

# Entrance Exam Info Guide

Inholland University of Applied Sciences

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## Introduction

In this guide you will find detailed information about the entrance exam (Colloquium Doctum) for Inholland University of Applied Sciences.

This guide only provides specific information about the entrance exam for the English bachelor programmes of Inholland University of Applied Sciences. If you have any questions, you can contact us via

Telephone: +31 (0)23 543 80 80

E-mail: [toelatingstoets@inholland.nl](mailto:toelatingstoets@inholland.nl).

The content of this guide has been established by the Admission Committee of Inholland University of Applied Sciences (*Toelatingscommissie*).

For questions about the completion of your enrolment request you can contact the Central Studentadministration via the contact details listed below.

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E-mail: [csa@inholland.nl](mailto:csa@inholland.nl)

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## 1. The entrance exam

To be admitted to the bachelor programme of a University of Applied Sciences you must have a Dutch havo-, vwo- or mbo-diploma level 4, or an equally acknowledged Dutch or foreign diploma.

If you have not obtained such a diploma, you can participate in an entrance exam. The conditions of the exam are that you have to be 21 years or older on the date the programme starts, and you need to be in the Netherlands to take the test\*\*. The test is designed to verify that, even though you do not have the required qualifications, you do have adequate knowledge and skills to follow a bachelor's degree programme.

The rules for admittance apply to all degree programmes in the Netherlands. The way in which the entrance exam is designed and organized differs per University of Applied Sciences. The entrance exams are therefore not the same at every educational institution. Consequently, Inholland does not accept the results of entrance exams from other Universities of Applied Sciences.

**\*\* Please note:** The minimum age of 21 years for the holder of a foreign diploma, which is sufficient for a degree programme in the home country, is set on eighteen years. The age requirement is also eighteen years for some cases in which the foreign candidate isn't able to submit a diploma. This mostly concerns refugees. The set date of the minimum age is the start of the academic year: September 1st.

### 1.1 Components of the entrance exam

The entrance exam consists of **two mandatory components**.

The **first component** is a capacity test developed by NOA, which is carried out at home behind your computer or laptop. Digital supervision is used to take the test at home, called proctoring. The capacity test is designed for us to examine whether you have sufficient knowledge and skills to be able to start a course at Inholland University of Applied Sciences. We do this on the basis of a Multicultural Capacity Test for Higher Level (MCT-H): your results are compared with a reference group in order to determine whether you indeed meet the required level for the study programme you have applied for. For some programs, sufficient knowledge of certain subjects is required. Testing this knowledge is therefore part of the admission test.

#### **Components of the capacity test**

The MCT-H consists of eight subtests. These subtests measure four factors: logical reasoning & spatial insight, numerical abilities, verbal abilities and perceptual speed. In the MCT-H report, the results can also be displayed in an IQ score to determine a general intelligence level.

#### **Logical reasoning & spatial insight**

Logical reasoning is about the extent to which a candidate is able to discover logical relationships between images and if a candidate is able to orient himself spatially.

#### **Numeric abilities**

Here we look at the ability to calculate and the ability to reason with numbers.

#### **Verbal abilities**

Here the focus is on the knowledge of the meaning of words and the ability to see logical relations between words.

#### **Perceptual speed**

The ability to distinguish differences quickly and accurately is measured.

**Please note** that a resit is not possible for the capacity test. You can take part **once per academic year**.

If you successfully completed the capacity test, you can take part in the **second component** of the entrance exam: the subject test or tests which take place at one of our institution's locations. Once you applied for the entrance exam you will receive more information about the exact location and date of the test.

## 2. Application

To be able to participate in the entrance exam, it is important to apply for the programme and the exam via Studielink **on time**. You cannot participate in the exam without correct registration and enrolment.

Applying for the entrance exam consists of 4 steps:

1. Add an enrolment request for an English-taught programme via Studielink. Make sure to leave the part that mentions your previously completed education blank.
2. Once you received login details, you can check your Selfservice. The registration form and additional information will be available there.
3. Upload the form and, if applicable, copies to apply for special procurements due to a disability in Selfservice.
4. When the registration form and other required documents have been received via Selfservice on time, you will find a payment link in the Studyshop in Selfservice within 2 days or a week before the capacity test at the latest. When your payment is processed you will receive an email which confirms your enrolment to the capacity test of the entrance exam.

