

APPENDIX VIII Wageningen University Travel Funding Regulations

Under certain conditions, the Executive Board reimburses the travel costs incurred by Wageningen University students as part of an internship or MSc-thesis in a tropical or developing country.

Eligibility conditions for this reimbursement are:

1. The person involved is enrolled at Wageningen University (WU) as a BSc or MSc 'student'.
2. The student is not receiving a student grant or bursary from any third party which includes an amount designated as 'research fees'.
3. The student's study programme at WU -which includes the internship or thesis- is explicitly aimed at the tropics or at development.

This is the case if the student:

- a. is enrolled in the MSc International Development Studies (MID), International Land and Water Management (MIL) or Management of Agro-ecological Knowledge and Social Change (MAK).

or

- b. is enrolled in another MSc than those mentioned in 3a and, previous to the internship or thesis within the MSc programme, has earned at least 18 ECTS credits aimed at tropical/developing countries*.

* The WU educational components concerned are included in the list in [Appendix 1](#). A WU subject that does not appear in this list still may count in this category provided the examiner certifies in writing that the course content was aimed at tropical/developing countries (for instance Selected Topics). A course taken at another school of higher professional education or university and making up part of the student's individual set of WU examination subjects can count as a 'tropics subject' or 'development subject' provided the study adviser certifies in writing that the course content was aimed at tropical/developing countries.

or

- c. is enrolled in a BSc, and the internship for which the student is applying for travel funding is part of the prescribed BSc programme (mandatory or limited choice programme). In this case, previous to the internship and within his BSc programme, the student must have earned at least 18 ECTS credits aimed at tropical/developing countries. See point 3b for the appropriate courses.
4. The internship or MSc-thesis for which application for travel funding is being made will take place in a tropical country or in a developing country included in the List of Countries in [Appendix 2](#) of these regulations.
5. The internship or thesis is part of the student's individual set of WU examination subjects and both the study advisor and the WU supervisor for the internship or thesis have approved this and the destination.
6. The stay in the foreign country as part of the internship/thesis is for a period of at least 3 continuous months.
7. Before beginning on the internship/thesis, the WU student physician must have examined the student and issued a declaration of good health.
8. The student must have had the necessary inoculations.

9. The student must have passed the subject 'Analysis and prevention of health risks in the tropics' (ENT-50303) before leaving for the foreign country.
10. The student must have third-party liability insurance and health insurance covering medical expenses incurred in the foreign country for the duration of the internship/thesis.
Please note: students who go to foreign countries as part of their obligatory internship and/or thesis are covered under certain conditions by the collective travel insurance of Wageningen University (see Student Charter).
11. If the gross taxable income of the student's parents for the calendar year 2005 amounts to more than €43,848 no travel funding will be granted. The threshold income above which no further right to financial reimbursement exists will be increased by an amount of €1808 for every other child in the family supported by the student's parents.
This condition does not apply to students who are financially independent of their parents according to a certificate provided by the *Informatie Beheer Groep* or the WU Student Counselling and Health Service.
12. Travel costs for an internship or thesis will be reimbursed only once to a student (either for an internship or for a thesis), regardless of how many study programmes of Wageningen University he will follow.

The reimbursement amounts to 75% of the travel costs to a maximum of €1000. Travel costs include the price of the airline ticket(s) to the destination and back, including airport taxes and surcharges. The student travels as cheap as possible.

A possible contribution to the travel costs made by the person or institution offering the internship or the thesis will be deducted from the costs eligible for reimbursement.

The student must apply to the Central Student Administration (CSA) for travel funding once the internship/thesis is completed. To do this, the student has to fill in and sign the form '2007-2008 Application Form Travel Funding Internship/Thesis in Tropical/Developing Countries'; this is available from the CSA and on the WU website. The form must be co-signed by the internship/thesis supervisor and the study advisor. The student must submit the application, including the original invoices and tickets, within 13 weeks after completing the internship/thesis.

The conditions of the regulations will be updated each academic year (see below). The conditions of the travel funding regulations in force on the first day of the internship or the thesis govern both the evaluation of the application and the amount of the funding that might be granted. Travel funding, once granted, will be paid out within two months of receiving the application.

If necessary, the student can submit a request to the Student Dean for payment of an advance on the travel funding prior to leaving. To do this, the student must satisfy all the conditions named under points 1 up to and including 12 and use the above-mentioned application form. In addition, the student must submit an estimate from the travel bureau/airline from which the ticket will be bought. The advance (if granted) will be a maximum of 50% of the amount of the travel funding expected to be granted. The definitive amount of the travel funding will be determined after the student's return from the internship/thesis, according to the conditions mentioned in the previous paragraph. At that point, the advance will be adjusted subsequent to the student's account of payments made.

