### Key Data about our Institution for incoming Exchange Students

**B LOUVAIN 01**  
**ECTS Label**

**academic year**  
2018-2019

### Central Administration for Student Mobility - UCL

| Administrative (central level) | Bart Stoffel, UCL-Administration for international exchanges  
Place de l'Université, 1  
B-1348 Louvain-la-Neuve, Belgique  
Tel: +32 10 47 81 32  
Fax: +32 10 47 40 75  
erasmus@uclouvain.be |

### Faculty Administration for Student Mobility

| Administrative (faculty level) | Place des Sciences, 1  
B-1348 Louvain-la-Neuve, Belgique  
Tel: +32 10 47 28 15  
Fax: +32 10 47 28 29  
https://uclouvain.be/fr/facultes/loci  
international-loci@uclouvain.be |

| Contact | Marcela Andrea Tapia Gomez  
marcela.tapiagomez@uclouvain.be |

### Faculty Structure on the three sites

| Sites | Architecture Saint-Luc  
Brussels (BXL)  
Rue Wafeelaerts, 47/51  
B-1060 Bruxelles  
Tel: +32 2 539 71 11  
Fax: +32 2 539 71 17 |
| Academic Coordinators | Christine Fontaine  
christine.fontaine@uclouvain.be |

| Architecture Saint-Luc  
Tournai (TRN)  
Chaussée de Tournai, 7  
B-7520 Tournai  
Tel: +32 69 25 03 22  
Fax: +32 69 25 03 88 |
| Academic Coordinators | Eric Vanoverstraeten  
eric.vanoverstraeten@uclouvain.be |

| Architecture/Urbanism  
Louvain-la-Neuve (LLN)  
Place du Levant, 1  
B-1348 Louvain-la-Neuve  
Tel: +32 10 47 23 41  
Fax: +32 10 47 45 44 |
| Academic Coordinators | David Vanderburgh  
david.vanderburgh@uclouvain.be |

| Studies | Bachelor Architecture  
3 years full time – 180 ECTS  
Master Architecture  
2 years full time – 120 ECTS |
| Bachelor Architecture  
3 years full time – 180 ECTS  
Master Architecture  
2 years full time – 120 ECTS |
| Bachelor Engineer-Architect  
3 years full time – 180 ECTS  
Master Engineer-Architect  
2 years full time – 120 ECTS |
| Bachelor Urbanism  
1 year full time – 60 ECTS |

| Ph. D. | Louvain Academy Doctoral school in Architecture and Urbanism |
# General informations for Student Mobility

## Calendar

<table>
<thead>
<tr>
<th>Term</th>
<th>Dates</th>
<th>Exams</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st term</td>
<td>mid-September/end of January</td>
<td>January</td>
</tr>
<tr>
<td>2nd term</td>
<td>beginning of February/beginning of July</td>
<td>May + end of June</td>
</tr>
</tbody>
</table>

Second chance to present the exams in August.

## Period of arrival of incoming students

<table>
<thead>
<tr>
<th>Term</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st term</td>
<td>beginning of September</td>
</tr>
<tr>
<td>2nd term</td>
<td>mid January</td>
</tr>
</tbody>
</table>

Make an appointment with the coordinator of the site (BXL, TRN or LLN) for which you have been selected.

## Language of teaching

- A B1 level of French is required. Please provide proof of language level with application. An interview in French will be conducted by skype with selected candidates.

## Portfolio

Mandatory and sent to Faculty administration before:

- the 30th of April (Fall term);
- the 30th of October (Spring term).

## Letter of selection

To be selected for exchange, students must be recommended by their home Institution, which will send a letter of selection to international-loci@uclouvain.be. In the letter of selection, the home Institution should specify the site of the Faculty (BXL, TRN or LLN) where the student expects to follow the majority of his or her coursework. We would appreciate the home Institution's help in ensuring that incoming students are equally distributed between the three teaching sites of the Faculty.

## Application Form

Application forms must be sent to international-loci@uclouvain.be before:

- the 30th of April (Fall term);
- the 30th of October (Spring term).

Reminder: the application form is to be accompanied by a transcript of records, the Learning agreement, a portfolio, a letter of motivation and proof of language level. The letter should mention French language courses taken or to be taken. Incoming applications will be reviewed and admission confirmed as rapidly as possible following the deadline.

## European Credit Transfer System

- 60 ECTS credits per year:
  - 1st term = 30 credits;
  - 2nd term = 30 credits.

Workload for one ECTS credit: 30h (classwork + student’s individual work/study).

## Enrolment

Students must enrol upon arrival, two weeks before the beginning of the semester. They must provide: photocopy of passport or ID card, 2 photos, photocopy of European health card or equivalent, and any other required documents according to their particular situation. Amendments to the proposed learning agreement are possible and will be sent to the home university for approval.

## Non-European students

Visiting students from outside the European Union should contact the local Belgian Embassy or Consulate, in order to fulfil requirements for a student visa.

## Practical information for Student Mobility

### Lodging

Lodging facilities are available on the sites of Brussels (contact marcela.tapiagomez@uclouvain.be); Tournai (contact laurie.lefebvre@uclouvain.be); Louvain-la-Neuve (carole.wauters@uclouvain.be).

https://uclouvain.be/fr/decouvrir/international.html

### Health Insurance Requirements

All students must have health insurance with proof of sufficient coverage. A copy of the student's insurance card must be provided to the coordinator upon arrival.

### Study travel

Activities and trips are organized on each site. They are not an obligation, but visiting students should set aside a budget for travel if interested.

### Holidays

The sites of Brussels and Tournai are closed between mid-July and mid-August. For holiday details during academic year, see http://www.uclouvain.be/calendrier-academique.html

### Communication of the student's grades

The grades of incoming students, whether for the whole year or for the second term, will not be released before the end of the academic year, whatever their program might be. For first-term-only visitors, grade release policy varies according to the site.