

Admissions Office EUR & Hora Finita

About Hora Finita

In order to be admitted to the PhD defence procedure, a number of steps must be completed. This administrative procedure takes place in Hora Finita, the online registration system of the Beadle's Office. Hora Finita is the support service for PhD students of Erasmus University Rotterdam and Erasmus MC. All processes related to the PhD trajectory, from admission to the trajectory to the public defence of the dissertation, are supported by this service. For information on how to get started in Hora Finita, please go to [Hora Finita & PhD defence procedure](#) here you will find information on how to get started including instruction manuals.

Instructions for PhD students with a non-Dutch diploma

Please be informed that a prerequisite for admission to a doctorate in the Netherlands is the Dutch 'Doctoraal Examen'/Master's degree. For holders of non-Dutch certificates the equivalent of the academic level has to be established before admission to the doctorate programme can be granted.

The Admissions Office EUR can only start the diploma validation process after you have been successfully registered in Hora Finita. Once you have been registered properly in Hora Finita, we will receive a notification of your registration. The Admissions Office will contact you with the request to submit the required documents needed for the diploma validation process.

Document Validation

Please note that as of October 2022, certified copies from notary offices (公正书) will no longer be recognized/accepted. Please provide Online Verification Reports 在线验证报告 via www.chsi.cn.

Checklist of documents*

For both undergraduate and postgraduate levels, we require the following documents:

- Online Verification Report of Higher Education Qualification Certificate
教育部学历证书电子注册备案表
- Online Verification Report of China Higher Education Degree Certificate
中国高等教育学位在线验证报告
- Online Verification Report of China Higher Education Student's Academic Transcript
中国高等学校学生成绩验证报告
- English Proficiency Test (TOEFL min. score: 100; IELTS min. score 7.0)

*Original documents should consist of the **bachelor's graduation certificate** 普通高等学校毕业证书; **bachelor's degree certificate** 学士学位证书; **master's graduation certificate** 硕士研究生毕业证书; **master's degree certificate** 硕士学位证书, including undergraduate and postgraduate final list of marks

You can have your reports sent by CSSD (formerly Chessic) directly to us by email admissions.office@eur.nl.

Questions? Feel free to contact us by email

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