# ICT in Business and the Public Sector (MSc)

Master





#### Specialisations

- ICT in Business (MSc)
- ICT in the Public Sector (MSc)

In the two-year master's programme ICT in Business and the Public Sector, you will expand your knowledge of ICT and develop business and organisational skills that are essential to become a modern IT professional.

### Lijin Zheng

#### Student



"I was interested in how ICT facilitates business and so this master's programme suited me well."

"I have a technical background and I did a lot of programming during my bachelor's in Digital Media Technology in Beijing (China). For my master's I decided to make some changes. I was interested in how ICT facilitates business and so this master's programme suited me well. I decided to follow this programme in Leiden, because Leiden University has a very good reputation and belongs to the worldwide top.

We started with several courses on both ICT and business aspects. The ICT courses didn't focus on (fundamental) computer science and programming, but more on ICT at a higher level with topics such as ICT architecture and enterprise information systems. We learned to understand the concepts behind ICT. The most important knowledge I gained from this master's programme was how to bridge ICT and business and how new ICT technologies can be used to make business more effective and efficient. That was exactly the part I liked most. In the coming months I will complete my master's degree with a thesis project at an ICT consultancy company.

In the course of this master's programme we did a lot of projects in groups. Since half of the students are international, we experienced how people from different cultures have different ways of acting and expressing ideas. This really helped me to improve my cross-cultural communication skills."

#### **Jorge Osorio**

Alumnus



"During my master's in Leiden I developed a broad view of IT."

"The KLM programme that trains participants for the position of IT manager has a stringent selection process. You have to have good analytical skills, be able to handle people and have broad technological knowledge.

What's interesting is that in my Leiden master's ICT in Business I learned to regard IT from these different perspectives – not only from a purely technological, but also from a social, economic and organisational viewpoint. I am now reaping the benefits of this."

# What does this master's programme entail?

The MSc *ICT in Business and the Public Sector* is offered by the Leiden Institute of Advanced Computer Science (LIACS) as a two-year research master on the management and application of ICT in an organizational context.

Over the last years, rapid changes in information and communication technology (ICT) have created major challenges and opportunities for all kinds of organisations, industries, and individuals. To thrive in our modern information society, businesses and governmental organisations alike must combine a solid grasp of the evolving technological possibilities with a deep understanding of how to effectively and responsibly apply these in an organisational context.

Read more about our <u>ICT in Business and the Public Sector programme</u>.

# Why study ICT in Business and the Public Sector at Leiden University?

- The master's programme ICT in Business and the Public Sector is unique in the Netherlands and has a strong international focus. Besides students and lecturers coming from all over the world, there are several possibilities for studying abroad. Cross-cultural team work is required in a lot of courses.
- The groups are small (40 students) and the lectures are often interactive.
- You will benefit from the department's strong links to industry. There are good in-company research thesis internships, often followed by excellent career opportunities.

Find more reasons to choose ICT in Business and the Public Sector at Leiden University.

# ICT in Business and the Public Sector: the right master's programme for you?

Are you interested in managing ICT in complex organisations, in an international context? Are you a team player who likes to cooperate with colleagues from different departments? Then ICT in Business and the

Public Sector is the right choice for you. Besides understanding of typical Business and organizational topics, this master's programme covers the interface between IT and Management. The programme offers two specialisations: ICT in Business and ICT in the Public Sector.

Read more about the entry requirements for ICT in Business and the Public Sector.

# Why Leiden University?

The ICT in Business and the Public Sector master's programme aims to provide a deeper understanding of the issues, challenges and opportunities of this subject. The programme focuses on management and alignment of ICT in a business and socio-technical context.

### Putting knowledge into practice: hands-on experience

By the nature of the programme, most of the courses involve practical business cases brought in by the external lecturers, both from industry as well as the public sector. In a number of courses, there are company visits or guest speakers. One course in specific, Capstone Cases, is centered on company visits. You will visit large companies, learn about their problem, and finally return to present your suggested solutions to the company stakeholders. For the ICT in the Public Sector students, similar visits to ministries will be arranged. Finally, the large majority of our students opt for an internship to inspire their thesis research.

#### **International focus**

The ICT in Business and the Public Sector programme has an international focus. It is of particular interest to participants wishing to pursue an international career involving both ICT and management. Besides students and lecturers coming from all over the world, there are several possibilities for studying abroad. Cross-cultural teamwork is required in a lot of courses.

