

**Conservatorium
Maastricht**



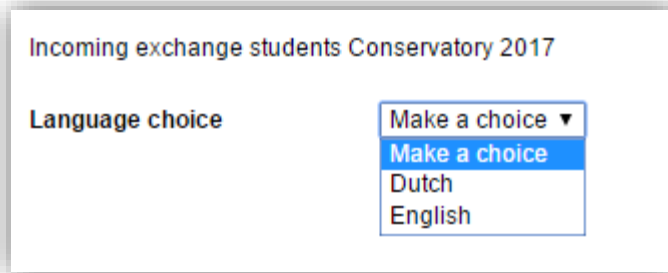
Manual for incoming exchange students

Step 1

Please go to:

https://osiris.zuyd.nl/osiris_io/WelkomPagina.do?proces=INC%20EXCH%20CONS%202017

You will have to make a language choice as shown below:



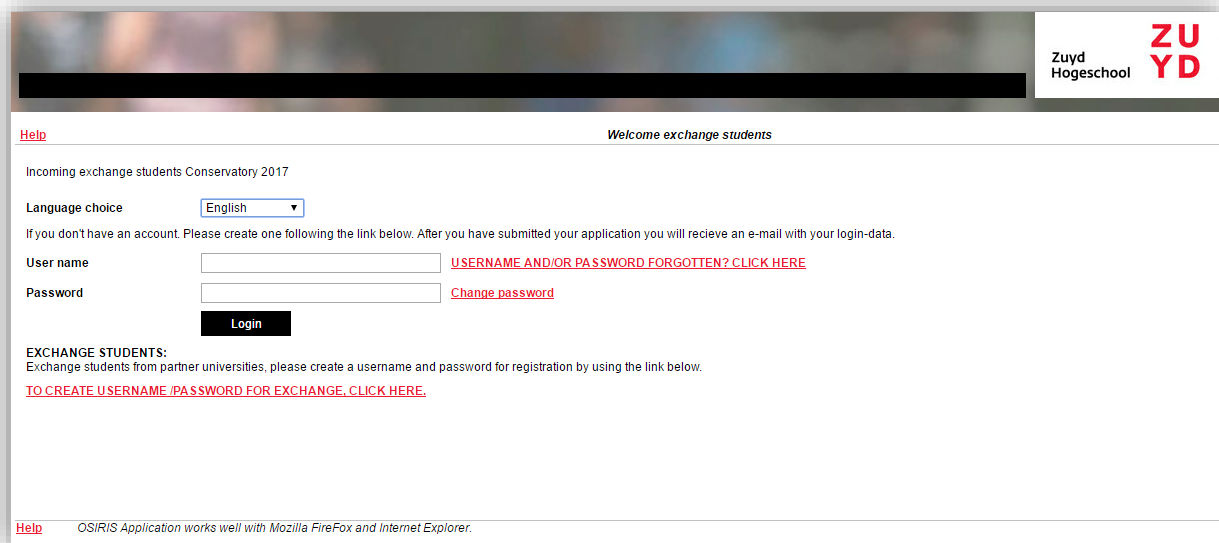
Incoming exchange students Conservatory 2017

Language choice

- Make a choice ▾
- Make a choice
- Dutch
- English

Step 2

When you make your language choice, the next screen will show up:



Zuyd Hogeschool ZUYD

[Help](#) Welcome exchange students

Incoming exchange students Conservatory 2017

Language choice

If you don't have an account. Please create one following the link below. After you have submitted your application you will receive an e-mail with your login-data.

User name [USERNAME AND/OR PASSWORD FORGOTTEN? CLICK HERE](#)

Password [Change password](#)

EXCHANGE STUDENTS:
Exchange students from partner universities, please create a username and password for registration by using the link below.
[TO CREATE USERNAME /PASSWORD FOR EXCHANGE, CLICK HERE.](#)

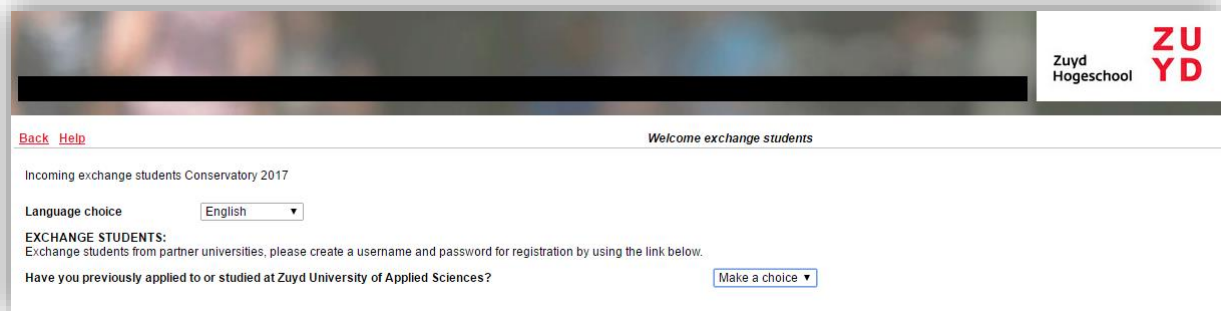
[Help](#) OSIRIS Application works well with Mozilla FireFox and Internet Explorer.

