



Saxion Talent Scheme 2023-2027

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Introduction Saxion Talent Scheme

Saxion is a broad-based knowledge institution and aims to provide an inspiring learning environment within

a higher-education setting. This scheme facilitates the ambitions of Saxion students who excel in a certain field, such as performance sport, art, informal care duties or entrepreneurship.

The scheme enables them and their study programmes to find opportunities within the profession-oriented curriculum to practise sports or pursue their business at a high level without falling short of study programme requirements. The aim of the programme is to prevent drop-out among these talented students.

The Saxion Talent Scheme runs for a term of 4 years and is valid from 01-9-2023 to 31-08-2027.

Performance Sports Scheme (previously Top-class Sports Scheme)

Since the early 1990s, Saxion has offered a scheme for recognised practitioners of high-performance sports, arts and culture.

This scheme is included in the Incentive Fund Regulations and is intended for students who practise high performance sports or who are among the best in the Netherlands in the field of art or culture. We also have the Saxion Topsport Academy (STA) in Deventer, where performance sporters can take the study programme in Marketing/Sports Marketing. STA has years of experience supporting performance athletes during their studies.

On 30 September 2013, Saxion signed the action plan set up by the NOC*NSF – the umbrella organisation for sport in the Netherlands – entitled Flexible Education for Performance Athletes (FLOT). Research universities and universities of applied sciences have made agreements with the NOC*NSF to improve how students can combine higher education with high-performance sport. FLOT (flexible education and top-sport) has five pillars: competence-oriented study choice, financial feasibility, transparency in facility provision and embedding in policy. By co-signing the NOC*NSF's FLOT plan (Flexible education and performance sport), Saxion explicitly recognises and supports top-level student athletes in its capacity as a university of applied sciences. FLOT has been signed by 12 universities and 16 applied universities and primarily focuses on performance athletes with an NOC*NSF recognised status. Saxion has chosen to expand the primary target group in its own policy.

Since the inception of the Performance Sports Scheme, about 130 students per year have made use of its provisions. It is a very heterogenous group, (men/women/x, team sports and individual sports, and is characterised by the wide diversity of sports.

The most frequently performed sports are: football, volleyball, handball, skating, cycling and mountain biking.

Some of our old and current students have performed at the highest level, such as Matthijs Buchli (track and road cycling), Reshmie Oogink (Taekwondo), and also more recently Marije van Hunenstijn (athletics) and Marisa Olislagers (football).

Top Entrepreneurs Scheme

One of Saxion's strategic objectives is to support entrepreneurship. This ambition takes shape in various ways, including a target (rising year on year) for the number of start-ups founded by Saxion students. The university of applied sciences has made a range of provisions and facilities available to

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stimulate this. Embodying this ambition, the incubators¹ in Deventer and Enschede are specifically designed as regional crystallisation points and act as connective hubs for education, research and business.

The Top Entrepreneurs Scheme was added to the Talent Scheme on 7 September 2017, coinciding with the opening of the incubator in Enschede. The scheme is set up in a similar way to the first scheme of its kind in the Netherlands, namely that of the Erasmus University Rotterdam: the Student Entrepreneurs Excellence Programme (StEEP, 2012). The StEEP vision is one where student entrepreneurs do not forego studying in order to run a successful business, but instead run a successful business thanks to their studies. Several educational institutions in the Netherlands now have such schemes and programmes in place.

Since the introduction of the Top Entrepreneurs Scheme, a committee designates at least ten students as top entrepreneur each year.

Student Carer Scheme (previously Informal Care Scheme)

It is important to Saxion that all students can study as successfully as possible and that this is also applies to students who have to care for an ill family member every day. As supplement to the Talent Scheme and comparable with the Performance Sports Scheme, a Student Carer Scheme was developed in early 2021 to improve the position of student informal carers at Saxion. Students who study while caring intensively for someone close to them are also outstanding performers. They often fall behind in their studies and need additional support in order to fulfil their informal carer role alongside their studies. Assuming that one in three Dutch people above sixteen years cares for a relative, a large group of students could fall under this scheme. Thirty two students registered in academic year 2021-2022, and 37 in 2022-2023 and this number is expected to grow as the scheme becomes more widely known.

Art and Culture Practitioner Scheme

Students who excel in art and culture in the Netherlands are also eligible for the Saxion Talent Scheme.

One or two students make use of the Art and Culture Practitioner Scheme every year.

Here we use the form 'they' to also refer to the third person singular.

¹ An incubator is a building that provides start-ups with accommodation, technical support, contacts and advice, with the aim of boosting the growth of their business. Incubators focus on businesses in their pre-start-up and start-up phase. Source: www.encyclo.nl/begrip/incubator

Performance Sports Scheme

Chapter 1 Terms and conditions of Saxion's Performance Sports Scheme

A student must meet the following conditions in order to be eligible for participation in the Saxion Performance Sports Scheme:

1. NOC*NSF status

The student must be in possession of NOC*NSF status.

In order to receive this status, it is important that the student, as a performance sportsperson, performs at least at the highest national level, is part of a regional or national selection (youth or otherwise), and/or participates in competitions or tournaments at international level.

Saxion recognises the following statuses of the NOC*NSF within its policy for performance sport:

- Performance sports status: 'A' status, 'B' status, or 'High Potential' status (HP)
- Talent status: 'International' (IT), 'National' (NT), or 'Promising' status

2. 'Upcoming talent' group

Saxion has added the 'upcoming talent group' (in Dutch: 'aanstormend talent') to the above-mentioned primary target group:

- Club athletes, i.e. athletes who play in a team that plays in the highest or second highest national category.
- Performance athletes with a Regional Performance Sports Organisation ('Regionale Topsport Organisatie', RTO) status.
- Athletes who are among the best in the Netherlands, but who do not fall into the above categories.

