

Step-by-step application procedure inclusion Language Test appendix to the Code of Conduct HE

Relevant documents:

- Code of Conduct International Student Higher Education 2024 (hereafter Code of Conduct HE).
- Language test Appendix to the Code of Conduct HE
- Language Tests Standard Code of Conduct Organizational and Process Requirements, Product Requirements 2024 (Hereinafter Standard)
- Process description assessment of language tests 2024 (hereafter process description)
- Application form for the Language test Appendix to the CoC

Application period: annually from 1 October to 1 February

Roadmap

- 1) Inform the office of the National Commission of the intended application. Please use the application form for the language test appendix to the Code of Conduct HE. You can send the form via e-mail to: info@internationalstudy.nl
- 2) The language test provider contacts Hobéon and commissions it to carry out a quality assessment and draw up an advisory report. This is done on the basis of the standard and process description. Part of the assessment are the language test providers proposed scores of the language test in relation to the Language Tests Appendix to the Code of Conduct.
- 3) The language test provider sends the advisory report by email to the Office of the National Commission at: info@internationalstudy.nl. The Language Test Assessment Committee will then make a decision on the application for inclusion in the Appendix Language Tests Code of Conduct based on the report. This is considered a marginal review.
- 4) If the Assessment Committee decides in favor of the request, the language test will be included in the Appendix Language Tests Code of Conduct as of October first of the year in question.

For example:

a) The application for a language test is approved at March 14, 2026. The Appendix is updated on the first of October 2026. This means that students who want to apply for the academic year 2027 – 2028 could use the approved language test for enrolment at a Dutch higher education institution.

b) The application for a language test is approved at December 12, 2026. The earliest moment the Appendix is reviewed is October first 2027. This means that students who want to apply for the academic year 2028-2029 could use the approved language test for enrolment at a Dutch higher education institution.