Step-by-step plan application RPF or DUO support in case of unforeseen circumstances

Step 1
Contact the academic counsellor in case of (suspected) study delay.

Step 2
Fill in the application form.

Step 3
Collect all documents in 1 PDF and submit the application via contactcentre-esa@tudelft.nl.
Deadline submission:
- Application RPF (+ possible DUO support) ➔ before end date performance grant or before the end of the nominal study duration ((non-)EEA students without entitlement to student grant).
- If you only apply for DUO support ➔ then longer submission period applies.

If you want to know which assistance (DUO or financial assistance (RPF) from the Profiling Fund) you may be eligible, visit this website.

Step 4
Search for DUO message stating the end date of the performance grant.
Are you a (non-)EEA student without student grant? ➔ please go to step 5.

Step 5
Contact the academic counsellor again for a statement.

Step 6
If you do not have all required attachments in time, submit an incomplete application.

Step 7
In case of:
- Medical circumstances
  Make an appointment with a student doctor (sgzstudent.nl) for a statement*.
- Psychological circumstances
  Make an appointment with a student psychologist (psychologists.tudelft.nl) for a statement*.
- Exceptional (family) circumstances
  Please continue with step 3
- Inadequate study programme / Elite sports
  Contact your thesis supervisor or elite sports coordinator for a statement.

*In case of DUO support, send along the form Medische informatie to doctor/psychologist.

STUDENT

Make a short, concise personal statement (max 1 A4) about progress/origin of the study delay.

For all conditions, see the TU Delft Profiling Fund Scheme 2021