3. Association affiliated with the NOC*NSF

For all the above categories, the student must practise a sport at an association affiliated with NOC*NSF.

4. 15-hour minimum

The student must spend at least 15 hours a week doing the sporting activity (including commuting time).

E-sports

In recent years, e-sport has enjoyed an enormous growth. By e-sports, we mean gaming in a serious competition. An increasing number of Saxion students compete in e-sports at a high level. For example, in the KPN E-division.

These students can also be eligible for the Performance Sports Scheme when they meet certain conditions:

- The game must be played at the highest national level;
- The game must be internationally recognised and organised;
- The students must spend at least 15 hours per week on training and preparation;

- The e-sporter must present a contract or other evidence to prove that they are competing at the highest level.

Performance sportsperson as Saxion ambassador

The student agrees to be available for marketing activities at least once per academic year in order to provide information on or promote Saxion's Performance Sports Scheme and/or a Saxion study programme. The student gives their time on the basis of mutual agreement. The student agrees to the use of their name for Saxion's marketing activities in connection with their sporting achievements.

Chapter 2 Contents of Saxion's Performance Sports Scheme

Saxion supports performance sports students in reaching their ambitions. Working together with the study programme, this enables the students to find opportunities within the profession-oriented curriculum to practise sports or do business at a high level while still meeting the requirements that the study programme places on them. This allows them to build on a career in society alongside and after their athletic career.

The scheme is intended both for athletes who are already practising their sport at the highest level and for upcoming talent, as well as for

The student who is eligible to take part in the Performance Sports Scheme has the opportunity to benefit from the following support:

- I. Flexible education and alternative assessment
- II. Financial support

I. Flexible education and alternative assessment

Every study programme has – within the limits of what is reasonable and possible – a best-efforts obligation to provide a flexible arrangement for education and assessment for performance sport student so that

students can reconcile training and competitions at home and abroad with attending teaching and sitting tests. However, as the diversity of Saxion's programmes makes it difficult to prescribe a generally applicable guideline,

We operate on a 'case by case' basis. The nature and content of the requested provisions is therefore highly dependent on the study programme the student is following, as well as the sport they perform and the training phase they are in.

The performance sportsperson discusses with their study coach at the start of each term how their performance sports activities and study programme can be best combined.

This may include considering the following options:

- **'Mix and match'**

In order to be able to combine study and sport, it may be beneficial for the athlete to start putting together a suitable timetable at an early stage. Among other things, the students should look at the possibilities to 'mix and match' timetables. This enables students to plan their classes in such a way in

consultation with their study coach and based on timetables of several classes, that they don't miss anything as a result of training sessions, training internships and/or competitions.

- **Attendance obligation**

A study programme can opt for partial or full exemption from compulsory attendance of classes. Another possibility is to issue an assignment as a substitute for the attendance obligation.

- **Assessment and examination regulations**

Assessment dates can be reviewed if they clash with performance sports activities. In consultation with the Examination Board, it can be assessed whether a different assessment date can be scheduled. One option is that a student is offered an extra assessment opportunity, if they have missed an opportunity due to pursuing performance sport.

Students residing abroad may also request taking written or digital theoretical exams via online proctoring.

A variation in the type of exam is also an option, such as if the subject can be suitably assessed as an oral exam. Furthermore, the Examination Board may decide to change the deadline for submitting work.

In general the provisions regarding assessment concern custom work.

- **Internship and/or graduation project**

An important part of any higher professional education programme is the internship in the professional field, which may or may not be combined with the graduation project. In order to be able to combine performance sports and internships, it may be beneficial for the student athlete to start looking for a suitable internship at an early stage. The hours available, the travelling distance in relation to the training location and finding an internship provider with a flexible attitude toward hiring and facilitating athletes should be guiding factors in the student's decision.

The student may wish to have a flexible schedule for the internship and/or graduation project: the student can, for example, request an internship of 160 half-days instead of 80 full days. These and other questions regarding arrangements for internships and/or graduation are at the discretion of the head. While the study programme advises performance athletes on the choice of an internship and/or graduation project, performance athletes are also free to use their own network for this purpose.

- **Other assessment and educational provisions**

Other educational and assessment provisions are possible after consultation depending on the performance sport activities and educational programme.

Binding study advice (BSA)

In drawing up the study advice, the head takes the student's personal circumstances into account – Performance sport also falls under these personal circumstances.

This may mean that study advice is postponed in the first year of the propaedeutic year if the student has not achieved the study progress standard because he or she has been attending practice for performance sports.

Ad. II) Financial support

Saxion believes it is important that top-level student athletes are financially able to practise their sport at the highest level without incurring disproportionate additional study costs. Performance sport students are entitled through the Performance Sports Scheme, to a financial contribution from the Incentive Fund for the delays they incur as a direct result of practising their sport. (See the Saxion Incentive Fund Regulations for this, art. 3.2)

The support is a grant and can only be paid out after 48 months of enrolment in higher education (or after 60 months if an extension of the performance-related grant has been applied for and granted). The duration of the financial support amounts to a maximum of 12 months during the entire period of enrolment at Saxion. The amount of the support is mentioned in the Saxion Incentive Fund Regulations. If the Incentive Fund Committee honours the application, payments will be made in monthly instalments. This will only take place when the student concerned is registered for a Saxion study programme for which statutory tuition fees have been paid and that the student is eligible for a performance-related grant for the study programme.

