



## Agreements Overlap Committee (2022)

### Frame

Since 1980, representatives of the Executive Board, the Study Advisers Consultation ( STAP ), the Leiden Assessors Consultation (LAssO), the Local Chamber of Associations (PKvV), the Study Association Consultation Platform (StOP) and the representatives of the Leiden Introduction Weeks (EL CID, HOP & OWL) have jointly ensured that the introduction period has remained well organised for new first-year students. This first year may be a first year in terms of starting their studies, joining an association or moving to the city. These students need to gain as complete as possible a picture of the city, the university, the faculty/departments, the student associations and the study associations. The aim of the agreements made is to achieve a balance between the interests of the various parties.

The Overlap Committee draws up draft agreements in mutual consultation, after which all the parties involved discuss these agreements within the organisation they represent. After taking note of the comments on the draft agreements and, if appropriate, incorporating them, the committee confirms the agreements and sends them to all partners in the consultation.

### Key principles

- The focal point at Leiden University is the students' studies. These principles apply to both the courses in Leiden and The Hague. The first-year students have come to Leiden University in order to study. The associations ensure that the activities are set up in such a way that students can meet their study obligations at all times.
- For many students, the student associations and study associations play an important role in welcoming them and in their development. This applies in particular to the initial period when students first arrive at the university and need to acclimatise.
- Given the importance of both studying and membership of a study association or student association, the university, study associations and student associations make every effort to ensure that every first-year student is given the opportunity to join an association. This process will not interfere with the students' studies.
- The Overlap Committee is responsible for monitoring the balance between the two principles and therefore strives to coordinate activities in the introduction period in such a way that there is little or no conflict between these interests. The Overlap Committee aims to prevent any conflict by means of a ruling or mediation.

### Appointments 2022

1. The prospective first-year students' first contact with Leiden University and the city of Leiden is the opening of the EL CID week. Taking this into account, the study associations and student associations do not organise activities for this target group in the weekend prior to the EL CID week. An exception to this rule is made for study associations associated with Delft University of Technology, such as CDL, LIFE and IESA Shift.
2. The physical EL CID week will take place from Monday 15 August to Friday 19 August 2022. Time is reserved within the schedule of the EL CID week for a so-called faculty block. In this block, students become acquainted with their study programme, the study associations and practical formalities regarding registration and introduction. Study associations and student associations plan their activities, as far as activities outside the faculty block are concerned, in consultation with the EL CID/Vademecum committee.
3. The programme schedule takes into account the number of hours that participants need to rest: participants of the EL CID week are allowed to be in the buildings of the student associations on Monday until 01.00 hrs. at the latest and Tuesday, Wednesday and Thursday until 02.00 hrs. at the latest. The PKvV will monitor compliance with these agreements.
4. The EL CID week is in principle exam free. The only exams that may be organised are propaedeutic (first-year) exams. If any post-propaedeutic examinations have been organised, this can be reported to the Overlap Committee. In the event of a timely notification, individual mediation between student and study programme will take place if possible.
5. The study associations and student associations do not organise activities for first-year students on the weekend following the EL CID week, on Saturdays (all day) and on Sundays until 11.00 hrs.
6. The HOP Week in The Hague will take place from 22 to 26 August 2022.

7. The Orientation Week Leiden (OWL) will take place from 29 August to 2 September 2022. The WinterOWL will take place from 31 January to 3 February 2023. There will be a one-day faculty block in The Hague on Wednesday, 1 February 2023.
8. For the HOP and the two OWL programmes (summer and winter), no educational activities will be organised during the respective weeks that compete with the programme (activities that prevent participants from following the weekly programme). This relates to introductory activities for courses such as information sessions, mentor/buddy meetings and symposia.
9. The introductory obligations end at 20.00 hrs. on the Sunday before the opening of the academic year.
10. The opening of the academic year on 5 September 2022 is teaching-free and there are no student or study association activities. The associations will encourage first-year students to attend this opening.
11. Immediately from the first week of study, the study obligations take precedence over the programmes of the study associations and student associations. In the first study week, the associations organise the (post) introduction time in such a way that the first-year students can follow their full study programme. The study associations and student associations grant their (prospective) members dispensation from association activities at any time when there are study obligations. The basic principle is to limit introduction formalities to those that cannot be carried out earlier for practical reasons.
12. The study obligations end on the Friday of the first study week at the latest at 13.00 hrs.
13. The study associations are given the opportunity to organise their introduction activities in the weekend after the first, second and third study week. Student associations do not organise activities for first-year students on these weekends. The first weekend starts on Friday at 17.00 hrs., the second and third weekends can start on Friday at 09.00 hrs. if there are no educational obligations.
14. The student associations will encourage first-year students to devote themselves to their studies by providing the prospective members with written information about a number of matters that are important for the study, such as study counseling and BSA (Binding Study Advice), supported by SOZ.
15. The Executive Board and the study adviser will make the Overlap agreements and the objectives known to the faculty boards and the study programmes; the PKvV will communicate the agreements to the student associations, and LAssO and StOP will inform the study associations. The chair of the Overlap Committee will publish the agreements on the website.
16. If a situation arises in which it is necessary to deviate from the signed Overlap agreements, the head of SOZ will take the initiative and will in any event involve all parties participating in the Overlap Committee.

### **Exceptions and Violations**

If a party wishes to deviate from the Overlap agreements, it must submit an application to the Chair of the Overlap Committee. Exceptions to the agreements are only possible with the approval of the committee.

If there are indications that the agreements are being violated, this must be reported to the Overlap Committee Chair and a record of the violation will be made. The basic principle is to find a solution in such a situation in close consultation with the parties involved and also to report the solution to the Chair. If an agreement is not reached between the two parties, the Chair of the Overlap Committee will be involved in the mediation (possibly together with the head of SOZ).

