

**Arrangements and provisions  
relating to elite sports policy  
Information for students**

Authors: Lenneke de Jeu-Stel and Brigitte  
van Barneveld, HU Elite Sports Coordinators

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## 1 Introduction

How nice that you are interested in the elite sports policy. This document has been written for the students.

The University of Applied Sciences Utrecht (HU) aims to promote quality in education and training, to educate talented students and to enable them to achieve their potential. Elite sports athletes are a special group in this context. They are role models in sport for young people, adults and fellow students. They encourage people to exercise, to play sports and to achieve results. Elite sports student also stand for values such as striving for excellence, result-orientation and entrepreneurship.

HU is an institution that supports elite sports athletes. However, it is not an elite sports university that can offer fully customised services. Supporting elite sports students is improving, but requires a lot of communication from you as a elite sports student.

### 1.1 History of HU elite sports policy

Since 1984, HU has been facilitating elite sports students by supporting and advising on the coordination between the elite sports scheme and study programmes. Initially, this only concerned Physiotherapy students. In 1998, the HU Executive Board (CvB) signed the policy document to facilitate elite sports students HU wide. Subsequently, on 30 September 2013, the HU, together with 12 universities, 13 colleges, the Ministry of Education, Culture and Science and NOC\*NSF, signed the [Action Plan Flexible Education and Elite Sports \(FLOT\)](#). Effort obligations were agreed upon with regard to the facilities that should be present within these institutions in order to optimally facilitate elite sports athletes in their study objectives. Part of this is the appointment of an elite sports coordinator for each institution. Another component is that it is desirable for elite sports to form part of the education and examination regulations (OER) of the educational institution. Elite sports has been included in the [OER](#) since the 2017-2018 academic year (Chapter 5.4 2023-2024), in the Profiling Fund since 2018, you can apply for an honors certificate (by reflecting on you enhanced planning,- organizational and communication skills) and a certificate for the dual career Elite Sports and study programme since 2020, and since 2022, e-sportsmen with a contract with a professional elite sports organisation can also apply for HU elite sports status. So you see that the elite sports policy is embedded in our regulations. Could you be one of our elite sports athletes? Find out if you are eligible and what it could mean for you.

### 1.2 Current practice

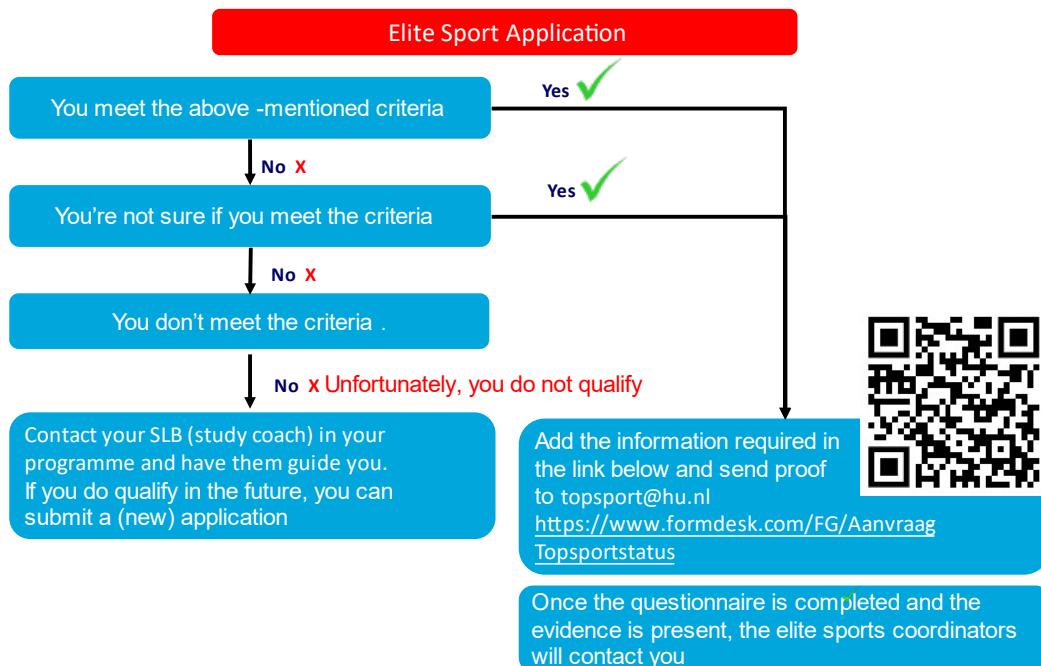
The elite sports coordinators provide information to potential elite sports students and their supervisors, conduct intake interviews and then, in cooperation with the student counsellors (decanen), study career coaches (SLB-ers) and learning team coaches, provide personal guidance and advice. The formal elite sports status is a prerequisite for support and advice. Many elite sports students find their way to HU. In the last three years, the number of students has fluctuated between 90-130. The elite sports coordinators of the HU are Lenneke de Jeu and Brigitte van Barneveld. Lenneke has been working in this position since September 2014 and Brigitte since 2021. You can reach them both most easily via the email address [topsport@hu.nl](mailto:topsport@hu.nl).