A student is not eligible for financial provision if the student receives a salary and/or provisions for the activity that are higher than the gross income for 36 hours for their age applicable minimum wage.

There will be no instances of Incentive Fund Committee payment with retroactive effect.

Applying for financial support

Students with high performance sports status can submit an application if, as a result of practising sport, they have been enrolled on a study programme for more than four academic years. This must be done at the latest within four months of the end of the performance-related grant.

The student must contact the coordinator for performance sports by email:

topsport@saxion.nl

Chapter 3 Application for and granting of a 'performance sport' status at Saxion

To ensure the combination of performance sport and education is as successful as possible, the student must apply for performance sport status. This status entitles the student to extra support and facilities in the study programme.

a) Application for Saxion 'performance sport' status

The student must submit a digital application for performance sports status. The application can be sent in the following ways:

- The current or prospective student informs the coordinator for performance sports that they wish to participate in a performance sports scheme. The prospective student will then be sent the digital performance sports assessment form.
Email: topsport@saxion.nl.
- Students who were awarded performance sport status in the previous academic year automatically receive a reassessment form.

Application or reassessment of performance sport status must take place before **31 December of the relevant academic study year**. In the event a student is admitted to start on 1 February then the application may be submitted up to **1 April of that same academic year**.

b) Award of Saxion 'performance sport' status

If the student meets the conditions, he or she will be awarded the Saxion 'performance sport status.' The student will contact the school's contact person for performance sports (see Chapter 4) for a preliminary consultation. In this meeting, the contact person informs the student about the support provided in the Performance Sports Scheme.

Subsequently, the performance sportsperson contacts the study coach in order to discuss any questions they may have or wishes regarding the educational and assessment support. The contact person will then investigate whether and to what extent the requested support can be feasibly implemented within the student's study programme. If necessary (e.g. in the case of changes related to assessments), this will be submitted for approval to the programme's Examination Board.

The Saxion performance sports status is valid for one academic year. Every year, at the end of an academic year, the student completes a performance sports reassessment form and sends this to the Saxion coordinator for performance sports. The reassessment form can be found on MySaxion or requested by email: topsport@saxion.nl.

If the student again qualifies for 'performance sportsperson' status, the Saxion performance sports status will be extended for the duration of one academic year, as notified in a letter.

Chapter 4 Supporting and advising performance athletes

Saxion distinguishes a number of supporting and advisory roles for performance athletes. It is important that the student maintains regular contact with the study programme and the counsellors.

The student concerned

The performance sportsperson while studying is expected to be as committed as possible and adopt a proactive and positive attitude towards their studies. This means that students should actively seek out the best options for combining sport and studying and should indicate in good time whether they require additional support or anticipate problems.

It is therefore very important for the student to proactively communicate with and keep the study coach informed about how their studies are going in combination with sports.

The performance sports coordinator

The coordinators for performance sports are the central point of contact for students, student counsellors, programme management, and also for external parties such as the NOC*NSF and Regional Performance Sport Organisations. In the case of more complex issues that go above and beyond the programme and domain, the student can contact the coordinators for performance sports.

The coordinator for performance sports at Saxion is: Cora Noorloos (also student counsellor). E: topsport@saxion.nl

The coordinator for performance sports can give advice to students, study career counsellors, contact persons for performance sports and the Examination Board about rules, schemes and support at Saxion.

The coordinator of the Saxion Topsport Academy (STA) is Ron Reinderink, E: r.reinderink@saxion.nl

The contact person for performance sports at the school

Each school has its own contact person for performance sports. The contact person for performance sports conducts preliminary consultations with performance sports students. If desired, they may also involve the study coach. The contact person is the point of contact for both student and lecturers for any questions that relate to combining performance sport with a study programme. The contact person can also tell the student more about the support and facilities that fall within the Performance Sports Scheme.

The contact person for performance sports replaces the study coach if the student temporarily drops out of the study programme. In addition, the contact person informs the relevant programme about the status of participating athletes.

Names of contact persons for performance sports at each school

School of Creative Technology (ABR&R)	Marjon Kloppers	m.kloppers@saxion.nl
School of Creative Technology (ACT)	Karin Stas	k.stas@saxion.nl
School of Health (AGZ)	Inge Geerink	g.g.m.geerink@saxion.nl
School of Creative Technology (AMA)	Carin Foppes	c.h.foppes@saxion.nl
School of Social Work (AMM)	Kathalijne Dullaert	k.m.m.dullaert@saxion.nl
School of Education (APO) in Deventer	Mariet Lubbers	m.j.c.lubbers@saxion.nl
School of Education (APO) in Enschede	Maurizio Bidoggia	m.a.g.bidoggia@saxion.nl
School of Business, Building & Technology	Susanne Oudenbroek	s.r.oudenbroek@saxion.nl
Hospitality Business School	Eefje van den Heuvel	e.vandenheuvel@saxion.nl
School of Life Science, Engineering & Design	Paulien Smit	p.g.smit@saxion.nl
International Business School (IBS)	Marc Pijffers	m.l.pijffers@saxion.nl
School of Finance and Accounting (FEM)	Jurian Haasjes	j.haasjes@saxion.nl
SCE (STA/CE)	Ron Reinderink	r.reinderink@saxion.nl
SCE (ORM)	Heidi Ballast	h.j.m.ballast@saxion.nl

The study coach

The performance sport student is assigned a study coach by their study programme. It is desirable that the study coach has affinity with performance sports and that this study coach guides the student throughout their studies.