You can login only if you already have an account. Otherwise, you would click on the link at the bottom of the screen:

EXCHANGE STUDENTS:
Exchange students from partner universities, please create a username and password for registration by using the link below.
[TO CREATE USERNAME /PASSWORD FOR EXCHANGE, CLICK HERE.](#)

Step 3

Then you get a question about whether you previously applied/studied at Zuyd University:



The screenshot shows the Zuyd University website header with the logo 'ZUYD Hogeschool'. Below the header, there are links for 'Back' and 'Help', and a welcome message 'Welcome exchange students'. The main content area includes the text 'Incoming exchange students Conservatory 2017', a 'Language choice' dropdown menu set to 'English', and a section for 'EXCHANGE STUDENTS' with instructions to create a username and password. At the bottom of this section, there is a question 'Have you previously applied to or studied at Zuyd University of Applied Sciences?' with a 'Make a choice' dropdown menu.

If you have studied at Zuyd University before, then you have already an account and you should go back and fill in your username and password. If you have lost or forgotten your login information, please click on the link:

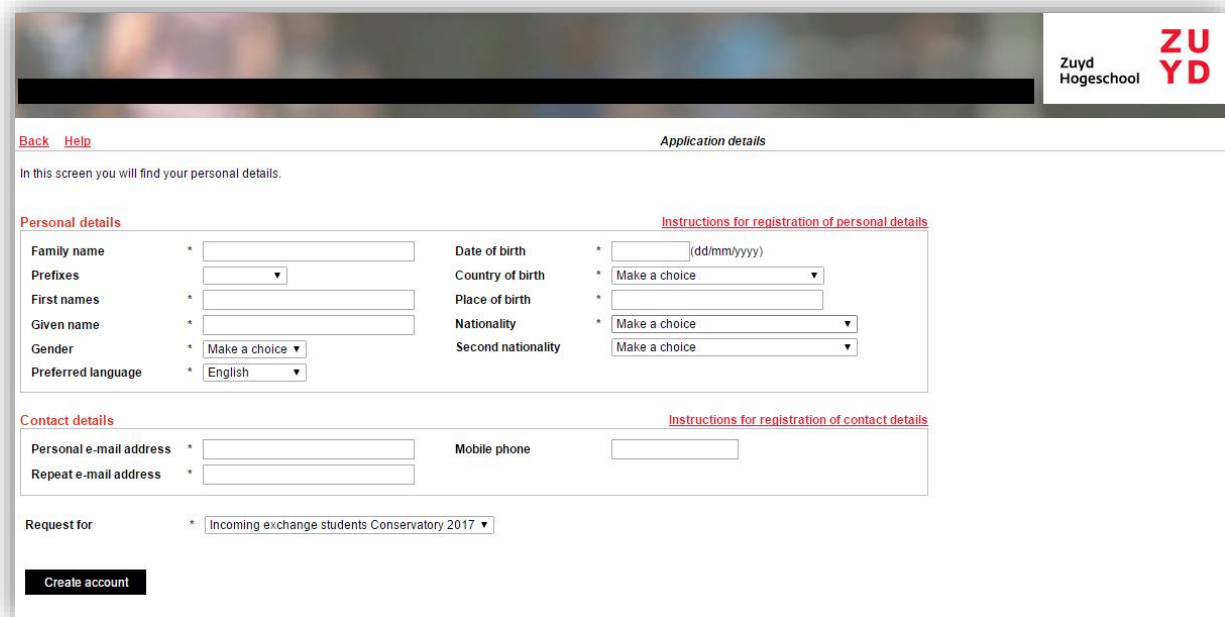


The screenshot shows a login form with a 'User name' label and an empty input field. To the right of the input field is a red link that reads 'USERNAME AND/OR PASSWORD FORGOTTEN? CLICK HERE'.

If you didn't apply to study at Zuyd University before, you should fill in "NO" and continue your application.

Step 4

On this screen, you will have to fill in your personal details:



The screenshot shows the registration form for Zuyd Hogeschool. The header includes the Zuyd Hogeschool logo and the text "ZUYD". Below the header, there are links for "Back" and "Help", and the page title "Application details". The main content area is titled "In this screen you will find your personal details." and is divided into two sections: "Personal details" and "Contact details".

Personal details (Instructions for registration of personal details):

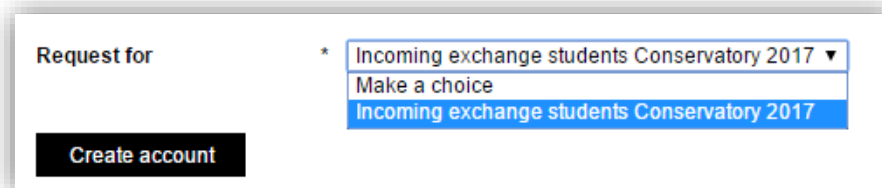
Family name *	<input type="text"/>	Date of birth *	<input type="text" value="(dd/mm/yyyy)"/>
Prefixes	<input type="text"/>	Country of birth *	<input type="text" value="Make a choice"/>
First names *	<input type="text"/>	Place of birth *	<input type="text"/>
Given name *	<input type="text"/>	Nationality *	<input type="text" value="Make a choice"/>
Gender *	<input type="text" value="Make a choice"/>	Second nationality	<input type="text" value="Make a choice"/>
Preferred language *	<input type="text" value="English"/>		

Contact details (Instructions for registration of contact details):

Personal e-mail address *	<input type="text"/>	Mobile phone	<input type="text"/>
Repeat e-mail address *	<input type="text"/>		

Request for *

On the bottom of this screen, you have to select the study:



The close-up shows the "Request for" dropdown menu. The selected option is "Incoming exchange students Conservatory 2017". The dropdown menu is open, showing the selected option and two other options: "Make a choice" and "Incoming exchange students Conservatory 2017".

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When you click on "Create account," you will receive an e-mail with your login information. The next screen will appear, and you can fill in here all the information needed to complete your application.

Please note that the system will automatically log you out after being inactive for 5 minutes.
On the left corners (upper and bottom), you have the option to save your application.
You can later continue filling in your application by using your login information.