

# Welcome to the Faculty of Social and Behavioural Sciences

Institute of Education and Child Studies



**Universiteit  
Leiden**  
The Netherlands

Discover the world at Leiden University

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More about studying at Leiden University:

 [student.universiteitleiden.nl/en/](https://student.universiteitleiden.nl/en/)

Would you like to know what's going on?

 [universiteitleiden.nl/en/social-behavioural-sciences](https://universiteitleiden.nl/en/social-behavioural-sciences)

 [leidensocialsciences](#)

 [fswleiden](#)

 [Faculty of Social and Behavioural Sciences](#)

 [LeidenSocial](#)

Dear student,

Welcome to the Faculty of Social and Behavioural Sciences (the FSW – pronounced F-S-Vay)! My name is Laura Boncz and I am the ‘assessor’ of this Faculty, which means that I am the student member of the Faculty Board. As the holder of the portfolio of student affairs, I represent the interests of all FSW students and express the students’ views in decision- and policy-making. Alongside this position, I am currently following the master’s specialisation Clinical Child and Adolescent Studies.

Starting university is always a special time. It goes without saying that the University as a whole, and the Faculty of Social and Behavioural Sciences in particular, will do everything in their power to make your start as smooth and fun as possible.

This booklet is to help you find your way at the FSW. It provides you with an overview of all the facilities, and a lot of practical information, such as contact details of departments and people you can turn to if you have questions or need help with anything. And don’t forget, you can always contact me if you are missing something or would like to improve your study.

The most important thing is for you to feel at home at the FSW. Because feeling at home in your degree programme, in the Faculty, and in the University as a whole is crucial for the success of your studies and your time as a student.

I sincerely hope to meet you soon in person. On behalf of the Faculty Board, I wish you much success and joy in your studies.



Laura Boncz  
Assessor

✉ [assessor@fsw.leidenuniv.nl](mailto:assessor@fsw.leidenuniv.nl)

# Pieter de la Court Building



The main building of the Faculty of Social and Behavioural Sciences is housed in the Pieter de la Court Building

## Address

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Wassenaarseweg 52, 2333 AK Leiden

## Opening hours

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Check the current  **opening hours** on our website

## The university will be closed on

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- ▶ Monday 2 and Tuesday 3 October (Leidens Ontzet)
- ▶ Monday 25 December 2023-Monday 1 January 2024
- ▶ Friday 29 March 2024 (Good Friday)
- ▶ Monday 1 April 2024 (Eastern)
- ▶ Thursday 27 April 2024 (King's Day)
- ▶ Thursday 9 and Friday 10 May 2024 (Ascension Day)
- ▶ Monday 22 May 2024 (Whitsun)

## Find your way in our building


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In the building the rooms are marked with four characters:

- ▶ The first one is which floor you are on  
S = basement, 1 = first floor, and so on
- ▶ The second one is A or B
  - the left side of the building is A, which is the side of the restaurant
  - the right side of the building is B, which is the side of the library
  - the sides and rooms connected to the central hall are C
- ▶ The last two numbers indicate the number of the room.

## LU-Card

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All students enrolled at Leiden University are required to have a  **LU-Card**, which will give access to all university facilities, including all university libraries and printers.



## ULCN-account

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Leiden University students get a ULCN-account (ULCN = Universiteit Leiden Community Network) which gives you access to PCs, uMail, the digital learning environment Brightspace, digital library (uLip), uSis and MyStudyMap. You need your ULCN-account to register for courses and exams in MyStudyMap.


## uMail

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Your  **Leiden University email address (uMail)** will be used by lecturers and others to contact you. For that reason, it is very important to check your uMail regularly! It is possible to forward your uMail to your regular private email address. You can find more information about uMail and mail-forwarding  [here](#).

## MyStudyMap

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You will need your ULCN-account to get access. You can use  **MyStudyMap** to:

- ▶ check your schedule
- ▶ enrol and unenrol for examinations
- ▶ retrieve examination results
- ▶ enrol and unenrol for tutorials/seminars
- ▶ enrol and unenrol for courses


When you retrieve your examination results, you will see both your grade and the number of credits. You will also see any results you have obtained elsewhere if they have been passed on to your Institute.

## uSis

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You will need your ULCN-account to get access. You can use uSis to:

- ▶ change your contact information;

To find uSis go to:  [usis.leidenuniv.nl](https://usis.leidenuniv.nl). Login with your ULCN account and personal password. If you still have questions contact the Student Services Centre (page 10).

## Student's website

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The  **student's website** is an important source of information for students about everything that is going on in the University. Check it out to keep up with the latest university news, but also to find practical information about your studies, administrative matters, student life, careers, and the University's organisational structure. In addition, the agenda lists courses and workshops you can take part in. And the website is also where you will find the latest updates. So make sure to check it regularly!






## Prospectus

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
The  **Prospectus** contains information about all the courses in your study programme. Here you can find detailed descriptions of courses, including the teachers, the schedule and the reading material.