The study coach is the first contact person for the student for questions relating to the daily course of events. In addition to the regular interviews, the study coach will hold an annual evaluation interview with the student during which they will assess the effectiveness of the agreements made and support given in relation to the student's sport.

It is important that the study coach and the school's contact person for performance sports remain in regular contact.

If a student has complaints about being treated unfairly or about support not being provided, i.e. in conflict with the agreements made, the study coach is the first point of contact for the student. The study coach is responsible for referring students to the coordinator for performance sports for independent advice in a timely and appropriate manner.

Top Entrepreneurs Scheme

Chapter 5 Conditions of Saxion's Top Entrepreneurs Scheme

The Top Entrepreneurs Scheme is open to full-time and part-time students. In order to be eligible for the Saxion Top Entrepreneurs Scheme, the student must demonstrate that he or she has an ambitious and growing business. Self-employed students are also eligible. Using an application form, the student supports their application based on the following components: A description of the student as an entrepreneur;

- A description of the business, including its mission, vision and ambition, and its growth path and references to the United Nations Sustainable Development Goals;
- A description of the industry in which the student is operating;
- Supporting financial information (such as annual turnover and long-term forecast) and a breakdown of the time the student invests in it;
- A description of the relationship between the study programme and the student's business; in other words, 'How can your business activity enhance your studies *and* how can your studies help your business to improve?'
- A description of the student's motivation for applying to take part in this scheme and a description of what support the student will use from the Saxion Centre for Entrepreneurship and other regional parties.
- The contact details of a reference from within the study programme;
- A recent extract from BISON ('Bedrijfsinformatie Student en Onderwijs', administrative information regarding students and education) of the student's study results.

The student must meet the above pre-conditions in order to be eligible for an interview for the application. The first screening is based on the submitted application form. If the submission is ambitious and convincing enough, the candidate will be invited to an interview. The interview is conducted by the selection committee. The student will be asked to introduce themselves as an entrepreneur and pitch their business. Subsequently, the interview will focus on the above aspects.

The Top Entrepreneurs Scheme will be awarded for the duration of the academic year. After one year, a reassessment will take place to determine whether the student meets the conditions to take part in the scheme. The top entrepreneur may be asked to present their interim progress before the committee.

Chapter 6 Flexible education and alternative assessment for top entrepreneurs

Flexible education and alternative assessment

We have a number of measures in place for the students who are top entrepreneurs that make it possible to combine running a business with the study programme as smoothly as possible. These measures are listed below.

Compulsory attendance and timetables

In order to combine study and setting up a business, it may be beneficial for the student entrepreneur to start putting together a suitable timetable at an early stage. Among other things, the student should look at the possibilities to 'mix and match' timetables. This means that the student can, in consultation with the study career counsellor, plan the lessons on the basis of the timetables of several classes, so that he or she does not have to miss anything due to activities that are required for running the business. A study programme can opt for partial or full exemption from the compulsory attendance of lessons. Another possibility is to issue an assignment as a substitute for the attendance obligation.

Binding study advice (BSA)

In drawing up the study advice, the head takes the student's personal circumstances into account. Top entrepreneurs also fall under these personal circumstances. This may mean that study advice is postponed in the first year of the propaedeutic year if the student has not achieved the study progress standard as a consequence of the top entrepreneurship.

Unit examination and examination regulations

It is not always possible for student entrepreneurs to follow the entire programme, participate in group assignments or take part in the classroom programme. The study plan – exceptions to which can generally only be granted by the Examination Board – is a means to evaluate whether an extra assessment should be scheduled for the student. This will generally need to be done on a 'case by case' basis, and a variant of the prescribed type of exam is also an option. Furthermore, the Examination Board may decide to change the deadline for submitting work.

Internship and/or graduation project

In order to be able to combine top entrepreneurship and internships or graduation, it may be beneficial for the student entrepreneur to start looking for a suitable internship at an early stage. If the internship and/or graduation is to be assessed at the student's own business, the student must appoint an external entrepreneur from the same industry who can act as an adviser in the assessment process. However, the study programme itself is ultimately responsible for assessment.

Access to support programmes

Students in the Top Entrepreneurs Scheme have free access to events for entrepreneurs that are organised by Saxion and its partners. Furthermore, if places are available, they can be granted access to workshops and training sessions from, for example, the programme of the 'Startup Entrepreneur' minor. The student entrepreneur can use the facilities at the incubators on all working days.

Chapter 7 Roles in the supervision and advising of student entrepreneurs

Saxion distinguishes a number of supporting and advisory roles to help student entrepreneurs who are taking part in a Top Entrepreneurs Scheme.

The student concerned

The student entrepreneur is expected to be as committed as possible to, and adopt a proactive and positive attitude towards their studies. This means that a student must actively seek opportunities to combine the study programme with running their own business and must indicate in good time whether he or she requires additional support or anticipates problems. The student draws up a study plan together with their study career counsellor. If necessary, the agreements in this study plan (under the responsibility of the head) will be confirmed by the Examination Board of the study programme concerned. It is therefore very important for the student to proactively communicate and to keep the study career counsellor informed about how their studies are going in combination with business – running one’s own business and studying should be mutually enhancing activities. We aim to seek out the best possible match between the study programme and the student’s professional practice, so as to provide appropriate and engaging learning environments. For instance, the student’s business challenges are used as much as possible as cases in the study programme, and vice versa. The student is responsible for demonstrating how these two elements form a synergy.