When you pass the capacity test, you will receive a placement form approximately a week before the subject test takes place. It will mention the subject test's time and exact location.

## 2.1 Important dates

### September intake 2024-2025

Capacity test	Final enrolment / cancelation date	Subject test date	Subject test location	Resit subject test	Resit location
22 <sup>nd</sup> of November 2023	16 <sup>th</sup> of November 2023	Saturday January 6 <sup>th</sup> 2024	Diemen	Saturday April 13 <sup>th</sup> 2024	Diemen
13 <sup>th</sup> of December 2023	7 <sup>th</sup> of December 2023				
25 <sup>th</sup> of January 2024	19 <sup>th</sup> of January 2024	Saturday April 13 <sup>th</sup> 2024	Diemen	Saturday June 15 <sup>th</sup> 2024	Diemen
28 <sup>th</sup> of February 2024	22 <sup>nd</sup> of February 2024				
26 <sup>th</sup> of March 2024	20 <sup>th</sup> of March 2024				
23 <sup>rd</sup> of April 2024	17 <sup>th</sup> of April 2024	Saturday June 15 <sup>th</sup> 2024	Diemen	Friday July 5 <sup>th</sup> 2024	Haarlem
30 <sup>th</sup> of May 2024	24 <sup>th</sup> of May 2024				
6 <sup>th</sup> of June 2024	31 <sup>st</sup> of May 2024				
27 <sup>th</sup> of June 2024	10 <sup>th</sup> of June 2024	Friday July 5 <sup>th</sup> 2024	Haarlem	Thursday August 22 <sup>nd</sup> 2024	Haarlem

### Proof of Placement

Approximately one week before the subject test takes place you will receive a Proof of Placement by email. On this Proof of Placement you will find the location and time of the test. It is not possible to participate in the entrance exam if you don't have a Proof of Placement for the relevant test date.

**Please note:** You will only receive a Proof of Placement for the subject test if you **passed** the capacity test.

## 2.2 Location of the subject test

The subject test of the entrance exam will take place at one of the following Inholland locations:

- Diemen
- Haarlem

The location at which you will participate in the entrance exam depends on the amount of applications and the availability of the different locations. It is independent of the location where you will be studying.

On your Proof of Placement you will see which location you are invited to. It is not possible to take the entrance exam at a location or date different from the one stated on your Proof of Placement.

## 2.3 Costs

The costs for taking part in the entrance exam are € 90--. This amount must be paid before the application & registration deadline. Once you have submitted your admission request for the degree programme and entrance exam via Studielink, you will find the registration form in Selfservice. When the registration form and other required documents have been received via Selfservice on time, you will find a payment link in the Studyshop in Selfservice within 2 days or a week before the capacity test at the latest.

	Administration costs	Participation fee	Total costs
Entrance exam	€ 45	€ 45	€ 90
IELTS or TOEFL test* <small>*Please note: candidates will have to enrol themselves separately for the IELTS or TOEFL test via <a href="http://www.IELTS.org">www.IELTS.org</a> or <a href="http://www.TOEFL.org">www.TOEFL.org</a></small>	N/A	€180- €200*	€180- €200* <small>*(depending on where you take this test)</small>

Besides the costs of the entrance exam, there will also be costs regarding the purchase of books for the purpose of preparation. Please see the appendices for more information about the different test subjects.

## 2.4 Disability and participation

We will facilitate candidates with a disability such as dyslexia. Please upload your request for special procurements due to your disability on Selfservice and mention what form of disability you have through the enrolment form. We will try to find a way to make your participation possible. It is sometimes possible to adjust the test time or form. It is a necessity to include an official (medical) statement in case of dyslexia when you upload the enrolment form on Selfservice.

## 2.5 Changes or cancellation

You can cancel your application for the capacity test before the final cancellation date. The information about the deadlines can be found on *page 6*. We will charge €45,- administration costs for cancellation made after the deadline, but before the actual date of the capacity test. If you cancel on the day of the exam or after, your right to get a refund has expired. Cancellation is only possible through email ([toelatingstoets@inholland.nl](mailto:toelatingstoets@inholland.nl)).