### 1.3 Objectives of HU elite sports policy

The objective of the elite sports policy is to facilitate the combination of study and elite sports for students at HU who have been identified as elite sports athlete students, where possible and within reasonable limits. The right to facilitation cannot lead to the obligation of the study programme to do the impossible. But we can look together at the possibilities that do exist.

## 2 Obtaining an Elite Sports Status and the criteria

### 2.1 Obtaining an Elite Sports Status



- You apply to the elite sports coordinators via referral from a dean (decaan), study career counsellor (SLB-er), teacher, learning team coach (leerteambegeleider) or on your own initiative
- You send an email to [topsport@hu.nl](mailto:topsport@hu.nl) and complete the questionnaire: <https://www.formdesk.com/FG/Obtaining-an-Elite-Sports-Status>
- You provide the requested evidence to [topsport@hu.nl](mailto:topsport@hu.nl) (for criteria see 2.2 below).
- The elite sports coordinators will review your information and arrange an intake (1/2 hour)
- after which the Elite Sports Committee will decide whether or not you will get the Elite Sports Status. The Elite Sports Committee consists of the two elite sports coordinators and the manager Student Participation in Decision-Making and Advice, Department of Education, Research and Student Affairs.
- The elite sports coordinators inform the dean and you about the Elite Sports Status by email with the Elite Sports Status as an appendix.
- Elite sports status is valid for one academic year and has to be re-established at the end of each academic year by sending new evidence to [topsport@hu.nl](mailto:topsport@hu.nl), demonstrating compliance with the criteria mentioned below (2.2).
- It is our wish that you share your progress and agreements with the every block. This can be done by e-mail or a meeting with the elite sports coordinators.
- The regular student counselling is done by the study career counsellor (SLBer) and/or learning team coach. The guidance provided by the elite sports coordinators is based on a demand-driven system. This means that it is mainly you who determines the frequency of contact. If you want to make use of facilities, you are obliged to seek frequent contact. No facilities can be given afterwards.

## 2.2 Elite Sports Status criteria

HU uses the same classification for elite sports athletes as [NOC\\*NSF](#). The NOC\*NSF determines the statuses of elite sports athletes and records these in the NOC\*NSF portal. If the athlete gives permission to NOC\*NSF, it is also visible for educational institutions. The following 4 possible Elite Sports statuses are recorded:

- [A-status](#),
- [HP-status](#) (high potential),
- [Selection status](#) and
- [Bonds status](#).

Considering age, training background and performance development, NOC\*NSF awards various talent statuses:

- NT (National talent),
- IT (International talent) and
- B (Beloofte, means Promising talent)

For more information, please visit <https://www.sportutrecht.nl/noc-nsf-status/>.

Within HU, these statuses will automatically receive Top Sports Status after registration.

HU takes over the statuses from the Olympic Network Midden Nederland. This is a combination of the NOC\*NSF, VSU Topsport and Sport Service Provincie Utrecht.