The coordinator for top entrepreneurship

The coordinator for top entrepreneurship works at the Saxion Centre for Entrepreneurship (Saxion Centrum voor Ondernemerschap). This person is the first point of contact for the contact persons for top entrepreneurship at each school, and fulfils the role of secretary to the committee that assesses the applications for the scheme.

The contact persons for top entrepreneurs

Each school has its own contact person for top entrepreneurship – This is the same person as the contact person for performance sports. This contact person holds preliminary interviews with the top entrepreneurs. If desired, he or she can involve the study career counsellor. The contact person is the point of contact for both the student and lecturers for any questions that relate to combining their own company with their study plan. The contact person can also tell the student more about the support and facilities that are part of the Top Entrepreneurs Scheme. The contact person for top entrepreneurship replaces the study career counsellor if the student temporarily drops out of the study programme. In addition, the contact person informs the relevant study programme about the status of participating top entrepreneurs.

Names of contact persons for top entrepreneurs at each school

School of Creative Technology (ABR&R)	Marjon Kloppers	m.kloppers@saxion.nl
School of Creative Technology (ACT)	Karin Stas	k.stas@saxion.nl
School of Health (AGZ)	Inge Geerink	g.g.m.geerink@saxion.nl
School of Creative Technology (AMA)	Carin Foppes	c.h.foppes@saxion.nl
School of Social Work (AMM)	Kathalijne Dullaert	k.m.m.dullaert@saxion.nl
School of Education (APO) in Deventer	Mariet Lubbers	m.j.c.lubbers@saxion.nl
School of Education (APO) in Enschede	Maurizio Bidoggia	m.a.g.bidoggia@saxion.nl
School of Business, Building & Technology	Susanne Oudenbroek	s.r.oudenbroek@saxion.nl
Hospitality Business School	Eefje van den Heuvel	e.vandenheuvel@saxion.nl
School of Life Science, Engineering & Design	Paulien Smit	p.g.smit@saxion.nl
International Business School (IBS)	Marc Pijffers	m.l.pijffers@saxion.nl

School of Finance and Accounting (FEM)
SCE (STA/CE)
SCE (ORM)
Saxion Part-time School

Jurian Haasjes
Ron Reinderink
Heidi Ballast
Patricia Slot

j.haasjes@saxion.nl
r.reinderink@saxion.nl
h.j.m.ballast@saxion.nl
p.slot@saxion.nl

The contact person at the Saxion Centre for Entrepreneurship (Saxion Centrum voor Ondernemerschap)

In addition to a study coach and a contact person from the study programme, the top entrepreneur will have a contact person from the Centre for Entrepreneurship who can provide the student with business-related guidance and advice. This contact person is both an inspirer and a motivator, as well as a critical dialogue partner who can help the student entrepreneur.

The study coach

The top entrepreneur is assigned a study coach. The study coach is the first contact person for the student for questions relating to the daily course of events. The student draws up a study plan together with the study coach. In coordination with the contact person for top entrepreneurship and the coordinator for top entrepreneurship, the study coach assesses the student's own business and their attainment of the learning performance agreements on the basis of the student's results and progress. In addition to the regular interviews, the study coach will hold an annual evaluation interview with the student during which they will assess the effectiveness of the agreements made and support given in relation to the student's business. This is also when the conditions for the award of the Top Entrepreneurs Scheme will be reassessed. It is important that the study coach and the programme's contact person for top entrepreneurship remain in regular contact.

If a student has complaints about being treated unfairly or about support not being provided, i.e. in conflict with the agreements made, the study coach is the first point of contact for the student. The study coach is responsible for referring students to the coordinator for top entrepreneurship the student counsellor, for independent advice in a timely and appropriate manner, or to the student counsellor if need be.

Chapter 8 How do students apply for the Top Entrepreneurs Scheme?

In order to be able to do business at a top level in addition to their studies, students must make certain arrangements both for their business and their study programme. What should the student in order to run a business and study at the same time as successfully as possible?

The Saxion Top Entrepreneur status is assessed and awarded as follows:

- The student informs the coordinator for top entrepreneurship that he or she would like to take part in the Top Entrepreneurs Scheme. Subsequently, the prospective top entrepreneur fills out the Top Entrepreneur registration form on the website of the Saxion Centre for Entrepreneurship (Saxion Centrum voor Ondernemerschap, SCvO). See: <https://www.saxion.nl/bedrijven/ondernemerschap/centrum-voor-ondernemerschap/topondernemersregeling-tor>
- The status is assessed and awarded at the time the student has officially started the study programme (as of September), or at any other time during the study programme.