## Brightspace

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The digital learning environment of Leiden University is called Brightspace. Each course you take will have its own Brightspace page, where you can find all kinds of information about the course, such as the timetable, reading lists (including lists of required reading), slides from lectures, announcements, and assignments. Teachers will assume that you check Brightspace regularly to keep up to date. If any updates are made to the course content, you will receive a  **notification** in an email message – this will help you keep track.


### Logging in

Go to the  **Brightspace homepage**. Log in using your ULCN-account and your personal password. On the left you will see the list 'My Courses'. These are the courses you currently have access to. If a course is not visible (or grayed out) in the list, then this course is not yet available in Brightspace.

### Enrolling


You enrol for a course through MyStudyMap. If you have registered for a course in MyStudyMap, you will also be given access to the course in Brightspace (once it becomes available). Are you a full-time first-year bachelor's student, are you following a pre-master programme, or are you following courses whilst being registered at another Dutch university? If so, different enrolment procedures apply. You will receive further information by email.

### Need help with Brightspace?

There are plenty of manuals available. You can access these manuals using the help links in  **Brightspace** itself (in the blue bar under HELP).

## Leiden University app

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In this  **app**, you can find all your personal study information in one place. Log in once and access your timetable, grades, PC availability and the latest news, anytime and anywhere.



## Student Services Centre FSW

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You can contact the Student Services Centre (SSC) for practical questions about your studies. The SSC can help you with:

- ▶ registration for courses and exams;
- ▶ transcript requests;
- ▶ questions about petitions;
- ▶ questions about your course history in uSis;
- ▶ information on diplomas and graduation;
- ▶ other questions - the SSC is the front office for students, so please don't hesitate to contact us if you are not sure where to go.

The SSC has a digital colleague called OSCar. You can find OSCar on the university's website, where it will gladly answer your questions.

- 📍 Red counter (left) on the ground floor
- 🕒 Check the current opening hours on the website
- ✉ [ssc@leiden.edu](mailto:ssc@leiden.edu)
- 🌐 **Student Services Centre**

## Service Desk

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The Service Desk can help you with:

- ▶ booking lecture rooms (if necessary with audiovisual and ICT equipment), for instance if you need to discuss an assignment with your fellow students;
- ▶ borrowing cameras and voice recorders;
- ▶ reporting problems with printers or your LU-Card.

- 📍 Red counter (right) on the ground floor
- 📞 071-527 8989
- ✉ [servicedeskfsw@ufb.leidenuniv.nl](mailto:servicedeskfsw@ufb.leidenuniv.nl)

## Computer helpdesk (ISSC)

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The ISSC computer helpdesk provides help with ULCN-accounts and problems with hardware and/or software in the computer rooms.

- 📍 Red counter (right) on the ground floor. Next to the Servicedesk.
- 📞 071-527 8888
- ✉ [helpdesk@issc.leidenuniv.nl](mailto:helpdesk@issc.leidenuniv.nl)

## Audiovisual Services

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Audiovisual equipment (such as cameras, audio recorders, projectors) can be borrowed from the Service desk. If you have any questions about how to use the equipment, please contact the AV Services.

📍 1B11

☎ 071-527 6536

✉ [av-fsw@ufb.leidenuniv.nl](mailto:av-fsw@ufb.leidenuniv.nl)



## Copy & Print Shop

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Our Copy and Print Shop offers a range of services including digital services, reprographics, posters, DTP and print work. You can also pick up your ordered readers here. These services can be requested online or by visiting the shop in person. Also, they offer a small range of office supplies.

📍 Red counter (right) on the ground floor. Next to the Service Desk.

🕒 Check the current opening hours on the website

☎ 071-527 3614

✉ [printshop@fsw.leidenuniv.nl](mailto:printshop@fsw.leidenuniv.nl)

🔗 **Printing and copying**

## Library

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You can use the Faculty Library to borrow books, but it also provides a quiet place to study. There are 210 study places (60 with computer) and a comfortable lounge area. You need your LU-Card to borrow books. If you would like to study in the library, you can

🔗 **reserve a place**, there are 2 time slots (9-13 and 14-18) from Monday till Friday.

📍 Ground floor

🕒 Check the current opening hours on the website

☎ 071-527 3975


✉ [fsw@library.leidenuniv.nl](mailto:fsw@library.leidenuniv.nl)

🔗 **Library Social and Behavioural Sciences**



## Wi-Fi

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Do you want to access the internet on your mobile phone or laptop? Leiden University has two  **networks** to choose from:

- ▶ Leiden University Wireless Network (LUWA). This is meant for temporary access to wireless internet. Access via your Leiden University account ('ULCN-account').
- ▶ Eduroam. The eduroam wifi is safer because all data is encrypted and eduroam gives you wifi-access in almost all universities and universities of applied sciences in the Netherlands, Europe and further afield. Once you have installed Eduroam, your devices will automatically connect whenever you are in a Leiden University building.