### **Leiden Institute of Advanced Computer Sciences (LIACS)**

The master ICT in Business and the Public Sector is offered by the Leiden Institute of Advanced Computer Science (LIACS). The Institute has a strong tradition in combining a theoretical, experimental and applied approach to the field of expertise. This reflects in the research profile of the institute and the education programme it offers. LIACS has extensive international contacts and excellent connections with other Dutch university research groups, as well as with industry.

#### **Faculty of Science**

The Faculty of Science is a first-class research faculty with an excellent position in the basic disciplines of science. The current research and education programmes span the entire spectrum of science ranging from Mathematics and Statistical Science, Computer Science and Data Science, Astrophysics, Physics, Chemistry and Bio-Pharmaceutical Sciences to Biology and Environmental Sciences. Our science community is driven by their curiosity and desire to increase basic knowledge, for science and to contribute to the great societal challenges of today and tomorrow. Core values are scientific impact, technological innovation and relevance to society.

### Study at a world-class university

Leiden University is the oldest university in the Netherlands and enjoys an excellent worldwide reputation built up over more than four centuries. Since 1575 we've provided sound personal education for hundreds of thousands of students. We'll do our utmost to give you the best possible support. And if you can and want to do more, we'll challenge you every step of the way. For many years, we've been among the leaders in Dutch university rankings and we are currently to be found in a variety of top international rankings too.

More reasons to choose Leiden University

# **About the programme**

The MSc programme ICT in Business and the Public sector (120 EC) offers two specialisations that focus on either ICT and business or ICT and the Public Sector.

### **Programme overview**

The Master of Science in ICT and Business and Public Sector programme offers two specialisations:

- <u>ICT in Business</u>: The specialisation ICT in Business aims at providing you with a deeper understanding of the issues, challenges and opportunities engendered by the rapid changes in information and communication technology (ICT) and its applications to businesses over recent years.
- ICT in the Public Sector: During the MSc programme ICT in the Public Sector you will focus more on the governmental environment rather than a commercial one, concentrating less on issues that are typical of a commercial nature (such as marketing and finance) but paying attention to issues relevant in the public domain such as politico-administrative relations, European procurement and data-driven policy development.

Courses are given in Leiden and The Hague. We advise students to find housing in Leiden.

#### **Educational methods**

- Literature studies
- Individual papers
- Colloquia
- Presentations
- Interactive lectures
- Interactive team work
- Company visits
- Research Project

#### Study guidance

Because master students are already used to studying, we do expect responsibility for their own learning progress. But when students are facing issues that affect their studies, we are there to help and support. So in case of study delay, personal issues or just regular questions, students can contact the study advisor. Students can also call upon several university services for support.

Our staff is approachable. During the master thesis research project a student is supervised one-on-one. The overall thesis process is monitored in the Master Class.

# Extra-curricular

Are you interested in taking up an extra challenge during your master's programme? Have you thought about developing your personal leadership style or conduct your master's thesis within a company abroad?

#### **Master Honours Education**

Are you a curious and motivated master's student? The Honours Academy of Leiden University offers various kinds of extracurricular education, ranging from long-running programmes to short-term courses.

## Leiden Leadership Programme

Are you interested in a leadership challenge? Join the <u>Leiden Leadership Programme</u> (LLP). This one-year programme will equip you with the leadership knowledge, insights and skills you need to increase your societal impact. You further your personal development through trainings, seminars and a practical assignment within an organisation, in which you learn to cooperate intensively with other professionals. With the LLP, you earn 15 EC in addition to your regular master's degree.

#### **Master Honours Classes & Challenges**

Would you like to further develop your academic skills and societal awareness? Join one of our <u>Master Honours Classes & Challenges</u>. In a small-scale, interdisciplinary course, you will tackle a complex issue for society or for a specific partner organisation. You will learn about the latest scientific insights concerning the topic and cooperate in a practical setting, together with students from many different backgrounds. There are Master Honours Classes on offer for 5 or 10 EC.

#### Study abroad

The ICT in Business and the Public Sector programme has an international focus. It allows for studying abroad in Europe (e.g. Portugal, Belgium, Italy) and outside Europe (e.g. China, Australia, United States).

# Career prospects

With a master's degree in ICT in Business, job opportunities are excellent and diverse, ranging from consultancy to IT management and from entrepreneurship to PhD research. Our alumni have found jobs within Europe and outside, in industry, government and universities.

#### Acquired skills and competence

After graduating you will have excellent knowledge of fundamental Business understanding, ICT in complex organisations and scientific foundations. You will have developed skills and knowledge to contribute to IT strategies in large organisations and become the bridge between the general management and IT departments.

## **Jorge Osorio**

#### Alumnus



"During my master's in Leiden I developed a broad view of IT."

