

Master's Science Starter Guide

Finding your way at Utrecht University

BUILDINGS



Buys Ballot building (BBG)



Caroline Bleeker building (CBB)



David de Wied building (DDW)



Hans Freudenthal building (HFG)



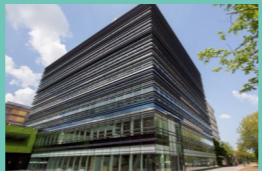
Hugo R. Kruyt building (KRUYT)



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).

EDUCATION

Registration / de-registration

All first-year Master's students are automatically registered for the mandatory courses in period 1 or period 3 if you start in February. For elective courses your programme coordinator will inform you about how to register. After that, you will have to register for all mandatory and elective courses yourself.

How do I register for courses?

You register and deregister for courses via Osiris during the designated registration periods. 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

You can find an overview of the entire academic year in the *Academic Year Calendar*.

Research project

Within all Master's programmes you will complete one or more research project(s). More info: programme page students.uu.nl > Academics > Research project



TIPS

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

- ▶ **Parnassos:** cultural centre that offers a wide range of courses, productions and workshops: uu.nl/en/parnassos
- ▶ **@uubeta:** Follow Faculty of Science on Instagram for student news and events.

Student website:

on students.uu.nl you can find all information that is relevant for your specific master's programme.

Scan for online version guide



SUPPORT & CONTACT

Study programme

University

Faculty

Programme Coordinator: advises on all content and practical matters concerning your Master's (e.g. how to plan your research project and which elective courses you should choose).

Study Advisor: questions about the study programme, problems with motivation, *studying with a disability* and personal issues that affect your studies. Make an appointment via your study programme page at students.uu.nl > Contact

Lecturer: questions concerning assignments, grades and evaluations.

Board of Examiners: grants approval for exemptions, extra re-sits and (foreign) internships. More info > study programme page at students.uu.nl > Contact > Board of Examiners

Study Association: every study programme has a study association that organises academic and social activities. > students.uu.nl/en/science/student-life/study-associations

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

Career Officer: training and advice about transition to the job market. > careerofficer.science@uu.nl > students.uu.nl/en/support-and-development/career-services/book-an-appointment

International Office: guidance on going abroad for internships, courses or research > students.uu.nl/en/study-abroad/contact

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

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

Student Psychologist: helps with personal and study-related problems. > students.uu.nl/en/support-and-development/contact/student-psychologist

Confidential Advisor: guidance on issues of inappropriate behaviour. > students.uu.nl/en/support-and-development/contact/confidential-advisor-for-inappropriate-behaviour

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



DIGITAL TOOLS

Login

Solis-ID: Your user name for university services, that corresponds to your student email address.

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.



Registration & schedules

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 have an overview of all courses included in your programme.

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.

Printing: use any card with an RFID chip (e.g. your OV chip card), top up your print credit via [myprintportal](https://myprintportal.uu.nl).

Attending classes

Brightspace: learning environment for handing in assignments and finding lecture materials and information about courses. Some courses also use MS Teams.

Outlook: You will receive important information from lecturers and university administrators via your student email address.

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

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

In case of an emergency

Use the emergency telephone number: 030-2534444. This connects you to the Utrecht University Security.

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.