To enable access to the wireless network, laptops must be equipped with an up-to-date virus scanner.

## Copy, scans and print


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### Printer Locations

Photocopiers/printers/scanners available to students are located all around the Pieter de la Court Building:

- ▶ opposite to the Service Desk on the ground floor
- ▶ SA17
- ▶ library FSW
- ▶ 1C85
- ▶ 6C86 (near Master Thesis Lab)

### How to print

1. get yourself a LU-Card
2. top up your balance via the  **PinPoint** in the central hall or online via
3. select the printer 'LU-Card Printer' and print your document.
4. go to any printer in the building and scan your LU-Card. Now you can print your document.
5. questions? Go to the red counter of the Copy & Printshop on the ground floor.


### How to make a scan


Making a scan is free, but you do need your LU-Card. You can send your scans to your uMail or save it on an USB stick. You can find instructions on the printer.

## Computer work spaces

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In our Faculty, you will find 400 computer work spaces. They are available on floors 1 to 4 beside the stairs, and in rooms 1A26, 1A28, 1A30, 1A32, 1A46, 2B04, unless booked for courses. The computer areas in the basement are always accessible to students.

All the computers have CD-ROM/USB-key facilities, bibliographic systems as well as the following programmes: Microsoft Office 365, Microsoft Edge, Google Chrome, SPSS en Adobe. Research software, e.g., Matlab is available in Room 1B02; movie editing software is available in 1A45. In addition, students can use computer facilities in other  **university buildings** and at the University Library (Witte Singel 27) or the Plexus Student Centre (Kaiserstraat 25).

The available  **computer work spaces**, and how to book them can you find on the LU-app.


## Lockers

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Lockers are located near the restaurant and in the library. There are also lockers on the 1st floor near room 1A20. For the 1st floor lockers you have to pick up a key at the Service desk.

## Other university buildings

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Some lectures or exams will be scheduled in other  **university buildings**.



# Additional challenge

## Bachelor's students: Honours College

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Are you a bachelor's student looking for an extra challenge in addition to your regular study programme? Motivated and ambitious students with a wide range of interests can apply for the Honours College of our own faculty or another faculty of Leiden University. As an Honours College student, you sample a wide range of academic disciplines and meet students from other degree programmes.

Within the track offered by our faculty, Science, Society and Self, you will learn how to apply your scientific knowledge to solve social issues. You will also pay attention to your own personal and professional development.

You can start in the second semester of your first academic year or at the start of your second academic year.

✉ [honoursfsw@fsw.leidenuniv.nl](mailto:honoursfsw@fsw.leidenuniv.nl)

🌐 [Honours College](#)

## Master's students: Leiden Leadership Programme

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The International Leiden Leadership Programme (ILLP) is an honours programme (worth 5 EC) for master students. The programme takes place from January until June. You will join a small interdisciplinary class of international students and receive feedback and guidance from an experienced coach. The ILLP has a focus on skills and personal development.

✉ [leadership@ha.leidenuniv.nl](mailto:leadership@ha.leidenuniv.nl)

🌐 [Leiden Leadership Programme](#)

## Master's students: Master Honours classes

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Master honours classes are extra curricular, small-scale and interdisciplinary courses in which you get to know both theory and practical lessons. In September you can register for the classes that start in November. You can register for classes in the second semester in February.

✉ [maclasses@ha.leidenuniv.nl](mailto:maclasses@ha.leidenuniv.nl)

🌐 [Master Honours classes](#)

## Active co-participation

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During your degree course, you can participate in decision-making and advisory processes concerning the teaching at and organisation of the Faculty. For example, you can join the Faculty Council or a programme committee.

🌐 [Website](#)





# Study support on your faculty

## Study Advisers

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The Study Adviser of your programme can help you with questions concerning:

- ▶ the content and scheduling of your programme
- ▶ your academic and study skills
- ▶ special arrangements for students with learning disabilities or special personal circumstances
- ▶ the rules regarding study delay
- ▶ binding Study Advice

For contact details of the Study Adviser from your programme, see last part of this brochure.

## POPcorner

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The POPcorner can help you with your personal development, finding your way around the faculty, making the best possible start and improving your sense of belonging.

The POPcorner offers:

- ▶ the 'Smart studying' walk-in clinic for practical study tips
- ▶ social studying group to study together with other students
- ▶ (online)workshops on studying effectively, planning and preparing for exams
- ▶ support with preventing and overcoming barriers that keep you from studying successfully
- ▶ study tips from other students
- ▶ individual support to help you make a good start and feeling at home

The POPcorner also organises the Daily Dutch course. This 12-week course is a great way to learn the basics of conversational and written Dutch, while getting better acquainted with Dutch culture.

📍 Left red counter ground floor and walk-in hour every Thursday between 10:30-12:30.

