

Finding your way at Utrecht University

Welcome! You're standing at the beginning of your academic adventure at UU. That's a big step. So we're here to lend a hand. Find out when your classes are, who to turn to with questions, and several tips about education and our systems below.

Where do I need to be?



Buys Ballot building (BBG)



Caroline Bleeker building (CBG)



David de Wied building (DDW)



Hans Freudenthal building (HFG)



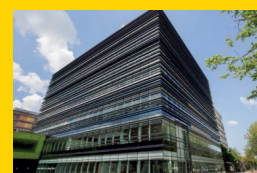
Hugo R. Kruyt building (KRUYT)



Leonard S. Ornstein building (OL)



Minnaert building (MINN)



Victor J. Koningsberger building (KBG)

These are the Faculty of Science's buildings, but you might have classes anywhere on campus > students.uu.nl/en/contact/buildings

TIP

The walking route to the BBG goes through the KBG. The first number of the room number stands for the floor in the building, so 0.12 (ground level + room 12), 1.13 (first floor + room 13).

When do I have classes?

Registration / de-registration

At secondary school, you had subjects, but at the university you have courses. All first-year students are automatically registered for the required courses in the first semester (period 1 + 2). You will have to register for your required courses and electives yourself starting from period 3.

How do I register for courses?

You can register and deregister for courses via Osiris during the designated registration periods. That means you need to register for period-3 courses in October. The registration periods are posted on the student site: students.uu.nl/en/science/practical-information/course-registration

Please note: the registration periods can be six months in advance, so note the dates in your agenda and plan ahead. Registration periods can also differ per faculty. Take this into

account if you are following elective courses at a different faculty

Calendar for the academic year

For an overview of the entire academic year, please consult the calendar at students.uu.nl under your study programme page > Practical information > Academic calendar.

Time slots

We use a system of time slots at Utrecht University. To prevent your lectures, seminars or exams from being scheduled at the same time, you must schedule your courses during different time slots. The time slots enable you to compile a feasible study schedule. > students.uu.nl/en/science/practical-information/timeslots



TIPS

► **Study spots:** students.uu.nl/en/study-spots (you do not need to make a reservation to use them in KBG).

► **Studium Generale:** free academic knowledge in the form of lectures, talk shows and other events.

► **Parnassos:** cultural centre that offers a wide range of courses, productions and workshops: uu.nl/en/parnassos

► **Olympos:** sport centre with a wide range of sports and fitness activities. Your OlymPas entitles you to a discount on sports and fitness fees.

► **@uubeta:** Follow Faculty of Science on Instagram for student news and events.

► **Printing:** use any card with an RFID chip (e.g. your OV chip card), top up your print credit via myprintportal.

Scan for online version guide



Who should I contact?

Study programme

University

Faculty

Student Mentor (stutor): senior students who can help you by sharing their experiences.

Study Advisor: helps you with questions about the study programme, binding recommendations, *studying with a disability* and personal issues that affect your studies. You can make an appointment with the academic advisor via your study programme page at students.uu.nl > Contact > Study Advisor

Tutor: your personal point of contact for questions about your study programme or personal issues.

Lecturer: point of contact for questions about a course, grades and evaluations.

Student Association: every study programme has a student association that organises training courses and social activities. For more information, see students.uu.nl > Student life and housing.

Board of Examiners: grants approval for exemptions, extra re-sits, (foreign) internships. For more information, see the study programme page at students.uu.nl > Contact > Board of Examiners

Student Information Desk: course registrations, grades, study progress and graduation. Location: Minnaert building, 1.20 > students.uu.nl/beta/contact/studiepunt

Career Officer: advises on the job market and transition to Master's programme. Can proofread your CV, and offers training in applying for jobs and networking. > careerofficer.science@uu.nl > students.uu.nl/en/science/steps-career-orientation

International Office: for questions about going abroad for internships, courses or research. > students.uu.nl/onderwijs/studeren-in-het-buitenland

Student Services: place for information about your enrolment, tuition, financial assistance, housing and Studielink. > students.uu.nl/en/contact/student-services

Student Counsellor: helps with financial issues, studying with a disability, or combining studies with professional sports. > students.uu.nl/en/guidance-and-development/who-to-contact/student-counsellor

Student Psychologist: helps with personal and study-related problems. > students.uu.nl/afpraak-maken-met-een-studentenpsycholoog

Confidential Advisor: helps and advises with issues of harassment. For more information and contact > students.uu.nl/en/guidance-and-development/who-to-contact/confidential-counsellor-for-inappropriate-behaviour

Skills Lab: offers training, workshops and guidance in the areas of writing, studying and other academic skills. > students.uu.nl/en/guidance-and-development/skills-lab



Which digital tools will I use?

Login

Registration & schedules

Attending classes

Solis-id: your Solis-id is the same as your e-mail and is your user name for most university services.

2FA: UU secures data using two-factor authentication (2FA). You need two things to log in using 2FA: your Solis-ID and password, and your smartphone or tablet.

Wifi: Utrecht University, log in using your e-mail address and Solis-ID password.

Osiris student: this is where you can register for courses, see your grades and change your address details.

Course planner: to plan out your studies and identify which courses are still required and available.

MyTimeTable: scheduling website, log in with Solis ID, your schedule is automatically in it.

MyUU: app for students featuring your grades from Osiris, your university ID, your library card and your personal schedule.

Blackboard: the learning environment for handing in assignments, lecture material and information about courses and studies.

Outlook: you will receive important information from lecturers and other individuals via your e-mail address that you received in your private e-mail during the enrolment process.

Solis Workspace: offers all the applications you need for your education.

Tip: you can download free software - like Office 365 and Outlook - via students.uu.nl/gratis-software

Student website: on students.uu.nl you can find your study programme page and information about your programme.

Still have some questions?

Utrecht University offers a lot of ICT support. You can find more information at manuals.uu.nl, or by calling (030) 2534 500.

