

Application form for exemption for individuals seeking admission to specific areas of education and research

Background

Individuals (MSc students, PhD candidates, researchers and research assistants) seeking admission to one or more proliferation-sensitive areas of education or research are required to apply for an exemption, using this form. Please note the following:

- a) Exemption can only be granted if you complete this application form **in full**.
- b) The form must be completed in Dutch or English.
- c) The form must be signed.
- d) The completed form and all relevant supporting documents (e.g. a scan/photocopy of your ID card/passport, diploma and list of publications) must be submitted by email to: [OCW-loket kennisembargo@minocw.nl](mailto:OCW-loket_kennisembargo@minocw.nl)¹ or by post to: Ministry of Education, Culture and Science, Knowledge Embargo Desk, Postbus 16375, 2500 BJ Den Haag.
- e) When photocopying or scanning identity documents bearing a photo (such as your passport), be sure to block out the photo. You can insert the words 'Copy for Knowledge Embargo Desk' on the scan with a watermark or a block of text.
- f) If you are already affiliated with a Dutch university, please use your university email account to submit the application form and the required supporting documents. Please include your surname and date of birth in the subject line of your email.
- g) The Ministry of Education, Culture and Science will process your application on receipt.

Please note that your application will only be processed if the information you provide in your application is complete, accurate and up-to-date, and all requested documents are included. Please **notify us of any changes** to your personal information, such as your home address or email address. This is only necessary if your application is still being processed.

¹ NB: There are privacy risks associated with sending personal information by email.

I Personal details

1. Your personal information (please submit a copy of your ID card/passport (specifically the information page with your name, date of birth and nationality and, if applicable, the page with your visa sticker) and, if applicable, a copy of your residence permit)

- a) Surname.....
- b) Given names.....
- c) Date of birth (dd/mm/yyyy).....
- d) Street address and housenumber
- e) Postcode and city.....
- f) Email
- g) Telephone number.....
- h) Place of birth.....
- i) Country of birth.....
- j) Current nationality/nationalities
- k) Former nationality/nationalities.....
- l) Residence status and type of residence permit.....
- m) Date on which you took up /expect to take up residence in the Netherlands (dd/mm/yyyy)

Personal details of parent 1

- a) Surname of parent 1.....
- b) Given names of parent 1.....
- c) Date of birth of parent 1 (dd/mm/yyyy).....
- d) Place of birth of parent 1
- e) Country of birth of parent 1
- f) Current nationality/nationalities of parent 1
- g) Former nationality/nationalities of parent 1
- h) Current place and country of residence of parent 1
- i) Occupation of parent 1.....
- j) Employer of parent 1

Personal details of parent 2

- a) Surname of parent 2.....
- b) Given names of parent 2
- c) Date of birth of parent 2 (dd/mm/yyyy).....
- d) Place of birth of parent 2
- e) Country of birth of parent 2.....
- f) Current nationality/nationalities of parent 2
- g) Former nationality/nationalities of parent 2
- h) Current place and country of residence of parent 2
- i) Occupation of parent 2
- j) Employer of parent 2

Partner

2. Do you currently have a partner?

If you currently have a partner (option 4, 5, 6 or 7), please answer the following questions (if you selected option 1, 2 or 3, please fill in 'not applicable').

- a) Partner's surname.....
- b) Partner's given names
- c) Partner's date of birth (dd/mm/yyyy).....
- d) Partner's place of birth
- e) Partner's country of birth.....
- f) Partner's current nationality/nationalities
- g) Partner's former nationality/nationalities
- h) Partner's current place and country of residence
- i) Partner's occupation
- j) Partner's employer

Previous applications for exemption

3. Have you ever submitted an application for exemption in connection with the knowledge embargo before?

NO YES (If answered yes, please provide the following information: Year(s) application submitted, field of study)