If you are unable to participate in the test due to personal circumstances, please give notice to the Bureau for Admission Tests in advance. There are no alternative test moments if you cannot participate in the test on the available day given, but you are able to request a refund of the participation fees (minus the administration costs). In that case please send a written request including documentation showing that there was an unforeseen, special circumstance.

### 3. Preparation

The entrance exam is based on testing both your knowledge and skills. In Appendix 1 you will find an overview of the entrance exam for each particular bachelor programme. You will have to prepare for the test yourself; there are no courses to prepare you for the test. Appendix 2 includes an explanation of how to prepare for the subject test and suggested books and websites. You have to purchase these books yourself. At the time this guide was issued, all mentioned book titles were available.

Sometimes it is also possible to get these books second-hand or through the library.

### 4. Entrance exam requirements

The English entrance exam consists of two parts:

- The Inholland entrance exam capacity test and subject test (which depends on the degree programme of your choice (see Appendix 1));
- An IELTS or TOEFL test which is no older than two years on 1 September of the academic year you applied to start your study AND complies with the minimum requirements (see chapter 5).

Please note the following in regards to the IELTS or TOEFL test:

- You will need to enrol for this test separately via [www.IELTS.org](http://www.IELTS.org) or [www.TOEFL.org](http://www.TOEFL.org);
- The costs for the language test (between € 180 - € 200) are *not* included in the fee for the entrance exam;
- You will need to have obtained the test and upload the certificate no later than the 1<sup>st</sup> of September. We will not accept certificates that are older than two years on the start date of the programme you applied for.
- You will only have finalised your entrance exam when you have passed the capacity test, obtained a minimum score of 5.5 for your subject test(s) *and* have submitted an IELTS or TOEFL certificate, with the required scores, which is not older than two years;
- Your test results of the entrance exam will be valid for a year, but this also depends on the date of your IELTS or TOEFL test.

### 5. IELTS or TOEFL test requirements

You can demonstrate your English language proficiency by submitting proof of your attainment of an IELTS test with an average score of at least 6.0 or a TOEFL iBt (an Internet-based test) with a minimum score of 80. The Cambridge Certificate in Advanced English or the Cambridge Certificate Proficiency in English, with a minimum score of C (B2 level), will also be permitted. Chinese students will only be able to meet the language requirement by submitting a certificate for the IELTS test or the TOEFL iBt.



## 6. Procedure during the entrance exam

It is essential that you take sufficient time to prepare yourself for the test. Besides the preparation for the test (see Appendix 1 and 2) there are also some practical matters which you need to take into account:

### 6.1 What to bring

Make sure you bring the following:

- Your Proof of Placement;
- Your identification (valid passport, identification card, driving license or residence permit);
- Permitted and required tools (e.g. calculator) to use during the test (see appendix 2 for more information).

**Please note:** it is NOT possible to participate in the test without valid identification and Proof of Placement.

### 6.2 Identification

At the start of the test you should be able to identify yourself. This is possible with a valid passport, identification card, driving license or a residence permit.

### 6.3 In the exam room

The following rules apply during the exam:

- Your identification must be on the table during the test and be visible to the supervisor;
- Only writing materials and the authorised equipment may be placed on the table;
- Authorised dictionaries e.g. may not contain notes or any loose additions;
- Authorised equipment may not be exchanged with other participants;
- You are not allowed to make any verbal or nonverbal contact with other participants during the exam;
- You may not consult other participants or provide the opportunity to another to consult your work;
- You may not wear clothes in a manner that your face is covered;
- You must take off your watch and put this away in your bag before the start of the exam;
- You are not allowed to eat during the test;
- Your mobile phone is switched off;
- After the test you hand in your work and the original test papers;
- You may leave the exam room no sooner than 15 minutes after the test has started;
- After you have left the exam room you may not return to the exam room;
- If you arrive after the start time of the test, you will not be able to participate.

### 6.4 Equipment to use during the test

For some subjects you are authorised to use equipment as mentioned in Appendix 2. In most cases it will be the use of a dictionary or a calculator. Graphic and/or programmable calculators are not allowed. You are responsible for this equipment and it will not be provided by Inholland. Dictionaries may not contain notes or loose papers. They will be checked by the supervisor.