☎ 071-527 8846

✉ [popcorner@fsw.leidenuniv.nl](mailto:popcorner@fsw.leidenuniv.nl)

📍 POPcorner

## Ask a senior student

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If you would like to have advice from a senior student you can register for our Buddy System. Your Buddy can give you advice on how to prepare for an exam or introduce you to fun activities at the university.

✉ [buddysysteem@fsw.leidenuniv.nl](mailto:buddysysteem@fsw.leidenuniv.nl)

📍 Buddy System

## Career Service and Community Engagement Service

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The Career Service offers advice and support if you have any questions about your choice of master programme, career (academic or otherwise), and the transition to the job market. They can check your cv and LinkedIn profile, help you with your motivation letter and with finding an internship or job. You can also discuss with them what you can do during your studies to build up your cv.

The Community Engagement Service offers you advice and support if you have questions regarding relevant extra-curricular job experience, especially volunteer work.

### Workshops / events

Career events and workshops are organised regularly. Check out the 🌐 [workshop calendar](#).



📍 Left red counter ground floor

📍 **Career Service**

📞 071-527 3840

✉ [slsfsw@fsw.leidenuniv.nl](mailto:slsfsw@fsw.leidenuniv.nl)

📍 **Career Zone**

📍 **Community Engagement Service**

## Master's Thesis Lab

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Faculty (research)master's students can register for the Master's Thesis Lab to get additional support while writing their master's thesis. Permission from the thesis supervisor is necessary before registration.

The lab offers various facilities, such as 22 work spaces, books, a Thesis Lab assistant, statistical advisers and library advisers.


📞 071-527 3851

✉ [scriptieatelier@fsw.leidenuniv.nl](mailto:scriptieatelier@fsw.leidenuniv.nl)

📍 **Master Thesis Lab**

## Plexus Student Centre

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The goal of  **Plexus** is to offer optimal services to students of Leiden University. Plexus houses the Student Information Centre help desks, the university shop, lecture rooms, meeting facilities, a gym, and other student support facilities such as the ombuds officer, Career Service, student counsellors and student psychologists. Plexus is also home to many student organisations and the Meeting Point, a centre for students with a refugee background. The International House, with its common room and range of internationally-orientated student associations, can also be found at Plexus.




 Kaiserstraat 25, Leiden

 Check the current opening hours on the  [website](#)

 071-527 8011

## Student counsellors

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 **Student counsellors** can answer questions and provide guidance in situations involving regulations and legal provisions. All meetings with student counsellors are strictly confidential.

You can turn to a student counsellor with any questions or problems you might have concerning:

Exceptional circumstances

- ▶ combining studying with top-level sport
- ▶ studying with a disability
- ▶ studying and pregnancy / studying with children

Academic delay

- ▶ delays to your studies caused by personal circumstances
- ▶ issues concerning binding study advice (BSA)

In cases of academic delay, first speak to your study adviser.

## Student psychologists

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If you are experiencing study-related or personal problems, you can make an appointment with one of our student psychologists through the online appointment system on the website. The first appointment is a maximum of 30 minutes. For students of Leiden University, these sessions are free of charge.

📍 Plexus, Kaiserstraat 25 Leiden

☎ 071-527 8026

✉ [psychologen@sea.leidenuniv.nl](mailto:psychologen@sea.leidenuniv.nl)

📍 **Student psychologists**

## Mental well-being

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Are you feeling isolated, lonely and anxious? Do you want to form new connections with fellow students? Join one of the 📍 **Student Support Groups!** You can also contact the Leiden University Student Helpline, which is available from Monday to Friday from 09:00h till 17:00h.

In addition to the Student Helpline, there is also the National Listening Phone that you can call 24/7 for a listening ear. For all these options, visit:

📍 **Mental well being**



## Ombuds officer

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The ombuds officer deals with complaints from students who feel they have been improperly treated by an university staff member or body. By improper treatment is meant treatment that is unfair, contravenes regulations, shows a lack of respect, or is experienced as unpleasant or detrimental in some way by the student.

☎ 071-527 3657/8026

✉ [ombudsfunctionaris@leidenuniv.nl](mailto:ombudsfunctionaris@leidenuniv.nl)

📍 **Ombuds officer**

## Fenestra Disability Centre

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Studying with a disability (for example visual or physical disability, language or speech disorder, chronic or psychological illness) may require additional time and effort. The Fenestra Disability Centre gives you advice on additional support available.

-  Plexus, Kaiserstraat 25 Leiden
-  071-527 8025
-  [fenestra@plexus.leidenuniv.nl](mailto:fenestra@plexus.leidenuniv.nl)
-  Fenestra Disability Centre

## Housing

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If you have questions about your housing application, financial matters, contract-related issues or signing tenancy contracts, etc., you can contact the Housing Office Desk.

-  Plexus, Kaiserstraat 25 Leiden
-  071-527 5330
-  Housing

## Mentor Network

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The Mentor Network is an online portal that allows you to get in touch with alumni (former students of Leiden University). You ask an alumnus advice concerning career and job applications or specific information about organisations or positions.