II Intended study/research/research assistant activities

1

a. I am applying for an exemption for: **(multiple options may be selected)**

- | |
|--|
| <input type="radio"/> Option 1: Graduation phase of MSc degree (graduation research or dissertation) |
| <input type="radio"/> Option 2: Scientific research (including as academic staff) |
| <input type="radio"/> Option 3: Role as research assistant |
| <input type="radio"/> Option 4: Role as visiting scholar |
| <input type="radio"/> Option 5: Extracurricular activity (e.g. a student project) |

b. For which field of study are you requesting an exemption?
Option 1: Nuclear
Option 2: Other

Please note: it is essential that you enclose/attach all the supporting documents that are relevant to your situation. The footnotes tell you what documents you need to submit. If these supporting documents are not enclosed/attached, the time limit for processing your application will be suspended until they have been received.

2 If you selected **option 1** (graduation phase of MSc degree), please answer the following questions. (If you did not select option 1, please fill in 'not applicable'.)

- a) What is the topic of the graduation research or dissertation for which you are applying for an exemption?.....
- b) At which university will you be working on this research or dissertation?
.....
- c) What course of study are you pursuing?
.....
- d) At what department/in which track/specialisation?
.....
- e) Who will be your academic supervisor?.....
- f) Will your graduation research entail the use of experimental facilities? If so, please specify them.
- g) How will your dissertation/research be funded? (If you are receiving an additional allowance for your dissertation/research, please specify the amount and source of the funding, and provide documentation.)
- h) When do you intend to begin your graduation research/dissertation?
(dd/mm/yyyy).....

i) Describe your graduation research/dissertation in about five sentences. Please answer as many of the following questions as possible: is your research fundamental or experimental? What methods/techniques/materials will be used? Is it part of a larger study?

3 If you selected **option 2** (scientific research), please answer the following questions. (If you did not select option 2, please fill in 'not applicable'.)

- a) What will your job title be?.....
- b) What is the subject of the intended research project for which you are applying for an exemption?.....

<p>c) Please describe your intended research project or avenue of research. This description (~500 words) should answer the following questions: Is it a single research project or multiple projects? Is your research fundamental or experimental? What methods/techniques/materials will be used? How long will the project take? Is it part of a larger project?</p> <p>If you applied for a specific position in the past 12 months, please include a copy of the job listing (pdf).</p>

- d) At what university or research institute do you intend to carry out this research?²
.....
- e) At what department/in which track/specialisation?
.....
- f) When do you intend to begin your research? (dd/mm/yyyy).....
- g) Will this research entail the use of experimental facilities? If yes, what facilities?
.....

<p>h) How will your research, appointment, accommodation be funded and/or supported, in any sense, by parties other than the university or research institute in question?³</p>

² Please enclose/attach a copy of your letter of appointment or a declaration of intent from the university or research institute. If you were invited to conduct research by a Dutch university, please enclose/attach proof of this invitation.

³ Please enclose/attach proof of funding. If you cannot include any documentation, an assessment will be made of the reasoning you provide on the matter of funding and on your being unable to provide proof of that funding.

4 If you selected **option 3** (role as research assistant), please answer the following questions. (If you did not select option 3, please fill in 'not applicable'.)

a) What university or research institute are you/will you be affiliated with? And which department/specialisation/track?⁴

- University/research institute
- Department/specialisation/track

b) Please provide a more detailed description of your role and the duties for which you are submitting this application. This description should include: the specific nature of the position, the job level, and your duties and responsibilities.

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c) In this role will you use or have access to experimental facilities? If so, please specify.

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d) If the research you will be assisting with relates to certain materials, please list these materials.

.....

e) What research projects, educational activities and/or laboratory experiments are you/will you be assisting with? (Please describe your tasks.)

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⁴ Please enclose/attach a copy of your letter of appointment or a declaration of intent from the university or research institute. If you were invited to work as a research assistant by a Dutch university, please enclose/attach proof of this invitation. Without this proof, your application will not be processed.