### 6.5 What does the entrance exam involve?

The level of the entrance exam is comparable to the levels of the secondary school final exams. The subjects per programme may vary. For the specific subject of each programme please see Appendix 1. The exam is a written test.

The form of the test may vary from multiple choice, open questions to a mix of both forms of questions. Please see Appendix 2 for the form of each particular subject.

### 6.6 Irregularities or fraud?

The supervisor will keep the right procedures under surveillance during the test. If they discover any irregularities or fraud the candidate must leave the exam room immediately. He or she will be requested to hand in all the paper work. The test will not be revised. No test grade will be assigned or the assigned grade will be void with retroactive effect if fraud is ascertained after the event. The candidate involved will receive a written notice regarding this matter no later than three weeks after the test. He or she may appeal against this decision within four weeks after the notice at the Board of Appeal Concerning Examinations. Addresses and detailed information can be found in the notice.

## 7. After the entrance exam

### 7.1 Result of the entrance exam

You will receive your result in written form three weeks after the test took place. If you pass the test and you meet the requirements (participation fees paid, applied for the course and 21 years of age or older when the programme starts) and you have submitted a valid TOEFL or IELST certificate, you will also receive an Admission Statement. The Admission Statement of the entrance exam is valid for admission to the chosen bachelor programme at Inholland only.

**You pass for the entrance exam if you obtain a minimum grade of 5.5 for your subject test(s).**

### 7.2 What to do if you disagree with the result

If you would like to know what you have done wrong on your test you can apply at the Bureau for Admission Tests to review your test on the exam review day. You will receive further information about the exam review day regarding the place and time and how to apply for this opportunity after the test.

If you do not agree with the entrance exam results, you may lodge an appeal with the Board of Appeal Concerning Examinations of Inholland. You will have to do this within six weeks after receiving the results. Or within six weeks after the review day if you have used this opportunity to review your work. The address and further information about the procedure can be found in the entrance exam result letter that you receive by post. The appeal only concerns the way the result is achieved; the Board of Appeal Concerning Examinations does not intervene with the (level of) rating of the result itself. If the Board of Appeal Concerning Examinations found that the result has not been achieved correctly the Admission Committee will have to review your work again.

### 7.3 Resits

Under certain circumstances, it is possible to resit one subject test. A resit of the capacity test is not possible.

- For September intake students, you may resit one subject test during the next testing opportunity. For example, tests made in January can be resit in April.
- It is not possible to resit a test component of the entrance exam for which you have earned a passing mark.

#### 7.4 Validity of the Admission Statement

Academic year	Subject test date	Valid until
September 2024	6 <sup>th</sup> of January 2024	1 September 2025
	13 <sup>th</sup> of April 2024	1 September 2025
	15 <sup>th</sup> of June 2024	1 September 2025
	5 <sup>th</sup> of July 2024	1 September 2025

The entrance exam is only valid in conjunction with an IELTS or a TOEFL certificate no older than two years. Therefore you will only receive this Admission Statement after you have submitted a valid TOEFL or IELTS certificate with the required scores.

The admission applies only for the degree programme for which you have taken the test. If you would like to start with another programme afterwards, please send a letter or email with your request for a new Admission Statement to the Bureau for Admission Tests. This is only possible if the content of the entrance exam for the second programme that you have chosen is exactly the same as the first programme. Please keep your Admission Statement safe for future reference!

**Please note:** you may receive mail about your enrolment request for the programme before the results of your entrance exam are known. For example, you receive information about the programme, introduction days or literature lists. Please be aware that this **does not** mean that you have passed the test.

## APPENDIX 1

### Table of the entrance exam to specific bachelor programmes

Please find below an overview of the English bachelor programmes and the different subjects of the entrance exam.

In Appendix 2 you will find the description of each particular text subject.

**Please note:** Some exam subjects may occur in several varieties. Prepare for the right variety that belongs to the programme of your choice.

