public places including buses and public transport. If you smoke in these areas, you have to pay a fine. In the Netherlands, there is a tolerant policy on the use of cannabis. "Coffee shops" are allowed to sell small amounts of cannabis. "Coffee shops" are governed by strict laws that control the amount of permitted cannabis, and the conditions in which it is sold and used. Persons under the age of 18 are prohibited from buying drugs and are barred access to coffee shops.

**Homesickness** - To start with, everything is new, exciting and different, but as time goes by you may start to wish that things were the way they were back at home. Don't despair as this stage will pass – and much more quickly if you talk to someone about how you are feeling. There will always be someone in centre who you can talk to.

**Sharing a room with another student** - Sharing a room with someone else can be a great way of living. A roommate can be good company and nice to share experiences with. However, it is important to realise that it can also be difficult sometimes. You may be living with someone who has a slightly different life style to you. Maybe you like to wake up early in the morning to study for an exam, maybe your roommate prefers to study until late in the evening. It is important to communicate with your roommate to avoid that things becoming unpleasant. Sitting down together and talking about it can make a big difference. If you try to understand each other and to respect each other's way of doing things, then sharing a room can be great.

**Language** - The official language of the Netherlands is Dutch. Dutch is a West Germanic language with about 20 million speakers mainly in the Netherlands and Belgium. The majority of Amsterdam's residents speak English very well.

## Helpful words and phrases

Hello	Hallo / hoi
Good morning	Goedemorgen
Good afternoon	Goedemiddag
Good evening	Goedenavond
Goodbye	Doei / dag
Excuse me	Sorry / pardon
Thank you	Dankuwel
Please	Alstublieft
Do you speak English?	Spreekt u Engels?
Yes	Ja
No	Nee
Good	Goed
Sorry, I don't speak Dutch	Sorry, ik spreek geen Nederlands
Where is the station?	Waar is het station?
Supermarket	Supermarkt
Food	Eten
Drinks	Drinken
Cheese	Kaas
Bread	Brood
Can I have...?	Mag ik...?
Where do I find...?	Waar vind ik...?
Entrance	Ingang
Exit	Uitgang
Ticket	Kaartje
Open / closed	Open / gesloten

# CHECKLIST

## Preparing to come to Amsterdam

- Make sure you have a valid passport and passport photographs
- Satisfy conditions of offer (if applicable)
- Obtain visa (if applicable)
- Apply for accommodation
- Have medical examination and vaccinations (if applicable)
- Arrange medical/travel insurance

\*Documents including:

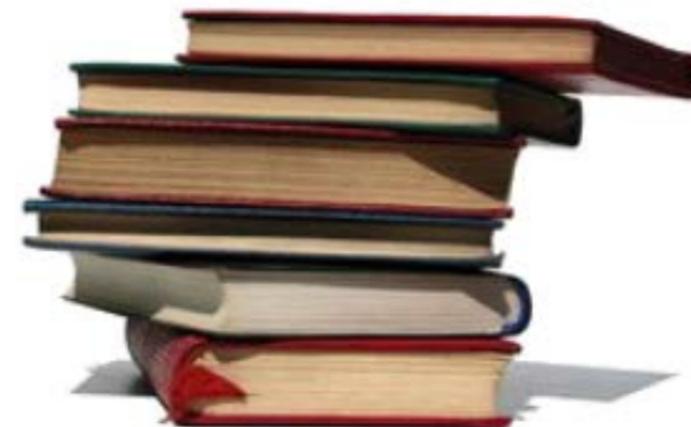
- Original IELTS/TOEFL Certificate
- Original High school diploma and transcript in original language and English translations. This is needed to fully register and enrol on your course
- Offer letter
- Accommodation offer letter
- Copy of Health Insurance

## Before you leave

- Check your transfer to Amsterdam if you are travelling independently
- Buy currency
- Decide how to pay your accommodation fees/pay accommodation deposit
- Check your luggage allowance and pack your luggage appropriately
- Put the emergency telephone numbers into your mobile phone (to be put in your hand luggage)
- Photographs from home, addresses and phone numbers of friends and family
- Adaptor for electricity sockets
- Pack all relevant original documentation or certified copies\* including all your academic documents
- Confirm arrival date with the centre

## When you arrive in Amsterdam

- Tell your family you have arrived
- Enrol at the Centre\*\*
- Arrange payment of accommodation fees
- Open a bank account
- Have your tuberculosis test (if applicable)
- Register with city hall
- Buy a personal OV-chipcard (once you have a Dutch bank account)



\*\*When you enrol it is important to remember to bring the following documents with you:

- Original passport and visa
- Original academic/school certificates
- Original English test certificate (IELTS and Pearson).

## **ONCAMPUS General Office**

The General office is where your course is managed and where you can get information/documentation and other general enquiries. Our office is open Monday to Thursday from 10.00am to 12.00am and 13.00pm to 16.00pm.

### **Location**

**ONCAMPUS Amsterdam AUAS**  
Room 4.068  
Fraijlemaborg 133  
1102 CV Amsterdam  
The Netherlands

**Telephone:** +31 (0)20 523 6092

**Email:** amsterdam@oncampus.global

**Emergency contact number:** +31 (0)6 52027689

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 [www.facebook.com/oncampusglobal](https://www.facebook.com/oncampusglobal)