In the event of serious and/or repeated violation of the Overlap agreements or if intensive consultation does not lead to a desired outcome, this will be reported to the Executive Board. If, in their opinion, there is reason to do so, the Executive Board may, on the advice of the Overlap Committee, impose one or more sanctions on the party concerned. These sanctions may be material and/or immaterial and are related to the seriousness and nature of the infringement of the above rules.

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**Adopted and signed for agreement in Leiden on 25 May:**

Executive Board  
Prof.dr.ir.drs. H. Bijl  
Rector Magnificus

EL CID/Vademecum Committee  
J. Diekman, treasurer & promotion

EL CID/Vademecum Committee  
Ms F. Speijers, chairperson

On behalf of HOP & OWL  
S. Morsink, project coordinator HOP

Local Chamber of Associations  
J. Dijkstra ab actis & L.A.J. Vreugdenhil, LL.M., assessor Politics

Study associations Consultation Platform  
N. Tijsterman, LL.M. , secretary & A.S. van Egmond, LL.M., internal commissioner

Leiden Assessors Consultation  
Ms Y.M.A. Nijhuis, assessor LUMC & N.L.C. Westerlaken, assessor, FSW

Study adviser consultation (STEP)  
Ms M. Nievelstein, study adviser, Humanities

Signed for seen:

Ms A.C. de Keijzer  
Chair Overlap Committee, Project Coordinator Student Well-Being

**Explanation**

- Ad 2: It is appropriate to hold a study introduction within the balanced objective of the EL CID week.  
 Ad 2: If necessary due to possible corona measures during this period, the El CID can be extended to include Thursday and Friday in the week before and Saturday following the El CID.  
 Ad 9 to 12: The first study week is the week in which the academic year opens on Monday. The agreements also extend to evening classes.  
 Re 9 to 12: Study obligations include educational activities such as lectures and tutorials, practicals, working groups, eliminating deficiencies, awarding the propaedeutic certificate, the necessary preparations and elaboration. Mentorship and tutoring are also considered an integral part of the study.  
 Re 12: The StOP, the PKvV and ALSV Quintus have made separate agreements in consultation with the Overlap Committee regarding the overlap between the VAP activities of ALSV Quintus and the first-year weekends of study associations.

**Dates 2022**

<i>Starting date</i>	<i>End date</i>	<i>Description</i>
13 Aug. 20 Aug. <sup>1</sup>	14 Aug. 19 Aug	Weekend off Physical EL CID week, in the EL CID week the faculty block is scheduled on Tuesday morning
20 Aug. 21 Aug. 11.00 hrs.	21 Aug to 11.00 hrs.	Weekend off Start Intro activities
22 Aug. 22 Aug.	28 Aug. 26 Aug.	First week of intro activities HOP Week (The Hague Orientation program )
27 Aug. 29 Aug.	28 Aug. 4 Sept.	Weekend dedicated to intro activities Second week of intro activities
29 Aug. 3 Sept.	2 Sept. 4 Sept. to 20.00 hrs.	OWL ( Orientation Week Leiden) Weekend dedicated to intro activities
5 Sept. 15.00 hrs. 5Sept.	9 Sept. to 13.00 hrs.	Opening Academic Year First week of study
9 Sept. 17.00 hrs. 12 Sept.	11 Sept. 16 Sept.	Weekend I for study associations Second week of study
17 Sept. <sup>2</sup> 19 Sept.	18 Sept. 23 Sept.	Weekend II for study associations Third study week
24 Sept. <sup>3</sup> 31 Jan.	25 Sept. 3 Feb 2023	Weekend III for study associations WinterOWL
1 Feb. 2023		WinterOWL in The Hague

**Scheme**

	<b>Week 32</b> <i>9 to 14 August 9</i>	<b>Week 33</b> <i>15 to 21 August</i>	<b>Week 34</b> <i>22 to 28 August</i>	<b>Week 35</b> <i>29 August to 5 September</i>	<b>Week 36</b> <i>5 to 11 September</i>	<b>Week 37</b> <i>12 to 18 September</i>	<b>Week 38</b> <i>19 to 25 September</i>
<i>Monday</i>		<b>EL CID week*</b>	<b>Introduction time Student associations</b>		Monday Opening Academic Year		
<i>Tuesday</i>					<b>1st week of study</b>	<b>2<sup>nd</sup> week of study</b>	<b>3rd week of study</b>
<i>Wednesday</i>							

<sup>1</sup>If necessary due to possible corona measures, the El Cid will be extended to include 12, 13, 14 and 21 August.

<sup>2</sup>If there are no educational obligations, the weekend can start on 17 September from 09.00 hrs.

<sup>3</sup>If there are no educational obligations, the weekend can start on 24 September from 09.00 hrs.

<i>Thursday</i>			<b>HOP Week</b> The Hague Monday to Friday	<b>OWL</b> <b>Leiden</b> Monday to Friday	until Friday 13.00 hrs.		
<i>Friday</i>							
<i>Saturday</i>	<b>Weekend Free</b>	<b>Weekend Free</b>	Intro obligations end		<b>Study association weekend from 17.00 hrs.</b>	<b>Study association weekend**</b>	<b>Study association weekend**</b>
<i>Sunday</i>		until Sun 22 Aug 11.00 hrs.	on Sun 5 September 20.00 hrs.				

\* If necessary due to possible corona measures, the days of the EL CID may deviate from the dates indicated in this document. In this event, the Overlap Committee will be informed of the changes as soon as possible on the initiative of the EL CID/HOP/OWL.

\*\* If there are no educational obligations, the study association weekend can start on Friday 18 September in week 37 and Friday 23 September in week 38 from 09.00 hrs., in consultation with the Overlap Committee chair.