The awarding of elite Sports Status at HU is broader than the NOC\*NSF status policy, but is in accordance with national guidelines with the aim of linking up as much as possible with the [FLOT action plan](#).

This means that you will get an elite sports status if you:

- practice your sport at the highest levels, such as participation in European (youth) championships (E(J)Cs), World (youth) championships (W(J)Cs) and Olympic Games.
- are a member of a National Top Sports Center (NTC), a Center for Top Sports and Education (CTO),
- perform at national level,
- sport in the Dutch Juniors
- are considered an up-and-coming talent,
- have a ranking on stage 1-8 at the Dutch Championship for sports on the list of [Elite and International Competitive Sports Disciplines](#) of NOC\*NSF.
- have a medal at the Dutch Championship (DC) or participation in European Championship (EC) / World Championship (WC) for other sports that are not on the above list. You have to submit the results or an invitation by e-mail as proof of this.
- play in a team (such as volleyball, hockey, water polo, handball and korfbal); you play with your team at the highest national level **and** this team is active in **Europe**. (These are the clubs that are at the top of the national league stage 1-8). You need a letter from the club as proof of status. If there is any doubt about this, the League will be asked.
- play professional football in the Netherlands and you are on the BVO (professional football organization) talent status list. Please contact the KNVB for this. The national training centers are on this list.
- cycle and meet: [Talent profiles & talent status KNWU](#) or have KNWU or NOC NSF status or are a member of a Continental team or have finished in the first 8 at the NK or NJK (HollandCup.). If this is not (yet) the case, you can qualify by receiving a letter from the KNWU. You do this by providing the correct information to the KNWU:
  - o document with general information
  - o document with competition results over the past 2 years
  - o document with test data (VO2max and wattages)
  - o document with power values (10 sec, 30 sec, 1 min, 3 min, 5 min, 12-20 min)
  - o recommendation from the club trainer
  - o recommendation from the regional coach/STDC person
  - o reason for the request for which the status is used.
- are an e-sporter with a contract with a professional top sports organisation (like FC Utrecht)

- play for a national team other than the Netherlands
- play for another federation than NOC\*NSF, also supported with statuses at the same level (seen in motocross and cycling, for example)
- sport in a discipline on the list of [Elite and International Competitive Sports Disciplines](#) competing for the Dutch Team
- sport in non-recognised sports, but only if the opposite gender in this discipline is listed in the [Elite and International Competitive Sports Disciplines](#) list. We don't want to distinct between male, female or gender neutral athletes
- always had a status at younger age, the HU will give you 1 school year to join the selection for the seniors as well
- had a long-term injury and have lost your status as a result, the HU will give you one academic year to come back to your old level. This requires a letter from the treating (sports) physician
- in other cases to be determined by the elite sports coordinator(s).

The applications are examined per student. Based on the criteria, the student may or may not receive top sports status.

### 3 Facilities

The facilities on which the top athlete can call consist of:

- 1) Counselling by the elite sports coordinators;
- 2) Flexible educational possibilities, as far as these can be realised within the study programme;
- 3) Financial support in case of special expenses.

These facilities are explained below.

#### 3.1 Coaching by the Elite Sport Coordinators

The HU elite sports coordinators work closely with the study career counsellors (SLB-ers), learning team coaches and deans (decanen). The elite sports coordinators are familiar with all the possible facilities that can be applied for, but they are not aware of all the contents of the various programmes. Good cooperation is therefore essential. Guidance from the elite sports coordinators is demand-driven, to encourage you to function as independently as possible. In practice, the elite sports coordinators brainstorm on the background and advise you and/or SLB-er and/or your learning teams coach. As mentioned earlier, it is our wish that you share your progress and agreements each block. You can do this by e-mail or a meeting with the elite sports coordinators. Your SLB-er or learning team coach does the regular student counselling at the educational level.

#### 3.2 Possible flexible education options

Arrangements for flexible educational opportunities are intended to limit the delay in studies as a result of practising elite sport as much as possible. Each programme management looks at what can be organised. You, as a student, are not entitled to these arrangements. Make sure you receive written support from your study career counsellor (SLB-er) and/or learning team coach and/or Elite Sports coordinators and make sure you have evidence ready as to why you need this arrangement (proof of competitions, international training camp, trainer's statement, etc.).