5 If you selected **option 4** (visiting scholar) please answer the following questions. (If you did not select option 4, please fill in 'not applicable'.)

a) Please describe your activities as a visiting scholar. Have you made any specific arrangements with regard to your stay as a visiting scholar? If so, please describe what they are.

b) Please describe your intended research or avenue of research.

This description (~500 words) should answer the following questions: Is it a single research project or multiple projects? Is your research fundamental or experimental? What methods/techniques/materials will be used? How long will the project take? Is it part of a larger project?

c) What university or research institute will you be temporarily affiliated with as a visiting scholar?⁵

.....

d) And with what department?

.....

e) During what period of time will you be affiliated with this department as a visiting scholar?

.....

f) Will your research entail the use of experimental facilities and if so, which ones?

.....

⁵ Please enclose/attach a copy of your 'hospitality statement' (*gastvrijheidsverklaring*) or a declaration of intent from the university or research institute. If you were invited to conduct research by a Dutch university, please enclose/attach proof of this invitation.

g) How will your stay as a visiting scholar be funded?⁶

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6 If you selected **option 5** (extracurricular activity), please answer the following questions. (If you did not select option 5, please fill in 'not applicable'.)

a) For what extracurricular activity are you applying for an exemption?

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b) Please provide details on what you will be doing in this extracurricular activity. This description (~500 words) should include: the specific nature of the position, the job level, your duties and responsibilities.

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c) At what university or research institute do you intend to carry out this extracurricular activity?.....

d) At what department/in which track/specialisation?

.....

e) When do you intend to begin your extracurricular activity? (dd/mm/yyyy).....

f) Will your activities give you access to experimental facilities? If so, please specify.

.....

⁶ Please enclose/attach proof of funding. If you do not include any documentation, an assessment will be made of the reasoning you provide on the matter of funding and on your being unable to provide proof of that funding.

Your educational and professional background

10. In addition to your plans for study/your planned appointment as a researcher, visiting scholar or research assistant, do you have any affiliation with another educational institution, company or organisation (e.g. as an employee, owner or contributor to research)? Or are you engaged in other activities that would be relevant to the assessment of your exemption application? If so, do you intend to continue these activities? Please specify the organisation and the nature of your involvement.

11. For what course(s) of study did you obtain a bachelor's (or equivalent degree)?⁷

- name of bachelor's (or equivalent) degree
- name of university/universities (specify location)
- year of graduation
- topic of graduation research/dissertation
- name of academic supervisor
- describe your graduation research in about five sentences.

**If you do not have a bachelor's or master's degree, please indicate the highest level of education you have completed.*

**If you are currently enrolled in a bachelor's programme, please specify your course of study and provide a list of your grades so far.*

12. If you are currently enrolled in a master's programme, or if you have previously obtained a master's (or equivalent) degree, please specify the following:⁸

- name of master's (or equivalent) degree or degrees⁹
- name of university/universities (specify place/country)
- year of graduation
- topic of graduation research/dissertation
- name of academic supervisor

Please enclose/attach a summary of your dissertation (if less than 10 years ago).

Please describe your graduation research in about five sentences (if more than 10 years ago).

⁷ Please enclose/attach proof in the form of a scan/photocopy of your diploma and list of grades. Without this proof, your application will not be processed.

⁸ See footnote 7.

⁹ See footnote 7.

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13. If you have completed a doctoral research project/PhD degree programme, please specify the following:¹⁰

- name of university/universities (specify place/country)
- year of graduation
- topic of your PhD research
- name of your PhD supervisor(s)

Please enclose/attach a summary of your thesis (if less than 10 years ago)

Please describe your doctoral/PhD research in around five sentences (if more than 10 years ago).

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14. In addition to the research referred to in questions 11, 12 and 13, did you conduct any other research at a university or company? If so, at what university or company, in what city and in what country? What was your job title? Between what dates did you conduct research there? (Only answer this question for research conducted in the past 10 years.)