- The coordinator will submit the completed form to the selection committee. The chair of the committee will assess the application on behalf of the selection committee. If the student meets the requirements, he or she will be invited to the selection meeting.
- The selection committee comprises experienced entrepreneurs, a director of a national bank and Saxion colleagues who are closely involved in implementing entrepreneurship education and have experience as chairperson of an Examination Board. The committee is chaired by a staff member of the Saxion Centre for Entrepreneurship.
- If the student meets all the conditions and the committee arrives at a positive decision, he or she will be awarded the Saxion Top Entrepreneurs status.
- The top entrepreneur will receive publicity via the Centre for Entrepreneurship including via a newsletter and an interview. These news items will not only be posted in Saxion media but also regional media.
- Subsequently, the top entrepreneur contacts the study coach or the programme director in order to discuss any questions they may have and wishes regarding the educational and assessment support. The contact person will then investigate whether and to what extent the requested support can be feasibly implemented within the student's study and assessment programme. Where necessary, the agreed support is laid down in an agreement (study plan). If necessary (e.g. in the case of deviations with regard to the issuing of study advice or adjustments for assessments), this agreement is submitted to the director of the study programme for approval. Please note: support is not granted by the Saxion Centre for Entrepreneurship. Educational arrangements are the exclusive competence of the director; special arrangements for assessments are the exclusive competence of the Examination Board of the study programme concerned. If necessary, proper consultation on the scheme and the possible study-related adjustments will take place before the head or Examination Board decides.
- The Saxion top entrepreneur status is valid for one academic year. As the end of the academic year approaches, the committee may decide to grant the status for the entire following academic year.
- Annually, at the end of an academic year, the student writes a reflection report on their progress in the past year (business and study) and sends this to the Saxion coordinator for top entrepreneurship. The coordinator provides the guidelines for this. If the status of 'top entrepreneur' is applicable to the student once again, the Saxion top entrepreneur status will be extended for the duration of one academic year, as notified in a letter. In case of any doubt, the student will first be called in for an interview by the committee. This does not mean that all support granted by the director or Examination Board is automatically extended. After a year, this support expires and must be reapplied for in the new situation.
- The student counsellors can request the list of the top entrepreneurs at Saxion from the coordinator for top entrepreneurship at the Saxion Centre for Entrepreneurship.

Student Carer Scheme (previously Informal Care Scheme)

Chapter 9 Conditions of Saxion's Student Carer Scheme

A student must meet the following conditions in order to be eligible for the Saxion Student Carer Scheme:

1) Be prepared to care for a relative day and night

In accordance with the definition on the national government website and MantelzorgNL, Saxion defines a student informal carer that falls under the Student Carer Scheme as follows:

- Informal care is caring for a relative
- Informal care is usually long-term and can be intensive. Assistance consists of personal care but may also involve help with necessary daily activities.
- You are the only person who can provide the care.
- You may often need to be available 24 hours a day.
- It is unpaid and also not a free choice as in voluntary work.
- You cannot just stop providing the care.
- The care has a medical basis and sometimes also involves nursing care
- Due to the care the recipient can manage, if possible continue living at home and participate in society.

Sources: <https://www.rijksoverheid.nl/onderwerpen/mantelzorg/vraag-en-antwoord/wanneer-ben-ik-mantelzorger>
<https://www.mantelzorg.nl/>

2) Time spent at least 15 hours

The informal carer is actively involved in caring for a relative for at least 15 hours per week. The activities can vary from, for example making applications at the municipality or care institutions, accompanying the person to a doctor, supervising activities, physical care etc. In addition to the actual care that they give, the concern about their relative takes up the time and energy of the informal carer.

Informal carers are Saxion ambassadors

If possible and desired, the student should be available once per academic year for marketing activities to provide information and a recognisable image for other informal carers, and help promote the Saxion Student Carer Scheme and/or a Saxion programme. The student gives their time on the basis of mutual agreement and is not obliged to do so.

Informal care is defined on an individual basis. It is possible to deviate from the above in specific cases.

Chapter 10 Content of Saxion's Student Carer Scheme

Saxion supports student informal carers in achieving their ambitions. Working together with the study programme, this enables the students to find opportunities and space within the profession-oriented curriculum to continue to provide informal care while still meeting the requirements that the study programme places on them. This allows them to build a career in society alongside being an informal carer.

This scheme is comparable with the Performance Sports Scheme and the Art and Culture Practitioner Scheme.

Students who are eligible to take part in the Student Carer Scheme can benefit from the following support:

- I Flexible education and alternative assessment
- II Financial support
- III Network of student informal carers

Ad. I) Flexible education

Every study programme has – within the limits of what is reasonable and possible – a best-efforts obligation to provide a flexible arrangement for education and assessment for student informal carers. This enables students to combine informal care activities for a relative with attending classes and completing assessments. However, the diversity of Saxion's programmes makes it difficult to prescribe a generally applicable guideline. We operate on a 'case by case' basis. The nature and content of the requested provisions are therefore highly dependent on the study programme and programme phase of the student and the care that the relative needs. In consultation with the study coach and/or special needs contact person, the study contract of a student with informal care duties may be adjusted provided the final attainment levels of the programme are still met. If there are any changes during the academic year (e.g. with regard to the relative's care needs), the student must inform the study coach immediately.

'Mix and match'

In order to be able to combine study and informal care, it may be beneficial for the informal carer to start putting together a suitable timetable at an early stage, together with the programme. Among other things, the students should look at the possibilities to 'mix and match' timetables. This means that students in consultation with their study coach, can plan their learning based on the timetables of several classes in a way that enables them to continue to provide optimal care for their relative.

Attendance obligation

A study programme can opt for partial or full exemption from compulsory attendance of classes. Another possibility is to issue an assignment as a substitute for the attendance obligation. For most programmes it is possible to log on to Blackboard and/or participate in hybrid education and/or take part in remote learning.

Binding study advice (BSA)

When determining study advice, the head will take account of a student's personal circumstances. Informal care also falls under these personal circumstances.

This may mean that study advice is postponed in the first year if a student has failed to achieve the required study progress due to them having to provide informal care.

Assessment and examination regulations

The assessment dates can be reviewed if they clash with informal care activities that cannot be postponed. In consultation with the Examination Board, it can be assessed whether a different assessment date can be scheduled. One option is that a student is offered an extra assessment opportunity, if they have missed an opportunity due to providing informal care.