-  [careerservices@sea.leiden](mailto:careerservices@sea.leiden)
-  Mentor Network





## Modes of instruction

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There are two important ways in which course material is presented: via lectures, and via work groups. A work group is a small group in which you will discuss the theory more deeply. In addition to the 'contact hours', you are expected to spend time on independent study (reading books and articles; writing papers and preparing oral presentations).



## Binding Study Advice

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As a bachelor's student at Leiden University you are entitled to good education and academic guidance. In return you are expected to meet certain academic requirements: the so-called **📌 Binding Study Advice (BSA)** requirements. A full-time student is required to have completed a minimum of 45 study credits (out of 60) by the end of his or her first year of enrolment (specific programmes may have additional requirements). This means that at the end of the first year, full-time students receive binding advice as to whether they can continue their studies. In the course of the first year, students will be given regular feedback on their progress by the Study Advisers.

In formulating the BSA, any relevant circumstances, such as illness or other personal factors will, of course, be taken into account. If you receive a negative BSA, you will not be allowed to enrol for the same study programme at Leiden University for a period of four years.

## Mentor/ Tutor system

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First year bachelor students are assigned to a Mentor/Tutor group, with a student and a professor as your mentors/tutors. They give advice and help you find your way, both academically and personally and provide you with practical information, such as how to register for exams. Your Mentor/Tutor is your first point of contact should you encounter academic or personal problems. If required, he or she can refer you to other individuals or organisations for further assistance such as the study adviser, student psychologist, Plexus and more.

First-year Master students are assigned a coach. More information will be provided by your study programme.








## Exams

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Taking  exams well is a skill you can learn. It requires good preparation and the right strategy. An open-book exam requires a very different approach to a multiple-choice exam. On the following website you will find tips that might come in handy for revising and during the exam itself.

Many exams, especially in the bachelor's programmes, are given in a multiple choice format. If you are not used to taking such exams, you can contact your Study Adviser for some tips.

The timetable and location for the exams are published in MyStudymap, the Prospectus and via the students' website. According to Dutch legislation, the university is not allowed to return exams or papers. If you wish to inspect your exam script, this must take place within 30 days of the announcement of the results.

### Registration & de-registration

#### Examination Resits

If you have failed an examination it is possible to resit it. The resit period differs per programme. Students may only take a resit for a partial grade if their grade is lower than a 5.5. It is not possible to take resits to improve a passing grade.

#### Registration

Students are responsible for registering for exams. You can register via MyStudymap from 100 calendar days before the date of the examination to 10 calendar days before the date of the examination. After this deadline, registration is no longer possible. Please note that exam registration is separate from course registration!

#### ID during exams

You must present a valid ID and your Leiden University student card (this is not your LU-Card!) at all examinations. If you can not identify yourself during an exam, your exam is invalid and will not be graded.

## Results

Examination results are published in uSis within 15 working days after the exam date.

## Examination dates

It is not possible to deviate from the set schedule for examinations and/or re-sits. Students should take the examination dates into account when planning their journey back home. Note that examinations can be held even on the last day before a holiday.

## Grading system

Within the Dutch grading system, courses are graded on a scale from 1 to 10. The formal designation of the grades is as follows:

10: Excellent (flawless; 100%)

9: Very good

8: Good

7: Satisfactory


6: Pass

5 (or lower): Fail

The lowest pass grade is 6, while grades 9 and 10 are rarely given.


## Plagiarism

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 **Plagiarism** is strictly forbidden at Leiden University and is understood as presenting, intentionally or otherwise, someone else's words, thoughts, analyses, argumentations, pictures, techniques, computer programmes, etc., as your own work. Re-submitting or copying parts of your own work, for which you have already received credits, is also considered plagiarism. In the regulations on plagiarism you will read what the university means by plagiarism and what the possible consequences of plagiarism are.


## Course and Examination Regulations

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The  **Course and Examination Regulations** describe the content of your programme and the specialisations within the programme. They also define the achievement levels of your programme. Furthermore, they contain regulations on examinations and the order in which courses should be taken. In this way, the Course and Examination Regulations provide you with the rules you need to comply with in order to complete your studies. The regulations differ per programme.

## Code of Conduct


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The  **Code of Conduct** is applied by Leiden University in the context of providing a safe and non-discriminatory work and study environment. The Code of Conduct applies to all contact between lecturers and students of Leiden University, both in the context of professional activities or study activities, and outside these contexts.

### Undesirable behaviour


If you have encountered undesirable behaviour, you can turn to one of the confidential counsellors:

Mr. Ramon Kuipers or Mrs. Mehrnoush Golafshan

 +31 6 1146 7783 or +31 6 2504 2886

 [rkuipers@winstonpartners.nl](mailto:rkuipers@winstonpartners.nl) or [mgolafshan@winstonpartners.nl](mailto:mgolafshan@winstonpartners.nl)



All students are obliged to have a  **health insurance** to cover any medical costs incurred during their stay. This is a legal requirement for all temporary and permanent residents in The Netherlands. We hope it will not be necessary, but if you should need medical assistance whilst living and studying in Leiden you can find the necessary contact information on our website.