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#### Career

Graduates of our programme are particularly well qualified for a career path leading to Chief Information Officer in a large organisation. Graduates have found jobs in all kinds of organisations; profit, non-profit, governmental, within or outside Europe. A master's degree in ICT in Business is also an excellent preperation to start a PhD track. Quite some students decide to become an entrepreneur.

# Career preparation

Leiden University offers you several services related to career orientation and job application skills.

#### **Science Career Service**

Are you looking for career advice? Get in touch with our science career advisor. The Science Career Service supports students of the Science Faculty in their career orientation and making effective career decisions during their study. We offer services such as consultation hours, individual appointments with the career counselor and advice on your CV or motivation letter.

#### **Science Career Event**

Whether you are actively looking forward to meet interesting employers, or even if you have no idea what you career will look like yet, the Science Career Event gives you a chance to speak with a large number of employers. Every year the Science Career Event is organized by students of the Faculty of Science. During this event you can get your resume checked, participate in a workshop or speed date with a potential employer to discuss possibilities in the near future. The Science Career Event is the ideal day to orient yourself on career possibilities.

#### The Mentor Network

If you have questions about the job market, you can get in touch with Leiden alumni who are happy to offer their advice. On the Mentor Network platform you can view the profiles of around 650 alumni. Once you have found someone you would like to contact for advice, you can send him or her a request for assistance.

# Master's application and admission

Find out how to apply for ICT in Business and the Public Sector at Leiden University by following our stepby-step guide.

### Step-by-step guide

This guide clearly explains the steps you need to take to apply, and the subsequent admission process.

- Step 1: Check the admission requirements.
- Step 2: Check the application deadlines.
- Step 3: Collect the required documents.
- Step 4: Start your application.
- Step 5: Pay your tuition fees
- Step 6: Prepare for your studies at Leiden University

# **Admission requirements**

To be eligible for ICT in Business and the Public Sector at Leiden University, you must meet the following admission requirements.

### **Diploma Requirements**

You are eligible to apply if you have

• A bachelor's degree in Computer Science (Informatica) from any research university in the Netherlands.

OR

 A bachelor's degree in a Computer Science-related programme from a research university in the Netherlands, under the condition that you have accumulated at least 90 EC (or the equivalence thereof) in courses/projects belonging to the domain of Computer Science (including knowledge of mathematics, statistics, programming and software engineering skills).

The Board of Admissions will assess whether your degree and background are sufficiently related to the BSc degrees in Computer Science.

If you have a bachelor's degree that does *not* meet the requirements specified above, you may be eligible for an individual <u>Pre-Master's Programme</u> tailored to your individual background. A lack of (Python) programming and Software Engineering skills will need to be addressed in the Pre-Master's Programme. If

you have successfully met the requirements of the imposed, you will be admitted to the master's programme.

For more information, please contact the ICT in Business and the Public Sector study advisor.

If you have a degree in Dutch higher vocational education (hbo) in a Computer Science- or Business Information Science-related programme, you are eligible to apply under the condition that you

- have obtained your diploma within a maximum of five years, and
- have an average final grade of at least 7.5

The Board of Admissions will assess whether your degree and background are sufficiently related to the BSc degrees in Computer Science and whether you meet the additional requirements.

If you have a bachelor's degree that does *not* meet the requirements specified above, you may be eligible for an individual <u>Pre-Master's Programme</u> tailored to your individual background. A lack of (Python) programming and Software Engineering skills will need to be addressed in the Pre-Master's Programme. If you have successfully met the requirements of the imposed, you will be admitted to the master's programme.

For more information, please contact the ICT in Business and the Public Sector study advisor.

If you have a bachelor's degree in Computer Science or in a Computer Science-related programme from a foreign research university with a level similar to Dutch universities, you are eligible to apply under the condition that you have accumulated at least 90 EC (or the equivalence thereof) in courses/projects belonging to the domain of Computer Science (including knowledge of mathematics, statistics, programming and software engineering skills).

The Board of Admissions will assess whether your degree and background are sufficiently related to the Dutch BSc degrees in Computer Science and whether you meet the additional requirements.

If you have a bachelor's degree that does *not* meet the requirements specified above, you may be eligible for an individual <u>Pre-Master's Programme</u> tailored to your individual background. A lack of (Python) programming and Software Engineering skills will need to be addressed in the Pre-Master's Programme. If you have successfully met the requirements of the imposed, you will be admitted to the master's programme.

For more information, please contact the ICT in Business and the Public Sector study advisor.