These regulations apply indefinitely with the understanding that the Staff Department of Education and Research will update the conditions included in the regulations before the start of an academic year, making use of the following sources:

- the list of educational components aimed at tropical/developing countries (source: the chair groups),
- the list of developing countries (sources: list of Least Developed Countries of the United Nations and the list of Low-income Economies of the World Bank),
- tax year parental income,
- threshold parental income (source: Statistics The Netherlands, average annual income),
- increase in threshold income because of other children in the family supported by the student's parents (source: Statistics The Netherlands, annual correction for inflation).

The updated version of the travel funding regulations will be published in the Student Charter of the academic year the regulations are in force.

Arrangements on implementation of the regulations

As from 1 January 2007 the travel funding regulations outlined above will replace the Wageningen University Travel Grant as referred to in Chapter 10.4 of the WU 2006/2007 Student Charter.

The following arrangements apply:

- students who left for their internship or thesis on or after 1 January 2007 and who have not yet submitted their request for travel funding under the old regulations appeal to the new funding regulations,
- students who left for their internship or thesis on or after 1 January 2007 and who have submitted their request for travel funding under the old regulations, but whose request was refused, may appeal to the new funding regulations and submit a new request to the CSA upon returning from their internship/thesis,
- students who left for their internship or thesis before 1 January 2007 may not appeal to the new funding regulations. This applies as well to students who left after 1 January 2007 and were granted funding under the old regulations.

Appendix 1: Subjects, focussed on Tropical and/or developing countries

| Code | Name of Subject |
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| APS-50303 | Capita Selecta: Dynamics of Smallholder Livestock Systems |
| DEC-20306 | Rural Households and Livelihood Strategies |
| DEC-20806 | Agricultural and Rural Development: Economic Perspectives |
| DEC-21306 | Land Degradation and Economic Development |
| DEC-30306 | Central Themes in Development Economics |
| DEC-30806 | Economics of Agricultural and Rural Development II |
| DEC-31306 | Cost-Benefit Analysis and Environmental Valuation |
| DEC-51806 | Microfinance and Marketing in Developing Countries |
| DEC-52306 | Farms, Firms and Rural Networks |
| DEC-90306 | Macroeconomic and International Development Policy |
| ENP-33306 | Environment and Development |
| ENT-50302 | Analysis and Prevention of Health Risks in the Tropics |
| ENT-50303 | Analysis and Prevention of Health Risks in the Tropics (as of 1/9/2007) |
| ENT-51306 | Frontiers in Medical and Veterinary Biology |
| ESW-10306 | Erosion and Soil and Water Conservation |
| ESW-11306 | Technology and Development |
| ESW-11806 | Design International Land and Water Management (ILW) |
| ESW-20806 | Assessment and Design of Soil & Water Conservation Interventions |
| ESW-30306 | Integrated Watershed Management |
| ESW-30806 | Physical Aspects of Land Management |
| ESW-31306 | Impact Assessment of Land and Water Management |
| ESW-50806 | Processes and Models for Erosion and Soil & Water Conservation |
| ESW-80806 | Integrated Research Methodology: Bachelor Completion 1 |
| ETE-31306 | Urban Environmental Infrastructure in Transition |
| FEM-22803 | Agroforestry |
| FNP-31306 | Community-based Conservation and Rural Development |
| HNE-36306 | Food and Nutrition Security in Developing Countries I |
| HNE-36406 | Food and Nutrition Security in Developing Countries II |
| IWE-10306 | Irrigation and Watermanagement |
| IWE-11303 | Orientation on BIL |
| IWE-20306 | Irrigation System Design and Operation |
| IWE-20806 | Irrigation and Development |
| IWE-30306 | Water Systems Design at Catchment Level |
| IWE-30806 | Water Delivery |
| IWE-31306 | Water Institutions, Reforms and Equity (WIRE) |
| IWE-32306 | Research Themes in Land and Water Management |
| IWE-33806 | Gender in Land and Water Management |
| LAW-21306 | Law and Public Power |
| LAW-21806 | Law and Legal Complexity in Relation to Natural Resources |
| LAW-30306 | Globalisation and Governance |
| LAW-31306 | Socio-legal Dimensions of Natural Resource Use and Management |
| PPS-30306 | Quantitative Analysis of Land Use Systems (QUALUS) |
| PPS-30806 | Quantitative Analysis of Cropping and Grassland Systems |
| RDS-10306 | Introduction to the Use and Management of Natural Resources |
| RDS-21306 | Methods, Techniques and Data Analysis for Field Research A |
| RDS-21804 | Introduction to the Sociology of Knowledge and Agriculture M |
| RDS-30306 | Sociological Theories of Rural Transformation |
| RDS-30806 | Governance, Livelihoods and Resources |
| RDS-31806 | Theory and Practice of Development |
| RDS-32306 | Anthropology and Rural Development |
| RDS-32806 | Sociology in Development: Towards a Critical Perspective |
| RDS-33306 | Methods, Techniques and Data Analysis for Field Research B |
| RDS-33806 | Rural Development Projects and Programmes in Developing Countries |
| RDS-34306 | Conflict, Development and Disaster |