#### Concrete proposals:

- **Participation in other classes**, request to lecturers and SLB-ers/learning team coach  
If you cannot be present at the class due to elite sports commitments, you have the possibility to ask the lecturers of other classes whether you can attend the relevant class with them. When in doubt whether this should be granted, the SLB-ers and/or the elite sports coordinators can be contacted for advice. At certain institutes, the coordinators of a subject are responsible for these kinds of decisions.
- **Examination regulation rescheduling examination** by request to the Examination Board.  
If the first or second chance of an assessment/examination cannot be used because of a competition, selection training or training placement abroad at the same time, you may request an extra chance with the examination committee. The Examination Board will ensure that the opportunity is offered within a reasonable period of time. In your request, indicate which time period is desirable for you.  
If the extra opportunity can be organised, it will be scheduled by the Assessment Organisation or the examiners by order of the Examination Board. You are obliged to confirm this offer by e-mail.  
The facilitation cannot lead to the educational management being obliged to do the impossible. A helpful document with tips is available (to be requested from the elite sports coordinators) on how to submit such a request to the Examination Board. the elite sports coordinators must support your request. Our support email is a mandatory attachment to the request.
- **Postponement of the deadline for handing in a report or other product** by request to the course coordinator or, if applicable, the lecturer responsible for the product.  
If the deadline for the test (handing in the report) cannot be met, you may request a postponement of the deadline. You do this request well in advance and propose a new hand-in date.

Option 1: the newly proposed deadline will be within 2 weeks after the original test (submission) date, the teacher can still enter your grade in Osiris. Then a request to the course coordinator is often sufficient.

Option 2: The new proposed deadline is AFTER the teacher marking time. This means that the deadline falls in a different block/period of testing time. The application must then be submitted via the Examination Board.

In both cases, the elite sports coordinators must support your request. Our support email is a mandatory attachment to the request.

A helpful document with tips is available for this (see above under rescheduling examination).

- **Replacement practicals** by request to the Examination Board.  
If the dates for practicals overlap with your competitions and/or training stage abroad, the examination board may decide that you will be offered a separate practical or alternative assignment at a different time. Initially, we will check whether you can participate with another class.  
The facilitation cannot lead to the training being forced to do the impossible.  
A helpful document with tips is available for this and our support email is a mandatory attachment to the request. (see above under rescheduling examination).
- **Adjusted obligation to attend** by request to the Examination Board.  
If a programme requires an obligation to attend for a certain course or subject, the Examination Board can assign an adjusted norm. It is then checked whether the student has achieved the competency. This is also known as competency-based testing instead of attendance-based testing. The first preference is that the student joins other classes and thus fulfils his/her obligation to attend. If the competency cannot be tested in this way, this possibility is dropped.  
A helpful document with tips is available for this (see above under rescheduling examination) and our support email is a mandatory attachment to the request.
- **Individualisation of project/report**, by request to the course coordinator and/or Examination Board.  
When a project group cannot perform as expected due to your absence, it can be considered to do (part of) the project on your own. The coordinator of the course will give permission or positive support to a request to the Examination Board.  
The facilitation cannot lead to the educational management being forced to do the impossible.  
A helpful document with tips is available for this (see above under rescheduling examination).
- **Adjusted internship period** by request to the work placement coordinator.  
If you are unable to meet the internship hours' standard due to your elite sport obligations, you seek for a solution together with the work placement coach, the workplace coordinators/lecturers and the work placement office. In practice, this usually means that you do a longer work placement with fewer hours per week. The development of competences during your internship is also looked at. This is also known as competency-based testing instead of attendance-based testing.  
The facilitation cannot lead to the education being forced to do the impossible. In the case of internships lasting more than 28 hours a week, 20 hours is the absolute minimum to ensure continuity and progression.
- **Internship abroad** by request to the coordinator.  
If you have to stay abroad for your sport, it is possible to give you permission to follow your internship abroad. This requires permission from the work placement office and the work placement coordinator. A test may follow afterwards in the Netherlands to check whether the development of competences is sufficient.  
Some study programmes having a compulsory traineeship abroad include the possibility of submitting a request to the work placement coordinator to take one of the traineeships at an international company in the Netherlands.