#### Language requirements

In order to successfully participate in this programme, you must be proficient in English. The following requirements apply\*:

• IELTS: minimum 6.5, with a minimum of 6.0 for each of the components Listening, Reading, Writing and Speaking

• TOEFL: internet based 90, with a minimum of 20 for each of the components Listening, Reading, Writing and Speaking

The test result may not be older than two years at the time of enrolment for the programme. Please read the following <u>document</u> <u>carefully</u> for detailed information about which English qualifications are accepted, as well as the relevant exemption criteria.

\*Please note: You do **not** have to submit proof of proficiency if you have

- An International Baccalaureate diploma from a programme taught in English (or an IB diploma with "English A");
- A diploma of secondary or higher education completed in Australia, Canada (with the exception of French-language programmes in Canada), Ireland, Malta, New Zealand, Singapore, the United Kingdom, the United States or South Africa;
- A diploma of an English-taught university degree programme completed at a Dutch research university;
- A Dutch pre-university education (vwo) diploma.

The following requirements apply:

- <u>IELTS</u> Academic modules only, on paper or on computer: 6.5 overall, with at least 6.0 for each separate component score.
  - We do **not** accept <u>IELTS Academic online</u>.
  - We do **not** accept IELTS General Training or IELTS Indicator.
- TOEFL internet based: 90 overall, with at least 20 for each separate component.
  - We are **not** able to accept The TOEFL IBT Home Edition<sup>TM</sup>, except in the following situations only:
    - You took the test before 1 Sept 2022 (and it is not more than 2 years old), or you are unable to take an in-person test on location because test centres are inaccessible or closed due to unsafe conditions in a country.
  - We do **not** accept the following types of test: TOEFL My Best<sup>TM</sup> scores (multiple test scores combined), TOEFL Essentials<sup>TM</sup> or institutional tests such as ITP.
- <u>Cambridge English Exam</u> C2 Proficiency, or C1 Advanced (180), with a minimum score of 169 for each separate component.

Note that English test results may **not** be more than two years old.

You do not have to submit an English proficiency test if you have completed your education in the USA, UK, Ireland, New Zealand, Australia, Canada (except French-taught programmes in Canada) Singapore, South-Africa or Malta; or if you have obtained an English-taught International Baccalaureate<sup>TM</sup>; or if you have completed a Dutch VWO diploma or an English-taught bachelor at a Dutch research university.

For detailed information, including exemption criteria and methods of submission, refer to <u>English language proficiency</u>.

We expect students to bring a regular laptop running Windows (or running Linux for certain study programmes – check your course information). MacOS may in most cases also suffice (with Parallels for Windows installed), but not all specialized applications may be supported, and less support may be available.

- Windows 11 compatible 64-bits (or Linux for some study programmes)
- Processor/CPU modern, medium range
- Memory/RAM 8 GB, if possible 16 GB
- Storage 512 GB, if possible 1 TB

We expect students to bring a regular laptop running Windows (or running Linux for certain study programmes – check your course information). MacOS may in most cases also suffice (with Parallels for Windows installed), but not all specialized applications may be supported, and less support may be available.

- Windows 11 compatible 64-bits (or Linux for some study programmes)
- Processor/CPU modern, medium range
- Memory/RAM 8 GB, if possible 16 GB
- Storage 512 GB, if possible 1 TB

>> Go to the next step: Check the application deadlines

# **Application deadlines**

# **Application deadlines**

- If you need a visa or residence permit, you must apply for admission before **1 April**. The same deadline applies to students who already have a Dutch residence permit for study purposes and need to extend it.
- If you do not need a visa or residence permit, you must apply for admission before 15 May.
- If you need a visa or residence permit, you must apply for admission before **15 October**.
- If you do not need a visa or residence permit, you must apply for admission before **15 November**.

# Apply early!

If you do not have a Dutch diploma that grants direct admission or you need to meet additional admission criteria, you'll have to complete a two-part application procedure:

- First register your application(s) in the national system Studielink.
- A day later you will receive log-in details for Leiden University's application system (uSis), where you can complete your application.

You must submit your application via Leiden University's application system (uSis), before the deadlines mentioned above. So don't delay; if you haven't registered in Studielink and activated your uSis account in time to apply by the deadline, you'll miss out!

#### Other deadlines

Leiden University reserves a limited number of rooms each year for international students. However, as the number of housing requests always greatly exceeds the number of rooms available, we strongly recommend that you also look into other housing options at the same time. Read more about how and when to arrange housing. If you want to request accommodation via Leiden University, submit both your application for admission and your housing request well before the deadlines! Accommodation is offered on a first-come first-served basis and is not guaranteed. You don't have to await admission before requesting housing.

