Financial Support Scheme for student members of university management bodies

Introduction

On the grounds of Article 7.51 of the Higher Education and Research Act (Wet op het hoger onderwijs en wetenschappelijk onderzoek) (Bulletin of Acts and Decrees 1992, 593), student members of certain university management or participation bodies are eligible for financial support. These regulations lay down the amount of support these students can receive in the form of a management participation grant, hereinafter referred to as 'bestuursbeurs'. The Executive Board adopted these regulations with the approval of the University Council on 22 August 2022.

Article 7.51. Financial support in connection with exceptional circumstances
1. The executive board of a funded institution for higher education will take measures to provide financial support for a student enrolled at that institution, who in connection with exceptional circumstances has experienced or is expected to experience a delay in completing the degree programme.
2. The exceptional circumstances referred to in paragraph 1 are:
   a. membership of the board of a student organisation of a certain size with full legal capacity, a curriculum committee, the board of a degree programme as referred to in Article 9.17, the university council, the faculty council, the body that is formed on the grounds of the participation scheme referred to in Article 9.30(3) or Article 10.16a(3), the participation council, the sub-council or the student council,
   b. activities of a management or public nature which in the opinion of the executive board are also in the interest of the institution or the education the student is receiving,
   c. illness or pregnancy and birth,
   d. a disability or chronic illness,
   e. exceptional family circumstances,
   f. inadequate study programme feasibility,
   g. other exceptional circumstances affecting the student as determined by the executive board,
   h. circumstances other than those listed in parts a. to g. which, if a request for financial support based on such circumstances were not to be honoured by the executive board, would lead to extreme unfairness.

Article 7.51f. Amount of the financial support
The financial support referred to in Articles 7.51 to 7.51e will not exceed the student finance received by the person concerned pursuant to Chapter 3 of the Student Finance Act 2000 (Wet studiefinanciering 2000), or which he or she would have been receiving if he or she had been or would have been entitled to it.

Article 7.51g. Provision for additional support
Supplementary to provisions referred to in Articles 7.51 to 7.51e, a provision for financial support can be made that, together with the financial support under the provisions referred to in Articles 7.51 to 7.51e, is higher than the student finance that the person concerned receives pursuant to Chapter 3 of the Student Finance Act 2000, or would have been receiving if he or she had been or would have been entitled to it. This supplement is provided under the name: provision for additional support.

Article 7.51h. Institution rules
1. The executive board lays down procedural rules on the application of Articles 7.51 to 7.51d, which will in any case include rules on the start, duration and amount of the financial support,
2. The executive board may attach to the award of financial support the obligation that the student is actually studying.

Article 7.51i. Obligation to provide information and entry in the records
The executive board will inform the student in writing of the financial support referred to in this paragraph, stating separately the amount of the additional support. The executive board will also enter the financial support provided to the student in its records, stating the student’s citizen service number and the amount awarded, stating separately the amount of the additional support.
Article 1: entitled persons

1. A student is eligible for a *bestuursbeurs* as referred to in Article 2 who:
   - is a member of the University Council for a first or second year, or
   - is a member of a university management or participation body listed in the appendix
to these regulations.
   The student who is a member of the University Council for a third or subsequent year is
not eligible for a *bestuursbeurs*.

2. Every year, no later than 1 October of the academic year in question, on behalf of the
Executive Board the dean of the faculty will determine in the appendix to these
regulations for each management or participation body in his or her faculty the amount of
support student members are eligible. The provisions of Article 2 are taken into account in
this respect.

Article 2: amount of the *bestuursbeurs*

1. The dean of the faculty determines the average time investment per week for student
members of the various management or participation bodies. According to the table
below, the amount of the *bestuursbeurs* depends on the average time investment per
week, linked to a part of the standard amount referred to in paragraph 3.

<table>
<thead>
<tr>
<th>Group</th>
<th>Average time investment per week</th>
<th>Basis</th>
</tr>
</thead>
<tbody>
<tr>
<td>O</td>
<td>Less than half a day</td>
<td>no payment, or 5% of the standard amount</td>
</tr>
<tr>
<td>I</td>
<td>1 half-day</td>
<td>10% of the standard amount</td>
</tr>
<tr>
<td>II</td>
<td>2 half-days</td>
<td>20% of the standard amount</td>
</tr>
<tr>
<td>III</td>
<td>3 half-days</td>
<td>30% of the standard amount</td>
</tr>
<tr>
<td>IV</td>
<td>4 half-days</td>
<td>40% of the standard amount</td>
</tr>
<tr>
<td>V</td>
<td>5 half-days</td>
<td>50% of the standard amount</td>
</tr>
<tr>
<td>VI</td>
<td>6 half-days</td>
<td>60% of the standard amount</td>
</tr>
<tr>
<td>VII</td>
<td>7 half-days</td>
<td>70% of the standard amount</td>
</tr>
<tr>
<td>VIII</td>
<td>8 half-days</td>
<td>80% of the standard amount</td>
</tr>
<tr>
<td>IX</td>
<td>9 half-days</td>
<td>90% of the standard amount</td>
</tr>
<tr>
<td>X</td>
<td>10 half-days</td>
<td>100% of the standard amount</td>
</tr>
</tbody>
</table>