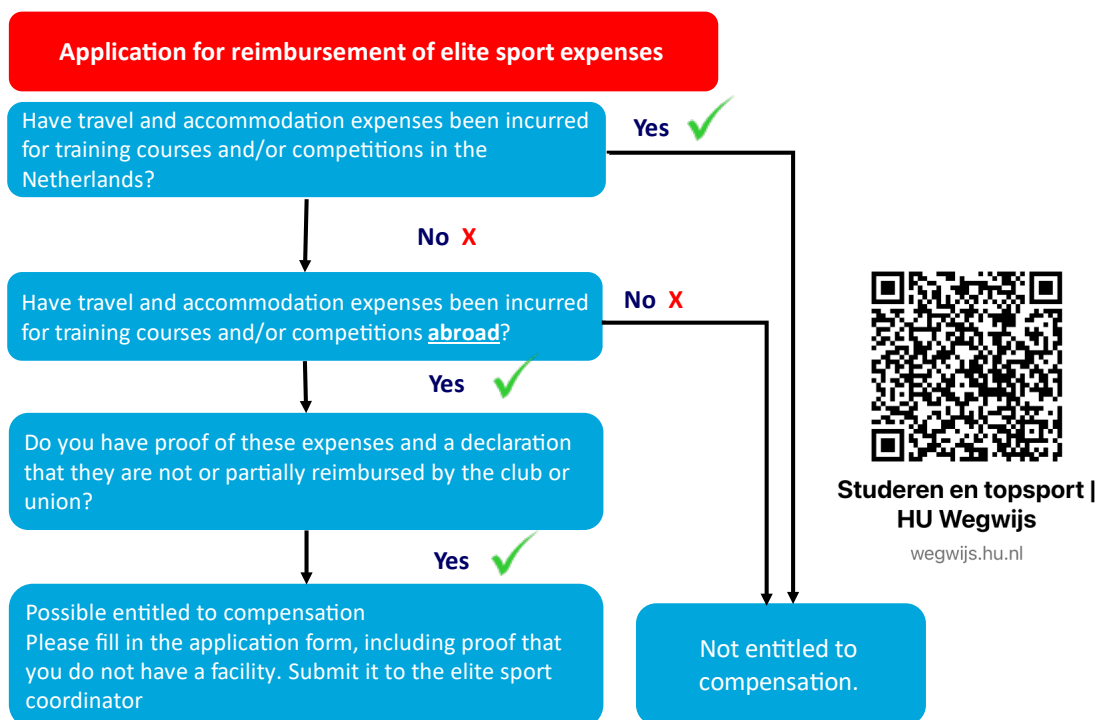
- **Suspended advice:** See [OER](#)
- **Remote testing:** Application for proctoring to the Examination Board.  
Every year will be decided whether a proctored exam will be possible. Please check with the elite sports coordinators.  
If it is possible, students with an Elite Sports status who are unable to come to HU for a test and cannot wait for the resit may request the Examination Board to proctor an online remote test at the same time as the BYOD test or regular test on a permanent test PC. Please contact the elite sports coordinator in time for this and add the support/statement from the elite sports coordinator to your request to the Examination Board.
- **Remote learning:** At the moment, this is not organised by lecturers. You have to arrange this with other students that you can follow lessons remotely/online and by asking permission from the lecturer. The teacher can choose whether to approve this for which lesson.
- **Recording the lessons:** It is not automatically permitted to have lessons recorded or to record lessons yourself in connection with the AVG. There are institutes that record lectures as standard.

