

Minor Programme Frugal Innovation for Sustainable Global Development 2018-2019

APPLICATION PROCEDURE

This minor is a selective programme. A maximum of 30 students can participate. Ideally, the minor programme receives ten students from each Leiden-Delft-Erasmus university. As this programme requires seriously motivated students, for both working on interdisciplinary topics and going abroad for the internship, we request students to hand in a motivation with their application for the programme. Please find the exact procedure below.

Please be aware that you cannot do a resit exam for a different course during the period of the internship!

1. REGISTER YOUR MINOR PREFERENCES

In order to do a minor at a LDE university other than your home university, you must have an active or a definitive enrolment for a Bachelor's programme at your home university before 1 September 2018. Beside an active enrolment at your home university you also need an active registration as a guest-/minor-student at the other participating LDE universities. Erasmus University, Leiden University and TU Delft will exchange the necessary registration information (your name, address, contact details, etc.), but you also need to take action.

Please register as follows for the active enrolment at your home university:

TU Delft students:

- Register your minor preferences via Osiris from 1 May up to 31 May 2018.
- Make sure you have an active registration as a bachelor student for 2018-2019 at your home university TU Delft before 1 September 2018!

EUR students:

- Register your minor preferences via Osiris from 1 May up to 31 May 2018.
- Make sure you have an active registration as a bachelor student for 2018-2019 at your home university EUR before 1 September 2018!

Leiden University students:

- Register for the minor in uSis from **1 May up to 1 June 2018**. *This is a different deadline than the other minor programmes at Leiden University. Please be aware of that!*
- Make sure you have an active registration as a bachelor student for 2018-2019 at your home university Leiden University before 1 September 2018!

2. SUBMIT A CV AND LETTER OF MOTIVATION

Write a motivation letter of maximum two A4's in which you explain

- Who you are and what you study;
- Your personal learning goals from this minor programme;
- Your experience with the topic in general and/or working in interdisciplinary/multidisciplinary contexts;
- Your experience with working/living/travelling abroad;
- Your expectations of the minor programme and the internship

Submit your **CV and letter of motivation** by **Thursday 31 May 2018** the latest to minorfrugalinnovation@asc.leidenuniv.nl. Your application is reviewed by the Selection Committee. In this committee, each university is represented.

By **15 June 2018** you are notified whether you are admitted into the programme. If this is the case, please continue to step 3. If this is not the case, you can still follow the minor programme which you indicated as second choice.

3. REGISTER FOR ACTIVE REGISTRATION AS A GUEST-/MINOR STUDENT

Please register as follows for the active registration as a guest-/minor-student at the other participating universities:

Leiden University students

For enrolling as a minor-student at TU Delft:

1. Register yourself as a minor-student via www.studielink.nl (see factsheet)
2. Immediately after registration in Studielink, you must upload a passport photo for your TU Delft campus card via www.e-service.tudelft.nl. You can log in with your NetID, which is sent to you automatically after your registration in Studielink.

For enrolling as a guest student at Erasmus University:

1. You will receive an email requesting you to upload a passport photo. Make sure that you upload your passport photo before 1 September. Without a passport photo, you cannot be enrolled as a guest student at Erasmus University.

TU-Delft students

For enrolling as a minor-student at Leiden:

1. You will receive an email regarding your registration as contract student and an email with the request to activate your new UCLN account. After activating this, you can access Blackboard Leiden that will function as the electronic learning environment.

For enrolling as a guest student at Erasmus University:

1. You will receive an email requesting you to upload a passport photo. Make sure that you upload your passport photo before 1 September. Without a passport photo, you cannot be enrolled as a guest student at Erasmus University.

Erasmus University students

For enrolling as a minor-student at Leiden University:

1. You will receive an email regarding your registration as contract student and an email with the request to activate your new UCLN account. After activating this, you can access Blackboard Leiden that will function as the electronic learning environment.

For enrolling as a minor-student at TU Delft:

1. Register yourself as a minor-student via www.studielink.nl (see factsheet).
2. Immediately after registration in Studielink, you must upload a passport photo for your TU Delft campus card via www.e-service.tudelft.nl. You can log in with your NetID, which is sent to you automatically after your registration in Studielink.

In case you have any questions, do not hesitate to contact the minor coordination team through minorfrugalinnovation@asc.leidenuniv.nl.