A variation in the type of exam is also an option, such as if the subject can be suitably assessed as an oral exam. Furthermore, the Examination Board may decide to change the deadline for submitting work. Other assessment methods are possible where necessary. This will generally need to be done on a 'case by case' basis for which the informal carer, in consultation with the study coach and the student counsellor, can make a request to the Examination Board.

Sometimes, it may even be possible to sit tests at other locations in the Netherlands or at home. The tests must, to the fullest extent possible, be sat on the same day as the regular tests. The options must be considered in consultation with the Examination Board and the exam office.

Internship and/or graduation project

An important part of any higher professional education programme is the internship in the professional field, which may or may not be combined with the graduation project. In order to be able to combine informal care with an internship, it is important to start looking with the study programme, for a suitable internship at an early stage. The hours available, the travelling distance in relation to home and finding an internship provider with a flexible attitude toward informal carers should be guiding factors in the student's decision.

The student may wish to have a flexible schedule for the internship and/or graduation project: the student can, for example, request an internship of 160 half-days instead of 80 full days. These and other questions regarding arrangements for internships and/or graduation are at the discretion of the head. While the study programme advises informal carers on the choice of an internship and/or graduation project, student informal carers are also free to use their own network for this purpose.

Ad. II) Financial support

Saxion believes it is important that student informal carers are financially able to care for their relative without incurring disproportionate additional study costs. Full-time student informal carers may claim a financial contribution from the Incentive Fund Regulations for delays they have incurred as a direct result of caring for their relative. Financial support will only be possible if the student is no longer able to claim the performance-related grant from DUO.

The support is a grant and can only be paid out after 48 months of enrolment in the programme (or after 60 months if an extension of the performance-related grant has been applied for and granted). The amount of the support is mentioned in the Saxion Incentive Fund Regulations, article 3.1 Special Circumstances. If the Incentive Fund committee honours the application, the payments will be made in monthly instalments. These will only take place when the student concerned is registered for a Saxion study programme, pays statutory tuition fees and is or was entitled to a performance-related grant as referred to in the Student Finance Act. There will be no instances of payment with retroactive effect.

Applying for financial support

A student with informal carer status can submit an application if they have been enrolled on a study programme for more than four academic years as a result of providing informal care. This should take place within one year of the occurrence of the delay.

The student should contact the student counsellor of the school by making an appointment via Servicepoint.

The application will after consultation with a student counsellor, be submitted to the Financial Support for Saxion Students (FOSS) committee.

Ad III) Network of student informal carers

Saxion has an active network of student informal carers. Student informal carers are free to join this and exchange experiences with fellow students and/or provide information as ambassador to Saxion employees and prospective students. The network of students who are informal carers usually meets once a month, alternately in Enschede and Deventer, or online if need be. The meetings last an hour and are very informal. Many topics come under discussion, but they are also intended to provide an opportunity to relax and not talk about the domestic situation from a change, but to understand each other since everyone has had similar experiences. Students who have informal care duties but (no longer) have informal carer status may also join the network.

Students can apply to join the network via their own student counsellor.

Chapter 11 Application for and granting of student carer status at Saxion

To ensure the combination of informal care and education is as successful as possible, the student must apply for informal carer status. This status entitles the student to extra support and facilities in their study programme.

a) Application for Saxion student carer status

The student must submit a digital application for student carer status. This is preferably done before their study programme starts, however a request may be submitted at any time during the academic year. The application can be made in the following ways:

- The current or prospective student informs the student counsellor at their own school that they would like to make use of the Student Carer scheme. The (prospective) student will then be sent the digital student carer status application form. One part of the form involves a signed statement from an external supervisor, the relative or their representative, that the student spends an average of 12-15 hours per week on informal care tasks.

The status will be assessed and confirmed by the school's student counsellor once the student has officially started their study programme, or as soon as possible after applying during their study. A re-assessment takes place annually at the start of the academic year.

The student receives notification per email about their student carer status, with the study coach and special needs contact person of the study programme included in the Cc.

b) Award of Saxion student carer status

If a student meets the required conditions, they will be given Saxion student carer status.

The student should contact their school's student counsellor for a meeting to discuss the required conditions. In this meeting, the student counsellor informs the student about the support provided in the Student Carer Scheme. Subsequently, the informal carer contacts the study coach in order to discuss their questions and wishes regarding the educational and assessment support. It will then be decided as to whether and to what degree, the requested provisions/facilities in the relevant education are feasible and if necessary (e.g. modifications for exams) referred to the Examination Board of the study programme.

Saxion student carer status is valid for the duration of one academic year. Each year, at the end of the academic year, the student will complete an student carer reassessment form to be filled in and sent to

the coordinating student counsellor (student carer dedicated officer). This student counsellor will inform the student no later than September of the new academic year as to whether the student carer status is being extended.

If the student is again granted 'student carer' status, the Saxion student carer status will be extended for the duration of one academic year. The student concerned and their supervisors will be informed of this by the student carer dedicated officer. If necessary the facilities provided may be changed in consultation with the student counsellor and study coach at the start of the new academic year.

Chapter 12 Supporting and advising care givers

Saxion distinguishes a number of different roles in the support and advising of student informal carers. It is important that the student maintains regular contact with the study programme and the counsellors.

The student concerned

The student informal carer is expected to be as committed as possible and adopt a proactive and positive attitude

towards their studies. This means students must actively seek opportunities to combine the study programme with providing informal care and must indicate in good time whether they require additional support or anticipate problems. The student concerned discusses the study contract with the study coach. If necessary changes may be referred to the Examination Board of the programme concerned. It is therefore very important for the student to communicate proactively with and keep the study coach informed about how their studies are going in combination with providing informal care.