## General practitioner


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We strongly advise you to register with a General practitioner (GP or 'huisarts' in Dutch) while you are studying here. GPs can only see you for a consultation if you are registered with them. You also need a GP for a referral to a hospital or specialist. You can only go to a hospital without a referral from a GP in emergency situations.

We recommend the GP practice mentioned below; they accept new patients and have experience with international students.

Huisartsenpraktijk Boshuizen

 A. Noordewierlaan 58, Leiden

 071-531 0047

 [info@praktijkboshuizen.nl](mailto:info@praktijkboshuizen.nl)


 [praktijkboshuizen.nl](http://praktijkboshuizen.nl)

## Hospitals in Leiden

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▶ Leiden University Medical Centre (LUMC)

Albinusdreef 2, Leiden

 071-526 9111


▶ Alrijne hospital

Houtlaan 55, Leiden

 071-517 8178

▶ Alrijne hospital

Simon Smitweg 1, Leiderdorp

 071-582 8282

## Emergencies

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The emergency telephone number in the Netherlands (ambulance, police, fire service) is 112. If you need to contact the police and it is not an emergency, you can call 0900-8844.

# Have fun in Leiden

Of course, student life is not just about studying. Find out where you can grab a sandwich or enjoy a good meal after lectures. And take the time to enjoy the culture Leiden has to offer.

## 📍 Student recreation

If you would like to like find out more about the city of Leiden, what's on, and what to see and do, see: 📍 [Leiden, Key to Discoveries](#)

## University Sports Centre (USC)

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How about a workout at the 📍 [University Sports Centre](#) to recharge your batteries? The USC offers a wide variety of sports. Membership allows you unlimited use of fitness equipment and you can take any group class you want.

You can also join a student sport association. The associations provide a strong social environment in which you meet a lot of new people during sporting challenges on many different levels like badminton, basketball, running, tennis, swimming etc.

📍 Einsteinweg 6, Leiden





Welcome to the Institute of Education and Child Studies! This prospectus contains a short description of the Master's programmes and of the organisation of the institute of Education and Child Studies. Furthermore, data are included of people who can help with any questions and addresses of useful internet sites.

This prospectus is intended as a first introduction to the education the institute provides. It is important that you are well informed about everything that has to do with education. Therefore, in addition to this prospectus, please consult the following information sources regularly:

- ▶ the website;
- ▶ Prospectus (with descriptions of content and organisation of all courses);
- ▶ Brightspace (digital learning environment to support education);
- ▶ the special prospectuses about the *Master's Project Education and Child Studies* and the *Master's Internship Education and Child Studies*.

# Organisation and governance

The Institute of Education and Child Studies is responsible for the Master's programmes. The academic staff of the institute provide education and conduct research in the field of Education and Child Studies. They also have a task in the field of social services (for example advising on the treatment of children with psychosocial problems or developmental disorders, or advising on research and policy questions outside the university).

## The Programme Board

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The programmes of the Institute of Education and Child Studies are managed by the Programme Board.

### The members of the Programme Board are:

- ▶ dr. Marielle Linting (director of studies)
- ▶ prof. dr. Lenneke Alink (scientific director)
- ▶ dr. Peter Bos (director of research)
- ▶ Carolien Jongenotter (studentmember)

### Support staff:

- ▶ Alyt Klomp MSc (advisor)
- ▶ drs. Esther Truijen (secretary)

## Board of Examiners

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The Board of Examiners is responsible for administering the exams and organizing and coordinating the examinations. It establishes rules for the course of affairs during examinations and is heard about the Course and Examination Regulations (OER), before they are passed in the faculty council. The Examination Board is also responsible for ensuring the quality of tests and examinations.

### The members of the Board of Examiners are:

- ▶ dr. Harriet Vermeer (chair)
- ▶ dr. Lenny van Rosmalen (vice-chair)
- ▶ dr. Suzanne Mol (member)
- ▶ dr. Whitney de Haan MSc (member)
- ▶ dr. Harold Nefs (member)
- ▶ Dr. Arnout Koornneef (member)
- ▶ Dr. Jeanine Baartmans (member)

The Examination Committee meets once a month; the meeting schedule can be found on the website. All correspondence can be addressed to the secretary by e-mail:

*Email:* [examencommmped@fsw.leidenuniv.nl](mailto:examencommmped@fsw.leidenuniv.nl)



## Programme Committee

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The Programme Committee of the Institute of Education and Child Studies advises the Institute and Faculty Council about everything that concerns education. Furthermore, the Programme Committee actively contributes to quality assurance of the Institute's Bachelor's and Master's programmes. Both staff and students are represented in the Programme Committee. The Programme Committee consists of six student members and six teacher members.