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15. Are you in contact with people from research groups and universities where you studied or conducted research? If so, with whom and why? If not, why not? (Only name contacts from the past 10 years.)

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¹⁰ See footnote 7.

16. Are you currently in contact with people from other research groups or other universities?

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17. Please provide an overview of your other work experience over the past 10 years (job title, employer, country, location, time period).

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18. Please provide an overview of your outside activities during the past 10 years.¹¹

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¹¹ Outside activities are activities undertaken in addition to your studies, research or job, e.g. voluntary work, tutoring or being the treasurer of a sports club.

Publications and contributions to congresses

19. Please provide an overview of any publications you authored or co-authored in the past 10 years.

Please specify:

- Any other researchers who co-authored the publication and the person or entity bearing final responsibility for the publication or contribution in question.
- Where were these researchers employed at the time of publication?
- If you authored or co-authored fewer than five publications in the past 10 years, please supplement the overview so that it includes your last five publications, at a minimum, regardless of when they were published.

(Please include, at a minimum: journal publications, contributions to congresses and patents.)

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III Other questions

20. Why did you choose this particular graduation research/dissertation topic/scientific research/extracurricular activity, or choose to assist with this particular research?

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21. Why did you choose this university?

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22. Why did you choose this field?

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23. What are your plans after you complete your degree programme, research, research assistant role or extracurricular activity? (This question does not apply to researchers/scientific personnel with a permanent contract. This can be explained in your answer.)

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24. In the past 10 years have you spent longer than a month in a country other than the one where you are now residing? If so, please specify: in what countries, during what period and for what purpose?

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25. In the past 10 years have you undertaken any study-related or work-related trips to countries other than the one where you were residing at the time?
If so, please specify: to what countries, during what period and for what purpose?

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26. Do you have any family members in the first or second degree (i.e. parents, grandparents, siblings, children or grandchildren) who live in a country other than the country where you are now residing? If so, please specify: name of family member, how you are related, and their place and country of residence. How often do you visit this family member/these family members?

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27. Is a government body involved in any way in your current or future studies, research, work or extracurricular activities in the Netherlands? If so, please specify.

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28. Are there any other facts or circumstances relating to your plans to study or conduct/assist with research that may be relevant to assessing the risk of a government gaining access to knowledge that your activities relate to? If so, please specify.

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29. Have you ever been approached by anyone (a relative, friend, acquaintance or stranger) who took more than usual interest in and asked questions about your work, research, research assistant role, degree programme or study plans?

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30. If you were not resident in the Netherlands prior to starting your studies, research or research assistant role: how did you find out about the possibility of studying or conducting research in the Netherlands?

31. Are there any special circumstances that are relevant to the proper assessment of your application for exemption? If so, please provide details below.

Signature

I hereby declare that I have completed this form truthfully and in full and have attached the required supporting documents.

The documents in question are as follows (when photocopying or scanning identity documents bearing a photo (such as your passport), be sure to block out the photo):

- *Photocopy/scan of your ID card/passport (specifically the information page with your name, date of birth and nationality and, if applicable, the page with your visa sticker).*
- *Proof of funding for your studies, research, research assistant role or extracurricular activity.*
- *A photocopy/scan of your bachelor's, master's and PhD diplomas.*
- *A photocopy/scan of the lists of grades for your BSc and MSc degrees (if you have not yet completed your degree, please submit a provisional list).*
- *A photocopy/scan of your residence permit (if applicable).*
- *Your application letter and/or letter of appointment (if applicable).*
- *A letter of invitation from a Dutch university (if applicable).*
- *A summary of your master's dissertation and PhD thesis in pdf format (if applicable).*

Place.....

Date.....

Signature (In the Tools tab in Adobe, click 'Fill & Sign'. Then click 'Sign' to add a digital signature.)

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The [privacy statement of the Ministry of Education, Culture and Science](#) explains how the Ministry processes personal data.