**Study Abroad Report**

**Dates of stay abroad** from: ………………………….. till:**…………………………………………**

**Academic year** 20.. / 20..

**Type of activity abroad …………………………………………………………………………………………..***(e.g. exchange, free mover)* **Name of university/institution abroad …………………………………………………………………………………………..**

**City/town ……………………………………………………………………………………………**

**Country ……………………………………………………………………………………………**

**Leiden University study programme:
-** Bachelor or Master ………………………………………………………………………………………………
- Programme name ……………………………………………………………………………………………...

- Faculty **……………………………………………………………………………………………**

Dear Student,

We hope you thoroughly enjoyed your study activities abroad and had a memorable time. Leiden University would very much like to hear about your experiences so we can continue improving our study abroad programmes. Your fellow students who are thinking of studying abroad would also love to read your tips and advice. Remember all the questions you had when you were choosing your destination and making preparations? Well now it’s your turn to help out by submitting a detailed study abroad report.

**When and how to submit**

***Within one month*** of the end of your study activity abroad, upload your study abroad report in the study abroad portal, in the ‘upon return’ section. Remember that late submission can have consequences for the recognition of your study credits and your scholarship entitlement (if applicable).

**Specifications**

* Write your report in the table below.
* Your report must be in English.
* Cover all the topics mentioned (if applicable) and provide as much detail as possible - at least 600 words
* Do not include any names or contact details, including your own, for privacy reasons.

|  |  |
| --- | --- |
| **Communication with host university or institution:***both before and during stay* |  |
| **Welcome and orientation services:***compulsory/optional, cost, quality* |  |
| **Accommodation:***arrangement, type, location, costs, quality* |  |
| **Costs:***living expenses, rent, study materials, insurances, available scholarships* |  |
| **Visa and residence permit (if applicable):***procedures, costs, deadlines* |  |
| **Education system:***language, differences, quality* |  |
| **Courses and credits:** *number of courses taken, credit system, recommended courses* |  |
| **Guidance and support:** *academic, personal and practical* |  |
| **Culture, customs and social life** |  |
| **Tips and tricks for future students:** *both for preparations and during stay* |  |
| **Short testimonial:** *what did your study abroad experience mean to you, what did you gain, greatest memories etc.*  |  |
| **Anything else you would like to share**  |  |

 **Privacy**
When submitting your report in the study abroad portal, you will be asked to grant permission for it to be uploaded in [Leiden University’s student reports database](https://studying-abroad-reports.universiteitleiden.nl/) in an anonymised form. Here it can be accessed by Leiden University students who are also considering studying abroad. You can find further information on how the data in your study abroad report is stored and used in the [Study Abroad Reports Privacy notice](https://www.organisatiegids.universiteitleiden.nl/en/regulations/general/privacy-notice---study-abroad-reports).