### The members of the Programme Committee are:

- ▶ dr. Daisy Smeets (chair)
- ▶ dr. Petra Barneveld (staff member)
- ▶ dr. Marije Stoltenborgh (staff member)
- ▶ dr. Whitney de Haan MSc (staff member)
- ▶ Iris Broeckx MSc (staff member)
- ▶ dr. Anja van der Voort (staff member)
- ▶ dr. Sabine van der Asdonk (staff member)
- ▶ Eva Bergen (studentmember)
- ▶ Birte van der Heide (studentmember)
- ▶ Annelore Steenbergen (studentmember)
- ▶ Kikki Koppers (studentmember)
- ▶ Lisa van Velzen (studentmember)
- ▶ Nathan van Scheppingen (studentmember)
- ▶ Leonie Wolswinkel-van Dijkhuizen (secretary)



### Student members Programme Committee

The student members of the Programme Committee aim among other things to represent the interests of all students of the Institute of Education and Child Studies as well as possible. Students with questions and comments about or criticism of the educational programmes can contact them. On Brightspace is a site of the Programme Committee with a forum where students can ask questions and comment. The questions are answered by student members of the Programme Committee.

The composition of the Programme Committee will change as of 1 September 2023. You can visit the website for the new composition.

## Ethics Review Board

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The Ethics Review Board of the Institute of Education and Child Studies oversees the ethical approval procedures for research conducted within the institute. Research must be reviewed by the Ethics Committee before it is carried out. The main task of the Ethics Review Board is to evaluate proposed research according to the criteria for conducting ethically sound research.

## Study advisors

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The study advisors inform students about and guide them in a successful course of their education. In practice this means: informing individually and collectively about choices that occur during the study, making study schedules and helping to solve problems that slow study progress.



**Jolanda den Heijer**

📍 4A07

☎ 071-527 4046

✉ [studieadviseurspedagogiek@fsw.leidenuniv.nl](mailto:studieadviseurspedagogiek@fsw.leidenuniv.nl)



**Jacquy Boucher**

📍 4A05a

☎ 071-527 4072

✉ [jabouwer@fsw.leidenuniv.nl](mailto:jabouwer@fsw.leidenuniv.nl)

The study advisors can be reached, except via their personal mail, on:

✉ [studieadviseurspedagogiek@fsw.leidenuniv.nl](mailto:studieadviseurspedagogiek@fsw.leidenuniv.nl)

## Student Association

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### General Study Association For Students In Education And Child Studies

Emile is the study association for all students in Education and Child Studies. The aim of the association is to provide additional support for the study by organizing study-related and non-study related activities. With, for example, excursions to educational institutions and a study trip, Emile tries to intensify the contacts between teachers and students, but also to connect theory with practice. If you become a member of Emile, you receive a 10% discount on your textbooks.

📍 SB05

☎ 071-527 3685

✉ [emile@fsw.leidenuniv.nl](mailto:emile@fsw.leidenuniv.nl)

🌐 [Study Association Emile](#)

The logo for Emile is written in a red, cursive script. The word "Emile" is written in a fluid, handwritten style. Below the word, there is a thick, horizontal red underline that spans the width of the text.



The Institute of Education and Child Studies offers two Master's Degree Programmes in English:

- ▶ The Master's programme *Education and Child Studies* (five specialisations);
- ▶ The Research Master *Developmental Psychopathology in Education and Child Studies*.

## The Master's programme *Education and Child Studies 2023-2024* (specialisations in English)

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This Master's programme consists of one year (60 ec). The Master's programme consists of a Master's Internship, a Master's project and courses in the specialisation that you have chosen. Detailed descriptions of the content of these specialisations can be found in the Prospectus. All information about the organisation, guidance and assessment of the Master's Internship and Master's project can be found in the *Prospectus Master's Internship* and the *Prospectus Master's Project*.

Below you can find a detailed programme overview of each specialisation.

### Parenting and child development\*

#### First semester

Bloc 1	Bloc 2
Practice of empirical research  5 ec	Internship Parenting and child development  5 ec
Prevention and intervention programmes in families: development and implementation  5 ec	Attachment, parenting and development: research and clinical implications  5 ec
Digital media in the family: opportunities and challenges  5 ec	Child care, experts, and parents: historical trends  5 ec

#### Second semester

Bloc 3	Bloc 4
Internship Parenting and child development  5 ec	Internship Parenting and child development  5 ec
Masterproject	Masterproject
10 ec	10 ec

\*Order courses upon starting in September: bloc 1, 2, 3, 4. Order courses upon starting in February: bloc 3, 4, 1, 2.

## Educational science\*

### First semester

<i>Bloc 1</i>	<i>Bloc 2</i>
Practice of empirical research  5 ec	Learning and ongoing evaluation of learning <b>or</b> Digital thinking skills in education  5 ec
Learning, cognition and the brain  5 ec	Internship Educational science  5 ec
Masterproject  10 ec	

### Second semester

<i>Bloc 3</i>	<i>Bloc 4</i>
Learning and instruction  5 ec	Developing educational practices  5 ec
Internship Educational science  10 ec	
Masterproject  10 ec	

\*Order courses upon starting in September: bloc 1, 2, 3, 4. Order courses upon starting in February: bloc 3, 4, 1, 2.