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| RDS-90406 | Natural Hazards and Disasters |
| RDS-91406 | Humanitarian Aid |
| REG-20306 | Resource Ecology |
| REG-30306 | Animal Ecology |
| RHI-10506 | Introduction to International Development Studies |
| RHI-20306 | Globalization in Historical Perspective |
| RHI-51806 | Rural History of Developing Societies |
| RSO-12806 | Comparative Health Studies |
| RSO-20806 | Agricultural and Rural Development: Sociological Perspectives |
| RSO-30806 | The Sociology of Farming and Rural Life |
| SOQ-31806 | Nutrient Management |
| TAD-10306 | Introduction Technology Studies |
| TAD-20804 | Introduction to Agro-ecological Technology Studies M |
| TAD-30306 | Technology, Social Choice and Development |
| TAD-30806 | Technography, Researching Technology and Development |
| TAD-31306 | Investigating Knowledge |
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Subjects mentioned in this list are considered automatically as focussed on tropical and/ or developing countries. Subjects not mentioned in the list will be considered as such (e.g. capita selecta) on the condition that the lecturer of the subject declares that the subject for the student involved focussed on tropical/ developing countries.

Appendix 2: Tropical and/or Developing countries

Tropical countries: Countries which are situated (for the biggest part) in the area between 23° N.B. en 23° Z.B..

Developing countries: Countries on the UN-list of Least Developed Countries or on the World Bank list of Low-income countries

American Samoa, Afghanistan, Angola, Antigua and Barbuda, Aruba, Ascension Island, Bahamas, Bangladesh, Barbados, Benin, Bhutan, Bolivia, Botswana, Brazil, Brunei, Burkina Faso, Burundi, Cambodia, Cameroon, Cape Verde, Cayman Islands, Central African Republic, Chad, Christmas Islands, Cocos Islands, Colombia, Comoros, Dem. Rep. of the Congo, Republic of Congo, Cook Islands, Costa Rica, Côte d'Ivoire, Cuba, Djibouti, Dominica, Dominican Republic, Ecuador, El Salvador, Equatorial Guinea, Eritrea, Ethiopia, Fiji, French Polynesia, Gabon, The Gambia, Ghana, Grenada, Guadeloupe, Guam, Guatemala, Guinea, Guinea-Bissau, Guyana, Haiti, Honduras, India, Indonesia, Jamaica, Kenya, Kiribati, Korea Dem. Rep., Kyrgyz Rep., Laos P.D.R., Lesotho, Liberia, Madagascar, Malawi, Malaysia, Maldives, Mali, Marshall Islands, Martinique, Mauritania, Mauritius, Mayotte, Mexico, Micronesia, Mongolia, Montserrat, Mozambique, Myanmar, Namibia, Nauru, Nepal, Netherlands Antilles, New Caledonia, Nicaragua, Niger, Nigeria, Niue, Northern Mariana Islands, Oman, Pakistan, Panama, Papua New Guinea, Paraguay, Peru, Philippines, Puerto Rico, Réunion, Rwanda, Saint-Barthélemy, Saint Helena, Saint Kitts and Nevis, Saint Lucia, Saint Martin, Saint Vincent and the Grenadines, Samoa, Sao Tome and Principe, Saudi Arabia, Senegal, Seychelles, Sierra Leone, Singapore, Solomon Islands, Somalia, Sri Lanka, Sudan, Suriname, Tajikistan, Tanzania, Thailand, Timor-Leste, Togo, Tokelau, Tonga, Trinidad and Tobago, Turks and Caicos Islands, Tuvalu, Uganda, Uzbekistan, Vanuatu, Venezuela, Vietnam, British Virgin Islands, United States Virgin Islands, Wallis and Futuna, Yemen, Zambia, Zimbabwe