2. The standard amount is the standard amount for Higher Education as referred to in Article
3.18 of the Student Finance Act 2000 on 1 September of the academic year in question:
   a) increased by 50% of the statutory tuition fees or higher statutory tuition fees paid
      by the student, or
   b) at the end of the academic year, increased by 50% of the institutional tuition fees
      paid by the student if it is demonstrated that the student’s studies have actually
      been delayed due to the management or participation activities.

3. Students who participate in the flexible study programme are not eligible for the
   supplement referred to in paragraph 2(a).

4. If the applicant holds the management position for only part of the year, the amount of
   the *bestuursbeurs* will be reduced pro rata.

5. Students who receive a supplementary grant in their year on a board may receive a
   supplement to the standard amount referred to in paragraph 1. The amount of this
   supplement is x/10th (x/20th respectively), determined on the basis of the time
   investment according to the table in paragraph 1, multiplied by twelve times the
   supplementary grant that the applicant receives in the month of September of the
   academic year in question.

Commented [GV1]: Opm. vertaler: svp brontekst controleren (het derde lid onder a). Aangenomen
dat dit ‘2(a)’ moet zijn.
Article 3 – amount of bestuursbeurs for student members of the University Council

1. For student members of the University Council, the bestuursbeurs amounts to:
   a. 74% of the standard amount for Higher Education as referred to in Article 3.18 of the Student Finance Act 2000; plus
   b. 74% of the basic student grant for students of Higher Education living away from home, and;
   c. 74% of the statutory tuition fees or the institutional tuition fees payable by the student member, based on the amounts on 1 September of the academic year in question.

2. Payment of the institutional tuition fees referred to in 1.c is in the form of a waiver of the institutional tuition fees due, granted by the Director of Student & Academic Affairs.

3. Student members of the University Council who receive a supplementary grant in their year on a board may receive a monthly supplement of 74% of the supplementary grant that the applicant receives in the month of September of the academic year in question.

4. If the applicant holds the management position for only part of the year, the amount of the bestuursbeurs will be reduced pro rata.

Article 4 – application

1. An application for a bestuursbeurs must be submitted to the dean of the faculty using the appropriate form. Student members of the University Council must submit the application for a bestuursbeurs grant to the Executive Board.

2. Applicants who apply for a supplement as referred to in Article 2(5) and Article 3(3) must include the following documents with the application:
   a. a document showing the amount of the supplementary grant received in the month of September of the academic year in question;
   or a statement by the Student & Academic Affairs Office, if requested, showing the amount of the supplement.

3. Confirmation of receipt will be sent to the applicant within 2 weeks.

4. Applications submitted after the end of the academic year following that in which the management position in question was fulfilled will not be considered, unless the applicant demonstrates that an application was not submitted in time for reasons beyond the applicant’s control.

Article 5 – processing and decision

1. The dean of the faculty will reach a decision on the application within six weeks of receiving the application. The Executive Board will reach a decision on applications from student members of the University Council within six weeks of receiving the application.

2. The decision will entail:
   a. a rejection of the application, or
   b. the award of a bestuursbeurs for a period to be determined, or
   c. the application not being processed because it was not submitted in time.

3. The decision, with reasons, will be notified to the applicant in writing. In the decision, the applicant will be informed of the option to lodge an objection to the decision with the Executive Board pursuant to Article 7:1 of the General Administrative Law Act (Algemene Wet Bestuursrecht). In the decision taken on the notice of objection, the
applicant will be informed of the option to lodge an appeal against this decision with the Administrative Jurisdiction Division of the Council of State pursuant to Article 7.64 of the Higher Education and Research Act.

Article 6 – Payment of bestuursbeurs

The bestuursbeurs will be paid in equal monthly instalments. An instalment will be paid at the end of the month to which it relates.

Article 7 – Withdrawing and reclaiming a bestuursbeurs

1. The dean of the faculty (or the Executive Board, as the case may be) is authorised to withdraw the decision to award a bestuursbeurs and/or to reclaim a bestuursbeurs awarded and/or paid if:
   - the applicant ceases to be a member of the management or participation body before the end of the term;
   - the management or participation body has meanwhile been discontinued.
2. The decision, with reasons, will be notified to the applicant in writing. In the decision, the applicant will be informed of the option to lodge an objection to the decision with the Executive Board.