If you want to apply for a scholarship, grant or loan, please bear in mind that different deadlines apply, and these deadlines can often be earlier. Deadlines vary per scholarship. Visit the <u>scholarship website</u> for more details.

>> Go to the next step: Collect the required documents

# **Required documents**

When you apply for admission, you'll be asked to submit several documents.

Note: If you have a Dutch diploma that grants direct admission, you will generally *not* be asked to submit additional documents.

### **Required application documents**

You'll need to submit the following documents:

Please upload a copy of the page(s) in your passport containing your personal details and photograph. If you are from the EU/EEA, you can submit a copy of your identity card instead. Please upload copies of both sides.

If you are a non-EU/EEA national already living in the Netherlands, upload copies of both sides of your Dutch residence permit.

Your CV (curriculum vitae) must be written in English and should contain your basic personal data, as well as a clear overview of your educational and professional history to date.

You can apply for admission before receiving the results of your English language test. However, a sufficient result will then be a condition of your eventual admission. Of course, if you already have your English language test results, you can upload them directly.

• Digital copies of diplomas and transcripts are initially required. Once you have been admitted, we will inform you how to submit certified copies.

- The documents must be in the original language. If they are not in English, Dutch, German or French, they must be accompanied by official translations into one of these languages.
- If you have not yet completed your current programme, state your expected graduation date and submit copies of all transcripts obtained to date plus a list of subjects still to be completed.

#### Additional documents for this programme:

In this letter you are asked to explain in writing that you possess the same level of knowledge, understanding and skills as applicants who are holding a Bachelor's degree in Computer Science (Informatica) or a Computer Science-related programme from a research university in the Netherlands and that you have accumulated at least 90 EC (or the equivalence thereof) in courses/projects belonging to the domain of Computer Science (including knowledge of mathematics, statistics, programming and software engineering skills).

Please note that if you would like to apply for a **scholarship** with this programme, you may need to upload additional documents with your application. Please inform yourself <u>here</u>.

>> Go to the next step: Step 4: Start your application

# **Application procedure**

The application procedure is broken down into three parts.

#### Part 1. Application in Studielink

All students applying for a degree programme at Leiden University must start the application process in Studielink, the national online registration system for students wishing to follow a degree programme at a Dutch university. Studielink is open for applications from 1 October in the year preceding the academic year in which you wish to start.

- 1. Go to <u>Studielink</u> and enter your details according to the instructions provided. For this step you will need:
  - a copy of your valid passport or European ID card, or
  - if you are a Dutch resident, your <u>DigiD</u>

Be aware! If you wish to apply for a specialisation of a master's programme: first select the master's programme in Studielink, then select the specialisation for which you wish to apply in Step 4 (Institutional Questions) in Studielink.

- 2. Within two days you will receive:
  - an email with information on the next steps you'll need to take;
  - your university ULCN student account details (unless, of course, you already have a ULCN account)
  - the link to Leiden University's online application portal (uSis)

After receiving your ULCN student account details, log into Leiden University's online application portal (uSis), using the link provided. Here you can view the status of your application, which will be one of two possibilities.

#### 1. You can be directly admitted

If your (Dutch) diploma grants you direct admission, Leiden University's online application portal (uSis) will let you know. The portal provides an overview of what you have to do to complete your application, for example arranging housing, scholarships, applying for a visa/residence permit and insurances. Please follow the instructions carefully and proceed to step 3 Student registration.

#### 2. You cannot be directly admitted: additional action is required

If you do not have a (Dutch) diploma that grants you direct admission, we will require additional documents to allow us to decide about your application. The online application portal (uSis) will tell you this and explain how to do so. See also Part 2: Admission to Leiden University.

### Part 2. Admission to Leiden University

If you cannot be directly admitted, you must apply for admission via Leiden University's online application portal (uSis). Please follow all steps below.

In our online application portal (uSis) you can finalise your application by uploading the necessary documents and answering a few questions. This portal provides an overview of what you need to do to complete your admission application. Please follow the instructions carefully and make sure to include all the items that are asked for. We strongly recommend that you complete your application well in advance of the application deadline.

All applicants with an international degree must pay a **non-refundable** €100 application fee, which entitles you to apply for up to three programmes/specialisations in the same academic year. We cannot start processing your application until we receive this application fee, so please pay it as soon as possible. The online application system explains how you can pay it.

#### Can I be exempted from paying the application fee?

You do *not* have to pay the application fee if:

- You are following, or have completed, a bachelor's degree at a Dutch university (of applied sciences).
- You have previously registered as an exchange, bachelor's, master's or pre-master's student at Leiden University.
- You have previously been admitted to **the same** degree programme at Leiden University, but you decided to postpone your studies. This does *not* apply if you are applying for a different study programme or specialisation.
- You have refugee status in the Netherlands (with a residence permit for asylum).