### 3.3 Financial support in case of special expenses

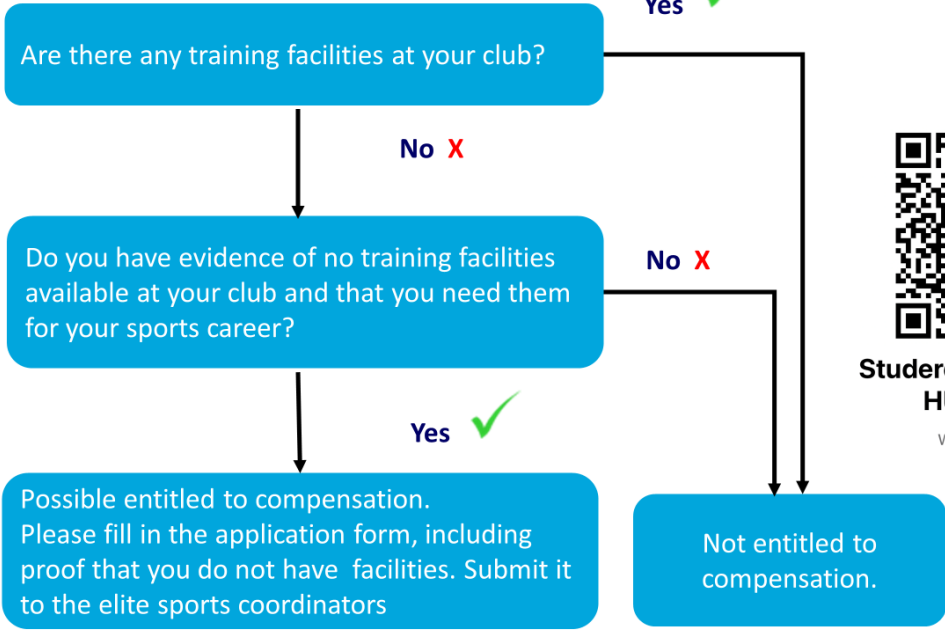
Per calendar year a limited budget is available for students with an elite sports status. If this budget is depleted, the possibility of financial support ceases.

The financial support that can be applied for under certain conditions is:

- Application for reimbursement of expenses for elite sports, travel and accommodation abroad.
- Application for extra training facilities at Sport Center Olympos or Swimming pool Kromme Rijn This is only possible if you do not have the opportunity to train at your own sports club. You must demonstrate this and also how long you need this facility.
- Application for financial support for delay in studies (only **full-time** programmes) via the [Profiling Fund](#).