Programme	Part 1 of the entrance exam	Subject test 1	Subject test 2	English language proficiency
B Creative Business (EN)	Capacity test	Economics A	N/A	See page 8
B Applied Mathematics (EN)	Capacity test	Mathematics B	N/A	
B Information Technology (EN)	Capacity test	Mathematics A (Algebraic skills)	N/A	
B Business Innovation (EN)	Capacity test	Economics B	Business English Proficiency	
B Tourism Management (EN)	Capacity test	Economics B	Business English Proficiency	
B Aeronautical Engineering (EN)	Capacity test	Mathematics B	Physics	
AD Electronic Music (EN)	Capacity test	Auditions	N/A	

## **APPENDIX 2**

### **Description of each particular part of the entrance exam**

Each exam will be described on the next pages.

The following will be indicated per exam subject:

- for which English programme the exam is made
- what the content of the exam is
- which type of exam it is
- how to prepare
- which equipment is allowed
- which books or sources can be used for preparation

Check appendix 1 for the particular exam of the bachelor programme of your choice.

## Business English Proficiency

For which programme	<ul style="list-style-type: none"> <li>• B Business Innovation (EN)</li> <li>• B Tourism Management (EN)</li> </ul>
Contents	<p>Please note: Apart from passing Inholland's Business English Proficiency test, you will also need to obtain an IELTS or TOEFL certificate. Passing the Business English Proficiency test does not exempt you from the requirement of an IELTS or TOEFL certificate.</p> <p>Part 2</p> <p>The Business English Proficiency test consists of reading and understanding texts (of the business context) and essay questions.</p>
Type of exam	The exam is a written exam.
Duration of exam	90 minutes
How to prepare?	See books and other references
Permitted resources	No dictionaries or other resources are permitted
Books and other references	<p><b>Business English</b></p> <p>Cambridge University, sixth print 2002, ISBN 0521775310 (or any similar print)</p> <p>International newspapers such as <i>The Guardian</i> and <i>The Times</i></p>

## Economics A

For which programme	<ul style="list-style-type: none"> <li>• B Creative Business</li> </ul>
Contents	<p>The basic economics is based on common knowledge in the field of economics and applied calculations. The key elements of the economics part are as follows:</p> <ul style="list-style-type: none"> <li>• Introduction to economics</li> <li>• Macro-economics</li> <li>• International Economics</li> <li>• Development Economics</li> <li>• Applied calculations</li> </ul>
Type of exam	The exam is a written exam with open questions based on two short case studies
Duration of exam	90 minutes
How to prepare?	Study the IB Economics Review Guide (see Books and Other References) Sections 1, 3, 4 and 5
Permitted resources	It is allowed to use a basic scientific calculator. A graphing calculator is not allowed.
Books and other references	<p><b>Economics:</b></p> <ul style="list-style-type: none"> <li>• IB Economics Review Guide  <a href="https://en.wikibooks.org/wiki/IB_Economics">https://en.wikibooks.org/wiki/IB_Economics</a>            Study sections: 1.1, 1.3, 3.5, 4.5-4.7 and chapter 5</li> </ul>

## Economics B

For which programme	<ul style="list-style-type: none"> <li>• B Business Innovation (EN)</li> <li>• B Tourism Management (EN)</li> </ul>
Contents	<p>The basic macro-economics is based on common, secondary school-level, knowledge of macro-economic concepts and principles. The exam may cover any of the following topics:</p> <ol style="list-style-type: none"> <li>1. Wants, needs, scarcity</li> <li>2. Market economy, command economy, mixed economy</li> <li>3. Role of money</li> <li>4. Monetary policy</li> <li>5. Inflation, causes of inflation</li> <li>6. Nominal and real gross domestic product</li> <li>7. Fiscal policy</li> <li>8. Unemployment</li> <li>9. Budget deficits and public debt</li> <li>10. Free trade and trade barriers</li> <li>11. Demand, supply, markets and prices</li> </ol>
Type of exam	The exam is a written exam with open short-essay questions based on a case study
Duration of exam	90 minutes
How to prepare?	Study the IB Review Guide (see books and other references)
Permitted resources	It is allowed to use a basic scientific calculator. A graphing calculator is not allowed.
Books and other references	IB Economics Review Guide - <a href="https://en.wikibooks.org/wiki/IB_Economics">https://en.wikibooks.org/wiki/IB_Economics</a> Study sections 1.1,1.3,2.1,5.1,5.2 and 5.3



