



Netherlands Defence Academy
Faculty of Military Sciences
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Date 30 January 2023
Subject Application instructions for the Compliance and Integrity in International Military Trade master's degree programme, 2023-2025

Dear Sir/Madam,

Thank you for your interest in the Compliance and Integrity in International Military Trade (CIIMT) master's degree programme in Breda. These instructions are intended to make the application process as smooth as possible.

CIIMT application

The CIIMT master's cohort of 2023-2025 will start in September 2023. Students can enrol from 1 February until 15 May 2023. You can send your application to master.ciimt@mindef.nl.

Your application must include the following documents:

1. The completed and signed application form;
2. A copy of a valid passport or ID card (driving license will not suffice);
3. A certified copy of relevant diplomas including transcripts of marks;
4. A curriculum vitae (in English);
5. A recent certificate, no older than 5 years, attesting to your level of English language proficiency (see Teaching and Examination Regulations (TER) art. 3.4.4).
6. Only applicable to employees of the Netherlands Ministry of Defence: An approved request form (DF 056). In addition, you must submit a personal training plan (POP) via your careers advisor (LBB) for the internal operational command (OPCO) process.
7. If you do not work for the Netherlands Ministry of Defence, point 6 does not apply. You must nonetheless apply for a certificate of good conduct (*Verklaring omtrent gedrag*). After you have been admitted to the master's programme you will receive a link (by e-mail) to apply for your certificate of

good conduct. Applying for a certificate of good conduct takes around one to four weeks and costs around €41.35. The certificate must not be older than 3 months. The hard copy of your certificate of good conduct must be scanned in and e-mailed (master.ciimt@mindef.nl), and also sent by post (address below). You may not participate in the master's programme without a certificate of good conduct. Foreign students interested in the master's programme can contact the programme coordinator via master.ciimt@mindef.nl for more information about the certificate of good conduct required for their specific country.

Address for certificate of good conduct:

Lars Houthuijzen
Hogeschoollaan 2
Postbus 90002
4800 PA Breda (MPC 71C)
Netherlands
"Private and confidential"

Please take the following into account:

- The certificate, referred to in point 5, must be in our possession no later than 1 July 2023;
- Incomplete applications will not be processed;
- You will receive confirmation of receipt by e-mail;
- Cohort 2023 has a maximum capacity of 20 students;
- We will process your application as soon as possible. You will receive notification of acceptance and the conditions that apply, or rejection, by no later than 12 June.
- The programme is free of costs (excluding study books) for employees of the Netherlands Ministry of Defence if their application is supported by their military unit or department. This also applies to foreign military students of NATO and civilian and military personnel of other NATO bodies. Other students are required to pay tuition fees. The statutory tuition fee for the academic year 2023 - 2024 is €2.314. Students who have already obtained a master's degree will be charged the institutional tuition fee (€ 4.628). The costs for the books are +/- €1.500 for the entire course.

For questions concerning the application, I refer you to our e-mail address master.ciimt@mindef.nl.

CIIMT information session

Information sessions about the CIIMT master's will be held from 18.00 to 19.00 on 9 February 2023 (Kromhout Barracks, Utrecht) and 9 March 2023 (Online).

Date
30 January 2023

Our reference
Master CIIMT 2023-2025

If you are interested in the CIIMT master's, we highly recommend you attend an information session. The course administration and the examining board will present you with a clear idea of the programme, organisational aspects, and the benefits and challenges of the CIIMT. There will also be the opportunity to pose any questions you may have.

You can apply for the information session via master.ciimt@mindef.nl.

Yours faithfully,

Koen Smetsers MSc
Programme Coordinator