Exemptions cannot be granted for any other reasons.

After you have submitted your application, the online application portal (uSis) will, if applicable, ask you if you want to apply for student housing, a visa/residence permit or a scholarship. Be sure to make a careful note of the relevant deadlines for these options.

After receiving your application fee payment (if applicable), the Admissions Office will check whether all the necessary documents have been uploaded and they will inform you by email whether any further items are required. The Board of Admissions of the faculty will then:

- decide whether you meet the admission requirements for the programme;
- strive to issue a decision on your completed application within four to six weeks of the University receiving it.

Once a decision has been reached you will be informed by email. You can view your admission status in the online application portal (uSis).

There are three possible outcomes:

#### 1. You are admitted

You have met all conditions for admission.

#### 2. You are conditionally admitted

You will be admitted, provided that you meet certain conditions. These conditions will be specified in the online application portal (uSis).

#### 3. You are not admitted

The reason(s) for non-admission will be clearly stated in the online application portal (uSis). If you are informed that you have been (conditionally) admitted, you will have to take a number of additional steps.

If you are (conditionally) admitted, the Admissions Office will ask you to confirm whether you will join the study programme. You can do so in the online application portal (uSis).

- 1. Go to 'Application study programme' in the online application portal (uSis).
- 2. Open the 'Confirm' screen. Here you will see three options:
  - Yes, I want to study at Leiden University.
  - No, I no longer wish to study at Leiden University and hereby withdraw my application.
  - Maybe later; I do not wish to start this semester/academic year. I would like to receive further instructions by email.

#### The sooner the better

Confirm attendance as soon as possible, to avoid missing other important deadlines and information about your study programme.

#### **Changing your mind**

You can still change your mind if necessary, either in uSis or by contacting the Admissions Office <u>master</u> team.

#### **Deadline final decision**

Do you need a student visa or residence permit? You can only request one after confirming attendance. So make sure to confirm attendance before the <u>visa/residence permit deadline</u>.

If you don't need a visa or residence permit, the latest deadline for confirming attendance is before the start date of your study programme.

### Part 3. Student registration

If you've been (conditionally) admitted, follow these steps to register as a student at Leiden University:

Check in the online application portal (uSis) whether you need to submit any documents to meet the conditions of your admission. Instructions on how to do so will be provided in uSis.

Arrange the payment of your <u>tuition fee</u> before the official start date of your programme. You will receive instructions and information on the available payment methods by email.

If you are an international student, go to the <u>Prepare your stay</u> page of our website for information about the practical matters you should take care of before and upon arrival. These include, for example, arranging housing, scholarships, applying for a visa/residence permit and insurances.

>> Go to the next step. Step 5: Pay your tuition fees

# Pre-master's

If you are keen on pursuing a MSc degree in ICT in Business and the Public Sector but you do not meet the admission requirements, a pre-MSc programme may be the right option.

A pre-MSc programme is designed to remedy deficiencies of a computer science related BSc degree. It consists of maximally 30EC, is tailored to your background, and is agreed with the study advisor. It will cover and strengthen any missing topics from the required BSc Computer Science courses.

In order to be considered for a pre-MSc, you should apply for a MSc degree and explain in your cover (motivation) letter that you wish to be considered for admission to the MSc after completing a pre-MSc programme. You should provide a list of computer science-related courses that you have completed as part of your BSc degree, including the number of ECs awarded for those courses, and preferably a link to the course descriptions. The Board of Admissions will evaluate your application and –if appropriate- will accord a pre-Master programme or contact you for further information.

# **Tuition fees**

Your tuition fee depends on a number of factors, such as your nationality and your previous Dutch higher-education qualifications.

The tuition fees for the academic year 2023-2024 are:

- Dutch, EU/EEA, Swiss and Surinamese students: €2,314\* per year
- Non-EU/EEA students €19,600per year
- Second Dutch master's programme: €15,400 per year

The tuition fees for the academic year 2024-2025 are:

- Dutch, EU/EEA, Swiss and Surinamese students: €2,530 per year
- Non-EU/EEA students €21,200 per year
- Second Dutch master's programme: €16,300 per year

#### More information about tuition fees

The tuition fee for this programme is €2,314 for the academic year 2023-2024 (statutory fee). The tuition fee for this programme is €2,530 for the academic year 2024-2025 (statutory fee).