## Mathematics A (Algebraic skills)

For which programme	<ul style="list-style-type: none"><li>B Information Technology (EN)</li></ul>
Contents	<p>Calculating fractions, calculations with letters, calculating with powers, rounding up and down, first- and second-degree equations, equations, resolve into factors, comparing lines, quadratic functions, calculating percentages.</p> <p>The emphasis is on knowledge from havo year 1, 2 and 3. Not on statistics and probability calculation.</p> <p>These subjects can be found in:</p> <p>- All you need in maths!, second edition, Jan van de Craats &amp; Rob Bosch, ISBN 9789043032858. Relevant are Chapters 2 through 5, 9, 12 and 16.</p> <p>If you miss the foundation for mathematics, it is advisable to study the book below:</p> <p>- Basisboek Rekenen, tweede editie, Jan van de Craats &amp; Rob Bosch, ISBN 978-90-430-2104-3.</p>
Type of exam	Written exam
Duration of exam	Maximum 120 minutes
How to prepare?	Self-study
Permitted resources	Pen, pencil, paper, protractor. A calculator is not allowed
Books and other references	<p>All you need in maths!, second edition, door Jan van de Craats en Rob Bosch. ISBN 9789043032858. Relevant are Chapters 2 through 5, 9, 12 and 16.</p> <p>If you miss the foundation for mathematics, it is advisable to study the book below: Basisboek Rekenen, Jan van de Craats en Rob Bosch, ISBN 978-90-430-2104-3.</p>

## Mathematics B

For which programme	<ul style="list-style-type: none"> <li>• B Aeronautical Engineering (EN)</li> <li>• B Mathematical Engineering (EN)</li> </ul>
Contents	<p>The exam has the following contents:            Calculus, involutions, parenthesis, fractions with letters, formulas and graphs, lines, quadratic functions, power functions, derivative of power functions, trigonometry.</p> <p><i>All you need in maths!</i>, Jan van de Craats en Rob Bosch, ISBN 9789043032858. Chapters 2 through 6, 9 through 12, 16 through 18 and 20 are the focus of this exam.</p>
Type of exam	The exam is a written exam with open questions
Duration of exam	120 minutes
How to prepare?	Self-study
Permitted resources	Pen, pencil, paper, protractor. It is allowed to use a basic scientific calculator. A graphing calculator is not allowed.
Books and other references	<i>All you need in maths!</i> , second edition, Jan van de Craats en Rob Bosch, ISBN 9789043032858, Chapters 2 through 6, 9 through 12, 16 through 18 and 20 are the focus of this exam. An English version of this book is available.

## Physics

For which programme	<ul style="list-style-type: none"> <li>B Aeronautical Engineering (EN)</li> </ul>
Contents	<p><u>Mechanics</u></p> <p>Basics: units, diagrams, measuring and uncertainty, significant decimals</p> <p>Movement: movement in a straight line, acceleration, velocity</p> <p>Forces: calculations, equilibrium, Newtonian laws</p> <p>Work and energy: work, forms of energy, kinetic energy, power, yield</p> <p><u>Electricity</u></p> <p>Ohm's law, parallel and serial circuits, electrical energy, power, yield</p> <p><u>Heat</u></p> <p>Specific heat, heat capacity, conduction, current, radiation, power</p> <p><u>Atoms</u></p> <p>Atom structure and isotopes</p> <p>These subjects can be found in the physics book (see books and other references)</p> <p>Study chapters 1, 2, 3, 4, 5 and 8.</p>
Type of exam	The exam is a written exam with open questions
Duration of exam	120 minutes
How to prepare?	<p>Self-study</p> <p>Please note that this is a very large study load. The contents contain a major part of the havo material from Natuurkunde. There is absolutely no point in taking this exam at random or after a short period of study.</p>
Permitted resources	It is allowed to use a basic scientific calculator. A graphing calculator is not allowed.
Books and other references	<p>Complete Physics for Cambridge IGCSE</p> <p>Stephan Pople</p> <p>ISBN: 978-0199138777</p>