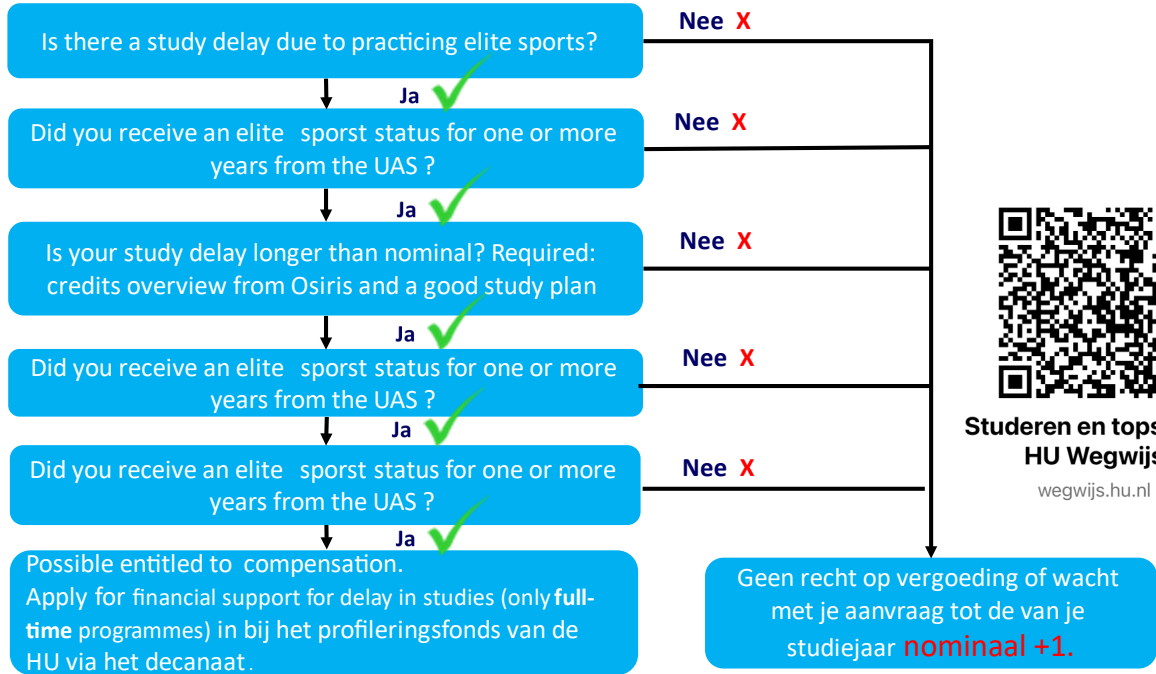


**Application for extra training facilities**



Studeren en topsport |  
HU Wegwijs  
wegwijs.hu.nl

**Application financial support study delay**



Studeren en topsport |  
HU Wegwijs  
wegwijs.hu.nl

## 4 Elite Sports Recognition Certificate and an Honors Certificate

### 4.1 Elite Sports Recognition Certificate

It is possible to obtain an Elite Sports recognition certificate. The criteria and application are described in the document “Criteria and application for Elite Sports Recognition Certificate”. There is a form called “Certificate for Elite athletes NOCNSF status” en a form “Certificate for elite athletes HU status”. You fill in the form yourself and send it to [Topsport@hu.nl](mailto:Topsport@hu.nl).

You can find these documents at [Elite sports and studying | HU Wegwijs](#).

### 4.2 Honors Certificate

HU has an interesting [honours programme](#). Honours is for students who want to achieve more potential and use their time wisely. To this end, the University of Applied Sciences Utrecht has developed an honours programme. Students can use [honours courses](#) (usually in the evenings) to deepen and/or broaden their study in an interesting way on top of their studies and obtain a star for it. However, it is also possible to obtain a star for your own in-depth and/or broadening activities. This is where elite sports comes in. As an elite sports athlete, you are always busy preparing well, planning your affairs, setting goals, arranging things so that you can combine your elite sports with your studies (comparing lesson and test schedules with your training and competition schedule, solving bottlenecks in advance in consultation with lecturers, study career counsellors (SLB-ers), student counsellor( decaan), elite sports coordinators and, if necessary, the Examination Board). This requires extra focus, extra time and effort, and also a lot of extra communication in a careful manner. This is a challenge and also a valuable learning process. This learning process and this extra effort and enthusiasm is worth a Star (an extra certificate to your diploma).

There are six different [Stars](#) to be earned: Craftsmanship, Leadership, Innovation, International perspective, Passion and the so-called Free star. You can give the latter star your own title. In the case of the elite sports student, for example, you can apply for the Free star “Coordination”, “Communication” or “Time management”. If the future profession also requires many of these skills, the star “Craftsmanship” can be applied for these extra efforts and challenges. You can do this after investing some 100-140 hours of time. The other criteria are: in-depth and/or broadening of the study, feedback from a relevant stakeholder with expertise, social value and/or of value to the profession and/or for personal development. You will keep a logbook (A4) for this purpose. To apply, you need to fill in the form “Apply and assessment form honors achievements for elite sports” and send it, with attachments (e.g. the logbook and feedback from relevant persons) to [topsport@hu.nl](mailto:topsport@hu.nl). You can find the form at [Elite sports and studying | HU Wegwijs](#).

You will receive a Star statement with your diploma. You can also apply for an [edubadge](#) (first make an backpack). The edubadge is internationally recognised and linked to your LinkedIn profile. Both the star statement and the Edubadges look good on your CV.