This tuition fee applies if this is your first master's programme and you are a national of one of the following countries:

Austria	Latvia
Belgium	Liechtenstein
Bulgaria	Lithuania
Croatia	Luxembourg
Cyprus	Malta
Czech Republic	Norway
Denmark	Poland
Estonia	Portugal

Finland	Romania
France	Slovakia
Germany	Slovenia
Greece	Spain
Hungary	Suriname
Iceland	Sweden
Ireland	Switzerland
Italy	

The fee applies for both full-time and part-time study.

The tuition fee for this programme is €19,600 for the academic year 2023-2024 (institutional tuition fee).

The tuition fee for this programme is €21,200 for the academic year 2024-2025 (institutional tuition fee).

If you are not a national of an EEA country, Suriname or Switzerland, generally speaking you will have to pay an institutional tuition fee. This fee applies for both full-time and part-time study.

However, if, on the basis of your Dutch residence permit, you are eligible for student finance from the Dutch education agency (DUO) you are entitled to pay the statutory tuition fee. Information on qualifying residence permits can be found in the <u>DUO nationality chart.</u>

Please note! If you will be studying at Leiden University via a cooperation agreement, the fees quoted in the agreement will apply.

Only applicable to EU/EEA, Swiss and Surinamese nationals.

The tuition fee for this programme is €15,400 for the academic year 2023-2024 (institutional tuition fee).

The tuition fee for this programme is €16,300 for the academic year 2024-2025 (institutional tuition fee).

If you are following a second Dutch master's programme you will generally have to pay an institutional tuition fee that is higher than the statutory tuition fee. Some exceptions apply.

Consult the <u>tuition fee flowchart for second master's programmes</u> to find out how much tuition fee you will have to pay.

#### Less than 45 EC

If you are going to follow a pre-master's or conversion programme after completing a bachelor's programme, and if the programme is less than 45 ECs, you will have to pay €39 per study credit (EC).

#### 45 EC or more

For programmes of more than 45 ECs you will have to pay the statutory tuition fee. If the pre-master's or conversion programme is more than 60 ECs – and therefore longer than one year - or if you are going to follow courses that are not part of your conversion programme, you will have to pay the institutional tuition fee for the programme in question (see second study programme). These fees apply to students of all nationalities.

#### Scholarships, grants and loans

Leiden University offers a wide range of scholarships for students from specific regions of the world, or for specific programmes. Leiden University also offers the Leiden University Excellence Scholarship (LExS), a programme specifically designed for non-EU/EEA students enrolling in a master's programme. Find out more about scholarships, grants, loans and deadlines

If you are an EU/EEA or Swiss national and under 30, you may be eligible for a <u>loan from the Dutch</u> government to cover your tuition fees.

>> Go to the next step. Step 6: Prepare for your studies at Leiden University

# Prepare for your studies

You've been accepted! Leiden University looks forward to welcoming you as a new student. Your next step is to prepare for your studies. Below you can find some tips to help you get a head start as you embark on your studies at Leiden University.

#### For international students

If you are an international student, a wealth of information can be found on the 'Prepare your stay' page of our website. This includes information about visas, housing, financial matters, what to arrange upon arrival, and much more.

#### For Dutch students

- The 'student website' page on Leiden University's student website contains information about practical aspects, introduction weeks and student associations. It's also a handy source of study-related information and advice.
- For detailed information about courses, schedules and reading materials, check out the <u>Prospectus.</u>

Sign up for the introduction week in <u>Leiden (OWL)</u> or <u>The Hague (HOP)</u>! It's the best way to get acquainted with student life and the student cities of Leiden and The Hague.

Your student card is your proof of registration as a student of Leiden University. You can find your digital student card in the Leiden University app three days after your student registration is finalised. Read more about your student card <a href="here">here</a>.

As soon as you receive notification that your student registration has been finalised you should apply for a Leiden University ID card, or LU-Card. It also serves as your library card, print & copy card and access pass. Read more about applying for an LU-card <a href="here.">here.</a>

# Student life

Your time at Leiden is about more than just studying. Some of your best experiences will stem from being a part of our lively and diverse student community, as well as from life in the beautiful city of Leiden.

#### Life in Leiden

Quaint, picturesque and the perfect size, Leiden is an idyllic place to spend your university days. You will soon become familiar with the dozens of cafes, shops and bars that line the leafy canals, as well as its year-round line-up of cultural events. For visits further afield, the major cities of The Hague and Amsterdam are a short train ride away, along with Schiphol Airport, which is just half an hour away by train.

Within the university's student community, our study and student associations organise a huge variety of social, cultural, and study events to keep you busy all year round. You can also join the University Sports Centre, which offers scheduled group sports and fitness classes amongst other activities.