Article 8 – Hardship clause

The dean of the faculty (or the Executive Board in the case of applications from student members of the University Council) is authorised to deviate from the provisions of this scheme if their strict application were to lead to extreme unfairness.
Explanation

Basis of the bestuursbeurs
The amount of the bestuursbeurs for student members in university management bodies is linked to the time investment for the activities and the standard amount of a student grant for a student in higher education living away from home. This creates a uniform basis for the allowances and supplements. It also provides for an automatic indexation of the amounts. The standard amount of the student grant is set out in Article 3.18 of the Student Finance Act 2000. In 2023-2024 this amount for a student in higher education living away from home is set at €957.87 per month. In 2023-2024 this amount will be increased by a once-only supplement of €164.30 per month. This is stated in Article 3.18a of the Student Finance Act 2000, bringing the standard amount to €1,122.17 per month.

Allowances for student members of the University Council
The allowances for student members of the University Council have been increased from the start of the 2023-2024 academic year. These students will receive (according to the 2023-2024 standard) the following amounts:

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>74% of the standard amount of €1,122.17 per month, being €830.41 per month</td>
<td>€830.41 per month</td>
</tr>
<tr>
<td>2.</td>
<td>74% of the basic grant for students living away from home of €274.90 per month, being €203.43 per month</td>
<td>€203.43 per month</td>
</tr>
<tr>
<td></td>
<td>NB: the basic grant supplement of €164.30 per month is not included, since this has already been included in the standard amount and including it here would lead to calculating the supplement twice.</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>74% of the statutory tuition fees payable by the student member. For the regular statutory tuition fees this works out at €2,314 ÷ 12 = €192.83 x 74% = €142.70 per month.</td>
<td>€142.70 per month</td>
</tr>
<tr>
<td></td>
<td>NB: 74% of the institutional tuition fees is paid out in the form of a waiver (i.e., a reduction) of the institutional fees. This simplifies the administrative process and avoids the bestuursbeurs being subject to tax.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total amount:</td>
<td>€1,176.54 per month</td>
</tr>
</tbody>
</table>

This amount may be higher for students receiving a supplementary grant. With effect from 1 September 2023 the supplementary grant for student finance is a maximum of €416. A student member of the University Council receiving the maximum supplementary grant will receive 74% of this supplementary grant as a bestuursbeurs, i.e. €307.84 per month. This brings the bestuursbeurs for this student to €1,176.54 + €307.63 = €1,484.38 per month. In addition, the tuition fee allowance is higher for students who pay higher tuition fees. These are students at UCU/UCR/PPE who pay the higher statutory tuition fees and the students who pay the institutional tuition fees.
**Taxability**

Article 7.51f and i of the Higher Education and Research Act state that the institution must record separately the amount of the 'provision for additional support'. The student must also be informed of this. The reason for this is that this additional support is taxable. The legal definition of 'additional support' is: the allowance that is 'higher than the student finance that the person concerned receives pursuant to Chapter 3 of the Student Finance Act 2000, or would have been receiving if he or she had been or would have been entitled to it'. This amount consists of the standard amount for a student of higher education living away from home, as referred to in Article 3.18 of the Student Finance Act 2000; plus the tuition fee credit referred to in Article 3.16a of the Student Finance Act 2000. See the chart below:

<table>
<thead>
<tr>
<th>Standard amount for student living away from home 2023-2024 per month</th>
<th>Tuition fee credit 2023-2024 per month</th>
<th>Total tax-free amount per month. The part of the bestuursbeurs that exceeds this amount is taxable for the student</th>
<th>Amount of bestuursbeurs for a student member of the University Council without a supplementary grant</th>
</tr>
</thead>
<tbody>
<tr>
<td>€1,122.17</td>
<td>For the regular statutory tuition fees: €192.83 per month (€2,314 ÷ 12)</td>
<td>€1,315 per month</td>
<td>€1,176.54 per month</td>
</tr>
<tr>
<td>€1,122.17</td>
<td>for the higher statutory tuition fees UCU: €400.17 per month (€4,802 ÷ 12)</td>
<td>€1,522.34 per month</td>
<td>€1,329.97 per month</td>
</tr>
<tr>
<td>€1,122.17</td>
<td>For the higher statutory tuition fees PPE: €385.67 per month (€4,628 ÷ 12)</td>
<td>€1,507.84 per month</td>
<td>€1,319.24 per month</td>
</tr>
<tr>
<td>€1,122.17</td>
<td>for the institutional tuition fees: 1/12 of the actual institution tuition fees to be paid, up to a maximum of €964.15 per month (5 x the statutory rate).</td>
<td>€2,086.32 per month</td>
<td>€1,033.84 per month + waiver of 74% of the institutional tuition fees</td>
</tr>
</tbody>
</table>

In the last column, the bestuursbeurs for student members of the University Council without a supplementary grant remains below the tax threshold. Only students with a supplementary grant may exceed the threshold amount: after all, they receive an extra supplement of 74% of the supplementary grant that they receive in the month of September.