## 5 Finally: Rules of play and guidelines for elite sports students

As an elite sports student, you are responsible for your own study progress. This also applies to taking the initiative to achieve a good balance between elite sports and study. If you are registered as an elite sports athlete student within the HU, you can make use of the HU elite sport scheme. The HU elite sports coordinators will determine your Elite Sports status.

It is important that you handle the HU elite sports regulation with care, so that all elite sports students can continue to make use of this regulation in the long term. To this end, a number of rules have been drawn up. The guidelines below describe these rules and we expect you to put them into practice in a constructive way.

### Condition:

You will always provide proof of training times, training camps, competition periods and tournaments at the time when you appeal to the elite sports scheme.

Below, you will find a number of situations in which you, as an elite sports athlete, can make use of the elite sports scheme. At the same time, we indicate what the guideline is in that specific situation.

- ✓ Yearly timetable/order of study components in relation to elite sports:
  - For specific sports, there are specific periods in which a greater intensity and time investment in the sport is required (e.g. cycling, skating, sailing). **Prior** to an academic year, you make an appointment with the student counsellor (decaan), study career counsellor (SLB-er) or elite sports coordinators to discuss how the academic year can best be structured. It is your duty to inform all parties.
- ✓ Overlap training times and college timetable:
  - You check your timetable prior to each class period (A, B, C, D). If there is an overlap between lectures and training times, you notify the study career counsellor (SLB-er) or the student counsellor (decaan), **at the latest one week before the beginning of the class period**. In consultation, a possible solution will be sought. You are obliged to inform all parties involved.
- ✓ Short period of absence during a course period:
  - If a training camp, competition or tournament takes place during a class period and you are absent for a certain period of time, you must report this to the student counsellor, SLBs and elite sports coordinators **no later than two weeks** prior to your absence.
  - In order not to get behind with studies, agreements will be made per course, in consultation with the lecturer, as to how your absence can be made up or compensated for. You take the initiative in this.
- ✓ Long period of absence during a course period:
  - If you are absent for a longer period of time due to elite sports commitments, the consequences of this will be determined in consultation with the SLBer. Subsequently, in consultation with the learning team leader, the programme manager and the Examination Board, it will be discussed whether an adjusted programme is possible. Obviously, this requires more time and **you are requested to report this longer absence in time**, so that tailor-made solutions can be found.
- ✓ Absence during examination period:
  - If you are unable to take part in an examination or examination period because of elite sports commitments, it is important that **you report this as soon as possible to the student counsellor, the SLBe, the learning team coach and the Elite Sports coordinators**. Depending on the elite sports obligation and the number of exams, possible solutions will be examined. You can submit a **request to the Examination Board** supported by the elite sports coordinators or the student counsellor.

- ✓ Agreements with lecturers, learning team coaches, etc.:
  - If, as a result of the above subjects, agreements are made with the lecturer(s), team leaders or programme managers involved, it is important that you, as an elite sports athlete student athlete, **carefully observe these agreements**. If, due to circumstances, you are unable to keep to the agreements made, it is important that you inform all parties involved (including the SLBs, elite sports coordinator and the student counsellor) **correctly**.
  
- ✓ Communication:
  - Perhaps needless to emphasise that it is of great importance that you communicate **correctly** at all times both via email and verbally with all those involved.
  
- ✓ Expectations:
  - The elite sports scheme provides the space to support you in the combination of sports and study. Making a claim on the elite sports scheme means that the organisation must make adjustments to the regular programme. This requires an effort from the organisation. The scope of the adjustments is not unlimited. It is possible that not all solutions will meet your expectations.
  
- ✓ Ambassador role:
  - As an elite sports student, you fulfil an ambassadorial role. The way in which you deal with the afore mentioned rules has an effect on all other elite sports students. If you deal with them in a constructive way, the cooperation of all elite sports students will be positively influenced. **If the above rules are adhered to, all elite sports students will be able to enjoy the HU elite sports scheme for a long time to come.**
  
- ✓ Registration requirement: Even if you are in your final year of study and have already made all the necessary arrangements, you are still required to register with the elite sports coordinators. This way, the university will know how many elite sports students there are in the HU and you will ensure that guidance will continue to be possible in the future.