The student counsellors

The student counsellor is a central contact point for students, student supervisors, informal care contact persons and programme management. In the case of more complex issues that go above and beyond the programme and domain, the student can contact the student counsellor.

The student counsellor can help and give advice to students, study career counsellors (study coaches), informal carer contact persons and the Examination Board about rules, schemes and support available at Saxion.

One of the student counsellors is an student carer dedicated officer and maintains an overview of the name, student number and programme of all students with student carer status and informs the contact person of each school annually regarding which students at their school have student carer status. The student carer dedicated officer at Saxion is: Mariska Ansink (m.s.ansink@saxion.nl).

The study coach

The student informal carer has a study coach. It is desirable that the study coach has affinity with informal care duties and that this study coach guides the student throughout their studies. The study coach is the first contact person for the student for questions relating to the daily course of events. The student draws up a study plan together with the study coach. In addition to regular interviews, the study coach will hold an annual evaluation interview with the student when they will assess the effectiveness of the agreements made and support given in relation to the student's informal care-giving. It is important that the study coach and the school's student counsellor remain in regular contact.

If a student has complaints about being treated unfairly or about support not being provided, i.e. in conflict with the agreements made, the study coach is the first point of contact for the student. The study coach is responsible for referring students to the student counsellor for independent advice in a timely and appropriate manner.

The School's Support Issues contact person

Each school has its own contact person for informal care. In general, this will be the Support issues contact person. This informal care contact person conducts an introductory meeting with the student informal carer. If desired, the student can involve the study career counsellor. The contact person is the point of contact for both the student and the lecturers for any questions that relate to combining informal care with the study programme. The contact person can also tell the student more about the support and facilities that are part of the Student Carer Scheme.

The informal carer contact person replaces the study career counsellor if the student temporarily drops out of the study programme. In addition, the contact person informs the relevant study programme about the status of participating student carers.

Name of the special needs contact person per school

School of Creative Technology (ABR&R)	Marjon Kloppers	m.kloppers@saxion.nl
School of Creative Technology (ACT)	Karin Stas	k.stas@saxion.nl
School of Health (AGZ)	Inge Geerink	g.g.m.geerink@saxion.nl
School of Creative Technology (AMA)	Marjan Coopmans	m.j.coopmans@saxion.nl
School of Social Work (AMM)	Kathalijne Dullaert	k.m.m.dullaert@saxion.nl
School of Education (APO) in Deventer	Mariet Lubbers	m.j.c.lubbers@saxion.nl
School of Education (APO) in Enschede	Maurizio Bidoggia	m.a.g.bidoggia@saxion.nl
School of Business, Building & Technology	Susanne Oudenbroek	s.r.oudenbroek@saxion.nl
Hospitality Business School	Esther Bosch	e.e.a.bosch@saxion.nl
School of Life Science, Engineering & Design	Marloes Bosch	m.bosch@saxion.nl
School of Commerce and Entrepreneurship	Leonie Mouthaan	l.mouthaan@saxion.nl
International Business School (IBS)	Hetty Mulder-Beens	h.mulder@saxion.nl

Art and Culture Practitioner Scheme

Chapter 13 Art and Culture Practitioner Scheme

Saxion's Talent Scheme also provides exceptional scope for students who excel in art and culture in the Netherlands. Examples are playing in a national orchestra of considerable stature, or cabaret artists participating in national student cabaret festivals musicals etc.

However, to be eligible for the scheme, the student must not generate any income from their art and cultural activities and must spend at least 15 hours per week on these activities.

If the status of 'practitioner of art and culture' is awarded, these students can make use of the tailor-made solutions determined in consultation with the study programme. As with students who have been awarded performance sports or top entrepreneur status, the following provisions apply in the case of art and culture:

1. Flexible education and alternative assessment
2. Financial support

(for further details on this support, see Chapter 2: 'Contents of Saxion's Performance Sports Scheme')

If you are a practitioner of art or culture and wish to apply for the scheme or receive further information on the scheme, please contact: topsport@saxion.nl

Chapter 14 Provision of information and advice talent scheme

Information about Saxion's talent policy can be found on MySaxion and on the website www.saxion.nl.

For prospective students, the Open Day provides an important opportunity to get information on the options available at their chosen study programme. Prospective students can also contact the school of their choice directly to discuss the possibilities of combining performance sport, top entrepreneurship or informal care with their chosen course of study.

More information

- Performance Sports Scheme.
For more information, the prospective or current student can send an email to topsport@saxion.nl
The coordinator for performance sports can provide the current or prospective student with general information about the Performance Sports Scheme.
 - Saxion Topsport Academy
The prospective student who will study at the Saxion Topsport Academy (STA) will contact coordinator for performance sports, Ron Reinderink, E: r.reinderink@saxion.nl
 - Top Entrepreneurs Scheme
For more information about the Top Entrepreneurs Scheme, the prospective or current student can send an email to the coordinator of the Top Entrepreneurs Scheme, Antje Kollenhof: j.t.kollenhof@saxion.nl or call +31 (0)6 – 57 80 55 79.
 - Student Carer Scheme (previously Informal Care Scheme)
For more information about the Student Carer Scheme, contact student counsellor Mariska Ansink: m.s.ansink@saxion.nl
 - Art and Culture Practitioner Scheme
For more information, the prospective or current student can send an email to topsport@saxion.nl
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