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<i>Subject</i>	<i>our reference</i>	<i>date</i>
Vacancy: international students for <i>Students Advisory Board</i>	LC 25.013/DIV	March 24 th , 2025

Dear members of the student council,

Your research university or university of applied sciences has signed the Code of Conduct for International Students in Higher Education (hereinafter: CoC). The CoC is designed to standardize the relationship between international students and the institutions of higher education in the Netherlands. The CoC contains provisions and agreements about, among other things, information provision to and the selection, admission and guidance of international students, as well as the quality of the provided education.

The CoC is a product of self-regulation of the educational field in higher education. This means that the CoC was created by the umbrella-organizations in higher education, in coordination with their members - i.e., the research universities and universities of applied sciences. In addition, it is financially and politically supported by the Dutch government. The National Commission (hereinafter: commission) supervises compliance with the agreements by the institutions of higher education by, among other things, conducting research and handling complaints. For more information, please visit www.internationalstudy.nl or take a look at the image on the next page.

International Students Advisory Board

The latest evaluation of the CoC was concluded in 2022. One of the outcomes of this evaluation was to create an international Students Advisory Board (hereinafter: SAB). In September 2022 the first members of the SAB started. Initially the SAB primarily worked on laying the foundations for the board to work on. Nowadays the board is more engaged with the actual contents of the CoC. One of the main themes is the provision of information to (prospective) international students. For instance, in 2023 the SAB advised the commission about what prospective international students view as essential information before coming to the Netherlands. To get to a better idea of the SAB and its activities please check [International Student Advisory Board – internationalstudy](http://www.internationalstudy.nl)

With this letter we would like to invite international students who preferably are active in the student councils of their educational institution to apply for membership of the SAB.

Requirements

The commission is searching for international bachelor or master students who preferably are a member of a student council at their higher educational institution and who will be in the Netherlands for the foreseeable future. As a baseline, students will be appointed member of the SAB for two years, but the period you're in the SAB can be shorter or even longer. The SAB provides the commission with solicited and unsolicited advice about all the subjects that belong to the CoC. Therefore, the commission searches for students who are willing to think within the framework of the CoC and the set task. On the one hand this requires creativity and on the other hand it requires a sensitivity to what can and what can't be changed. The new members of the SAB will be named by the commission and in coordination with the current members. The bureau of the commission provides support to the SAB and the commission offers travel compensation to the members of the SAB.

Activities

The SAB meets preferably four times every year physically, usually in Utrecht but other locations like your own university are also options. Two of these meetings will be with members of the commission, once in June and once in December. We try to organize different settings for the meetings to incite constructive ways for the members to communicate with each other. Of course, we encourage you to provide input for these meetings. The two other meetings are open to other variations, like a mini-congress or a visit to one of the institutions. Sometimes the SAB is called upon to think about creative matters like website design or the creation of an

introductory film about the CoC. In between these meetings there are online meetings if certain pressing issues arise or to prepare for the meetings.

Process

It is possible to respond to the vacancy from **March 24th** until **April 14th** by submitting your cv and (short) motivational letter via e-mail. Please refer in your motivational letter to what you would like to contribute to the SAB and briefly mention the goals you would like to pursue. You quickly will receive a reaction to your submission, please also check your spam-box! Promising candidates will be invited for an online interview with a member of the bureau of the commission and a current SAB-member. Interviews will be held in late April and the beginning of May. Members will be named at the meeting of the commission in the middle of June. You'll receive the results via e-mail. The membership of SAB starts in September.

Interested?

Interested candidates can submit their cv with a short motivational letter via e-mail to info@internationalstudy.nl.

If you have any questions or comments, please contact the bureau of the commission at the indicated e-mail address.

Kind regards,

On behalf of the National Commission,

Eva-Maria Wijers,

Member of the bureau of the National Commission