## Applied Neuroscience in Human Development (ANHD)\*

### First semester

<i>Bloc 1</i>	<i>Bloc 2</i>
Practice of empirical research  5 ec	Neuroscience (Clinical assessment and treatment)  5 ec
Learning, cognition and the brain  5 ec	Methods and instruments in cognitive and affective neuroscience  5 ec
Research internship ANHD  10 ec	

### Second semester

<i>Bloc 3</i>	<i>Bloc 4</i>
Child abuse and neglect  5 ec	Masterproject
Developmental clinical neuroscience  5 ec	
Masterproject  5 ec	15 ec

\*Order courses upon starting in September: bloc 1, 2, 3, 4. Order courses upon starting in February: bloc 3, 4, 1, 2.

## Digital Media in Human Development (DMHD)\*

### First semester

Bloc 1	Bloc 2
Practice of empirical research 5 ec	Digital thinking skills in education 5 ec
Digital media in the family: opportunities and challenges 5 ec	Digital applications in mental health 5 ec
The learning child in a digital world 5 ec	Masterproject 5 ec

### Second semester

Bloc 3	Bloc 4
Internship DMHD 10 ec	
Internship DMHD 5 ec	Masterproject 5 ec
Masterproject 10 ec	

\*Order courses upon starting in September: bloc 1, 2, 3, 4. Order courses upon starting in February: bloc 3, 4, 1, 2.

## Learning problems and impairments (international track)\*

### First semester

Bloc 1	Bloc 2
Practice of empirical research 5 ec	Learning disabilities: a neuro-behavioural approach 5 ec
Learning, cognition and the brain 5 ec	Learning and ongoing evaluation of learning 5 ec
Masterproject 5 ec	

### Second semester

Bloc 3	Bloc 4
Internship Learning problems and impairments (international track) 10 ec	
Learning and instruction 5 ec	Internship Learning problems and impairments (international track) 5 ec
Masterproject 10 ec	

\*Order courses upon starting in September: bloc 1, 2, 3, 4. Order courses upon starting in February: bloc 3, 4, 1, 2.

## The Master's programme *Education and Child Studies (Research) 2023-2024*

This Master's programme consists of two years (120 ec). The programme contains courses in the field of research methods and statistics, substantive subjects, profile courses and a Research Master thesis and a Research Master internship.

### First year

#### First semester

<i>Bloc 1</i>	<i>Bloc 2</i>
Conducting and evaluating empirical research  <i>5 ec</i>	Designing research for science and society  <i>5 ec</i>
Presenting research and academic writing  <i>5 ec</i>	Methods and instruments in cognitive and affective neuroscience  <i>5 ec</i>
Profile  <i>5 ec</i>	Profile  <i>5 ec</i>

#### Second semester

<i>Bloc 3</i>	<i>Bloc 4</i>
Recent issues and advances in Education and Child Studies  <i>5 ec</i>	Test theory and scale development  
Small sample size approaches in relational and intervention designs  <i>5 ec</i>	
Applied multivariate data analysis (spring)  <i>5 ec</i>	
Research Master thesis  <i>10 ec</i>	



## Second year

### First semester

<i>Bloc 1</i>	<i>Bloc 2</i>
Research Master thesis <i>5 ec</i>	Research Master thesis <i>5 ec</i>
Profile <i>5 ec</i>	Profile <i>5 ec</i>
Applied multivariate data analysis (fall) <i>5 ec</i>	

### Second semester

<i>Bloc 3</i>	<i>Bloc 4</i>
Research colloquia <i>30 ec</i>	Research Master internship   <i>15 ec</i>
Profile <i>5 ec</i>	
Research Master internship <i>5 ec</i>	

# Some Dutch words and phrases to help you make your way around:

**Dag, doe!**: Goodbye (friendly)

**Hallo, hoi!**: Hello

**Prima!**: Alright! Let's do it!

**Ja!**: Yes

**Nee!**: No

**Tot ziens!**: Goodbye (formal)

**Patat met!**: Chips/fries with... (mayonnaise, ketchup etc.)

**Gezondheid!**: Bless you (when sneezing or coughing)

**Proost!**: Cheers

**Gefeliciteerd!**: Congratulations



**Veel succes!**: Good luck!

**Gezellig!**: Fun, nice, cosy; used to describe a good time with good company in nice surroundings

**Leuk!**: Nice, like óh'nice!

**Fijn!**: Nice, good

**Dank je wel, Bedankt!**: Thank you

**Lekker!**: Yummy, tasty, delicious, nice, used to describe food, weather

**Beterschap!**: Get well soon

**Mooi!**: Pretty, good

**Alsjeblift!**: Please, and also here you are

