



Student Welfare: flow chart for students

Whatever your question, you can call on the Faculty's Study Advisers: studyadvisers@arch.leidenuniv.nl



1 Is your question about:

Your study or practical matters?

Personal problems?

Special circumstances or money?

An experience of undesirable behaviour?

The quality of Archaeology's teaching programme?

Policy matters, concerning the Faculty Board or the University's Executive Board?

Improper treatment; suspicions of misconduct concerning scientific integrity



2 Ask for assistance

Study planning, delays, timetables, electives, internships, requests for exemption, etc. → Contact the Study Adviser

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Pregnancy, children, finances, securing funding, financing for those holding positions in student organisations, etc. → Contact the Study Adviser and the Student Counselor, or make an appointment to speak to them personally.

(Sexual) intimidation, bullying, aggression, violence or discrimination? → Contact the dedicated Counselor for Undesirable Behaviour. This service is impartial and confidential.

Contact a student member of the Education Committee.

Contact the Assessor, who is the student representative of the Faculty Board, or a student member of the Faculty Council (FR).

If possible, speak to the person concerned. If that is complicated, contact the Student Ombudsperson by mail or phone or make a personal appointment.



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