# Welcome and orientation programme

In August and February each year, Leiden University hosts the English-language Orientation Week Leiden (OWL), which welcomes both international and Dutch students. The OWL is an excellent way to get to know Leiden University, the city and to meet other students.



New to the city and the university? Take part in the best introduction to the city, the university and your faculty: The OWL! Enjoy this week of fun, music, culture, sports, games and making new friends. It will be an unforgettable start of your studies!



Our Hortus botanicus is a place where science is conducted, but it is equally popular for studying or relaxing. Come visit it!



Leiden is a lively, compact and safe city which is appreciated by national and international students alike. Everything is in reach within a 15 minutes bicycle ride.



The city is located centrally between Netherland's biggest cities like Amsterdam, The Hague, Utrecht and Rotterdam, all easily reached by public transport.



Enjoy strolling through the narrow cobbled streets and become familiar with the dozens of cafes, shops and bars that line the leafy canals.

#### De Leidsche Flesch

De Leidsche Flesch is the study association of the studies Computer Science, Physics, Astronomy and Mathematics. The main goals of the De Leidsche Flesch are to contribute to the interaction between its members and the scientific community and to contribute to the interaction between its members themselves. They organize a wide range of activities, like (lunch) lectures, excursions and study trips. They also try to acquaint you with job opportunities for after completing your study.

## **Science Buddy Programme**

The Science master's Buddy Programme has been set up by the Faculty of Science to help all international students who are new to the university to integrate quickly and easily into university life. Through the programme you will learn everything you need to know about the university, the student community, and the practical side of life in Leiden. Your buddy is your first connection in the Netherlands and can help you to find your way around. A few weeks before the start of your studies, you will get an invitation for the programme. After signing up, you will be matched to a student preferably from your own study programme.

# **Information activities**

Get to know us through our online and in-person events for prospective students!



Student with laptop

Are you thinking about joining this Master's programme, and want to determine if it will be the right fit for you? Below, you can browse the events that we have coming up, and sign up to experience Leiden University and the programme for yourself. Alternatively, take a look at the Master Talks videos to find out more about the programme or check out our virtual campus tours!

### Master Talks: Programme videos

On the <u>Master Talks: programme videos platform</u> you can find videos for each master's programme. This includes a video which gives a short introduction to the programme and after the Master's Online Open Days you will also be able to watch a recording of the programme presentation on the platform.

#### **Upcoming events**

#### Master's Online Open Days Autumn 2024

The annual Master's Online Open Days in autumn are your opportunity to learn everything you need to know about our master's programmes and how they can help you reach your goals. Attend talkshows or student presentations, meet our lecturers, learn about the careers of our graduates and hear first-hand the experiences of students and graduates on life at Leiden University.

### On Campus Master's Open Day Spring 2025

The **On Campus Master's Open Day** is your opportunity to learn everything you need to know about our master's programmes and how they can help you reach your goals. Attend **talkshows or student presentations**, meet our lecturers, learn about the careers of our graduates and hear first-hand the experiences of current students and graduates on life at Leiden University. Experience the atmosphere of our campus and ask all your questions at our **information market!** Some programmes also offer additional tours.

Sign up for the next Master's Open Day here!

#### Get to know the campus

Check out our virtual campus tours, filmed in 360 degrees – by dragging the video, you can look around at the surroundings yourself. Below is the video recorded at the Science faculty, where most of your lectures will take place; you can also view other 360 campus tours of the various university faculties <a href="here">here</a>.

#### 360 Campus tour: the Science faculty

Due to the selected cookie settings, we cannot show this video here.

Watch the video on the original website or Accept cookies

# **Contact**

Do you have any questions about the master's programme ICT in Business and the Public Sector? Please contact us.

#### Contact the programme

The Admissions Office is in charge of the overall admissions process and has the answers on questions about visa, scholarships, housing, etc. Contact the programme coordinator/study advisor for more information about the ICT in Business and the Public Sector programme itself.

Programme Coordinator / Study advisor

Kirsten Zwaan

E-mail: ictinbusiness@liacs.leidenuniv.nl

Phone: +31 71 527 5298

Do you have questions about studying at Leiden University?

Do you want to know more about one or more programmes or about our information activities? The StudyLine is a source of information for students and is staffed by students. You can contact them by  $\underline{\text{mail}}$  or by phone on +31 (0)71 527 11 11 on working days between 9.00 am and 17.00 pm.

Do you have questions on your admission and application? For questions about your admission and application, you can contact the Student Information Centre. You can contact them by telephone on +31 (0)71 527 80 11 (daily between 11:00 am and 16:00 pm) or ask your question in the online contact form.