

# 'Who do I see about what and where at Leiden University?

## First arrival contact & city information

### Visitors' Centre

Stationsweg 41, 2312 AT Leiden  
Mon-Fri 08.30-18.00, Sat 09.00-18.00,  
on Sun 11.00-15.00  
+31 (0)71 516 60 00  
info@vcleiden.nl  
www.visitors.leidenuniv.nl

## Housing issues Desk

Questions related to housing, complaints  
on housing and housing contracts

### Leiden Visitor Centre

Stationsweg 41, 2312 AT Leiden  
Tue 09.30-12.00, Wed 13.00-15.00, Thu 14.00-16.30  
Tel +31 (0)71 516 09 95 Fax +31 (0)71 516 09 99  
housing@leidenuniv.nl  
www.studenthousing.leiden.edu

## Career advice

Support with exploring and making effective career  
choices (for Leiden students only; no job agency)

### Student Career Service

Kaiserstraat 25, 2311 GN Leiden  
Walk-in hour: Tue 10.00-11.00  
(quick queries e.g. help with resume)  
Upon appointment: Mon-Fri 09.00-17.00,  
via +31 (0)71 527 80 25  
loopbaanadviseurs@sea.leidenuniv.nl  
(not for appointments)  
www.studentcareerservice.leiden.edu

## Language courses

Language course information and registration

### Academic Language Centre

Lipsius Building, Cleveringaplaats 1, room 1.25,  
2311 BD Leiden  
Open: Mon-Fri 09.00-12.30 & 13.30-17.00  
+31 (0)71 527 23 32  
talencentrum@hum.leidenuniv.nl  
www.languagecentre.leidenuniv.nl

## Registration & finances, legal issues

### Student Information Desk

Kaiserstraat 25, 2311 GN Leiden  
Mon, Wed, Fri 09.00-17.00; Tue, Thu 09.00-21.00  
+31 (0)71 527 80 11  
informatiecentrum@sea.leidenuniv.nl

### Bank accounts

#### Rabobank

Stationsweg 37-39, 2312 AT Leiden  
Tue-Fri 09.30-17.30  
+31 (0)71 565 93 93

Finances, complaint & appeal procedures and  
study delay due to special circumstances e.g. illness

### Legal & Financial Counselling

Kaiserstraat 25, 2311 GN Leiden  
Walk-in hours: Mon-Fri 15.50-16.30  
Upon appointment: Mon-Fri 09.00-17.00,  
via +31 (0)71 527 80 25  
decanen@sea.leidenuniv.nl, www.students.leiden.edu

## Health issues

### Tuberculosis test

Regional Health Service 'GGD Hollands Midden'  
Parmentierweg 49, 2316 ZV Leiden  
Upon appointment by Admissions Office only,  
via +31 (0)71 516 33 21 (Tue, Thu & Fri, 13.00-17.00)  
For contact details of general practitioners see the  
booklet 'Finding your way' or website:  
www.students.leiden.edu/

## Study related issues

Study difficulties, acculturation difficulties and  
events & social activities

### International Student Adviser (Ms. Jantien Delwel)

Kaiserstraat 25, 2311 GN Leiden  
Walk-in hours: Mon, Thu, Fri 09.30-12.00, Tue 13.30-15.30  
j.delwel@sea.leidenuniv.nl

Study problems, personal problems and  
study support workshops

### International Student Counsellor (Mrs. O'Connor)

Kaiserstraat 25, 2311 GN Leiden  
Upon appointment only,  
+31 (0)71 527 80 26  
gp.oconnor@sea.leidenuniv.nl or  
psychologen@sea.leidenuniv.nl or

## Study advice, programme co-ordination, course information

### Faculty of Archaeology

Reuvenplaats 3, 2311 BE Leiden  
• Education Office, Mon-Fri 10.00-12.30 (except Tue)  
+31 (0)71 527 23 90  
onderwijs@arch.leidenuniv.nl  
www.archaeology.leiden.edu

### Faculty of Humanities

Lipsius Building, Cleveringaplaats 1, 2311 BD Leiden  
• Studiepunt Geesteswetenschappen (general)  
Mon-Fri 09.00-17.00 (Thu until 19.00)  
+31 (0)71 527 64 85  
studiepunt@hum.leidenuniv.nl  
www.hum.leiden.edu

### Faculty of Law

Kamerlingh Onnes Building  
Steenshuur 25, 2311 ES Leiden  
Mon-Fri 07.30-22.30, Sat 10.00-17.00, Sun 12.00-17.00  
+31 (0)71 527 64 12  
• Office for International Education (room C031)  
Mon-Fri 10.00-12.30 & 13.30-16.00  
+31 (0)71 527 87 87  
info@law.leidenuniv.nl  
www.law.leiden.edu

### Faculty of Medicine/Leiden University

Medical Centre (LUMC)  
Hippocratespad 21, 2333 ZD Leiden  
Secretariat (ground floor): Mon-Thu 12.00-14.00  
+31 (0)71 526 83 33  
studentadministration@lumc.nl  
www.lumc.nl

### Faculty of Science

Gorlaeus Building, Einsteinweg 55, 2333 CC Leiden  
Mon-Fri 08.00-18.00  
+31 (0)71 527 69 90 (reception)  
• International student co-ordinator  
Huygens Building, Niels Bohrweg 2  
Mon, Tue, Thu 09.00-17.00, Fri 09.00-13.00  
+31 (0)71 527 57 83  
schildwacht@edufwn.leidenuniv.nl  
www.science.leidenuniv.nl

### Faculty of Social and Behavioural Sciences

Pieter de la Court Building  
Wassenaarseweg 52, 2333 AM Leiden  
Mon-Thu 07.30-22.00, Fri 07.30-20.00  
+31 (0)71 527 36 00 / 37 00 (reception)  
www.socialsciences.leidenuniv.nl

### Campus The Hague

Lange Houtstraat 5-7, 2511 CV Den Haag  
+31 (0)70 302 1070  
info@campusdenhaag.nl

## Others

### University Library

Witte Singel 27, 2311 BG Leiden  
+31 (0)71 527 36 00 / 37 00  
www.library.leiden.edu

### City Hall

(At arrival please follow the instructions of  
the Admissions Office regarding VISA &  
residence permits)  
Stadhuisplein 1, Leiden  
Mon-Fri 8.30-16.00 (afternoons by appointment only)  
Appointments also possible on Saturday morning  
and Thursday evening.  
+31 (0)71 516 55 00  
www.leiden.nl

## More information

More information on finding your way at Leiden University can also be found in the booklet 'Finding your way around Leiden'.

## Disclaimer

Although this information has been compiled with the utmost care, Leiden University will not accept any responsibilities for any errors that may be contained herein. Printed May 2012.



Universiteit Leiden  
The Netherlands

# FACILITIES

- A** Faculty of Archaeology
- B** Faculty of Humanities
- C** Faculty of Law (Kamerlingh Onnes Building)
- D** Leiden University Medical Centre/LUMC
- E** Faculty of Science (Gorlaeus Building)
- F** Faculty of Science (Huygens Building)
- G** Faculty of Social and Behavioural Sciences (Pruiter de la Court Building)

# OFFICES

- 1** Visitors' Centre
- 2** Plexus Student Centre
- 3** University Language Centre
- 4** Regional Health Service
- 5** 'GGD Hollands Midden'
- 6** Rabobank
- 7** University Library
- City Hall**

