

FACT SHEET

2022-2023

CONTACTS

Head of International Office
lsm-international-office@uclouvain.be
Tel. +32 10 47 83 23

Incoming Students Coordinator
lsm-incoming@uclouvain.be
Tel. +32 10 47 83 22

International Education Advisor
lsm-exchange-advisor@uclouvain.be
Tel. +32 10 47 21 90

SCHOOL ADDRESS

Louvain School of Management
International Office
Place des Doyens, 1
1348 - Louvain-la-Neuve
Belgium



LOUVAIN
School of Management

EXCHANGE STUDENTS IMPORTANT INFORMATION

APPLICATION DEADLINES & PROCESS	
Process	Nominations and applications should be sent through our Mobility Online Platform. An identification code will be sent to the partner university in due time.
Nomination deadlines	Please nominate your students before: <ul style="list-style-type: none">• April 20 for Fall Term/Whole academic year• October 20 for Spring Term
Registration deadlines	Students must fill in their applications before: <ul style="list-style-type: none">• May 15 for Fall Term/Whole academic year• November 15 for Spring Term
Required documents for registration	Required documents: <ul style="list-style-type: none">• <u>Copy of passport</u> (or identity card) where the nationality clearly appears• <u>Transcripts of records</u> of all preceding years in higher education• <u>Three passport-sized color pictures</u> with white background• A <u>Learning Agreement</u> (summary of the courses taken at Louvain School of Management) signed by the student and the home academic coordinator

ACADEMIC CALENDAR 2022-2023

Term 1, 2022 (Fall) - 2 consecutive parts of 6-week intensive courses

Pick up your keys at LOGE	September 12, 2022
Mandatory 'Orientation Day' @ LSM	September 13, 2022
Official start of Fall term	September 14, 2022
Discovery Week	September 12 to 17, 2022
Last day to confirm registration to courses	September 26, 2022
Part 1 (week 1 > 8) incl. evaluation in week 8	September 19 to November 11, 2022
Part 2 (week 9 > 14)	November 14 to December 24, 2022
Exam schedule availability & registration period	As from mid-November 2022
Winter break & study period break	December 25, 2022 to January 7, 2023
Exam session	January 9 to January 28, 2023
Availability of Transcript of Records	As from mid-February 2023

Term 2, 2023 (Spring) - 2 consecutive parts of 6-week intensive courses

Mandatory 'Orientation Day' @ LSM	February 3, 2023
Official start of Spring term	February 1, 2023
Last day to confirm registration to courses	February 13, 2023
Part 1 (week 1 > 7) incl. evaluation in week 7	February 6 to March 26, 2023
Part 2 (week 8 > 15) incl. Spring break in weeks 10-11	March 27 to May 20, 2023
Spring break	April 3 to April 15, 2023
Exam schedule availability & registration period	As from mid-March to end of March 2023
Study period break	May 22 to June 3, 2023
Exam session	June 5 to June 30, 2023
Availability of Transcript of Records	As from mid-July 2023

Resit Exam Session for Term 1 & 2

Exam schedule availability & registration period	As from beginning of July to mid-July 2023
Re-sit Exam session (Term 1 & 2)	August 16 to September 5, 2023
Adjusted Transcript of Records availability	As from mid-September 2023

AREAS OF STUDY AND COURSES

Master in
Management

OR

Master in
Business
Engineering

List of courses available on the website: uclouvain.be/en/faculties/lsm/incoming-exchange-student
& sent directly to exchange students by email

Course Workload	A course of 5 ECTS = 30 contact hours A normal workload = 30 ECTS (minimum required = 20 ECTS)																																																			
Teaching languages	English: full track French: for a few courses																																																			
UCLouvain Grading System	Grades are given on a scale of 1-20, 10 being the minimum passing grade. <table><tr><td>Grade</td><td>20</td><td>19</td><td>18</td><td>17</td><td>16</td><td>15</td><td>14</td><td>13</td><td>12</td><td>11</td><td>10</td><td><10</td></tr><tr><td>% students</td><td>0.4</td><td>1.5</td><td>5.1</td><td>9.9</td><td>15</td><td>16.1</td><td>16.2</td><td>12.9</td><td>9.8</td><td>6.9</td><td>5.7</td><td>-</td></tr><tr><td>ECTS Grade</td><td colspan="4">A</td><td colspan="2">B</td><td colspan="2">C</td><td colspan="2">D</td><td>E</td><td>F</td></tr></table>													Grade	20	19	18	17	16	15	14	13	12	11	10	<10	% students	0.4	1.5	5.1	9.9	15	16.1	16.2	12.9	9.8	6.9	5.7	-	ECTS Grade	A				B		C		D		E	F
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French language courses	French language courses at ILV (UCLouvain's language school) are FREE of charge (if included in the student's programme) and available each semester (visit uclouvain.be/en/study/ilv/exchange-students). French language courses at CLL (private school on the LLN site) are available two weeks before each term and during the term (visit cll.be).																																																			

ACCOMMODATION

CONTACT

LOGE

UCLouvain Accommodation Office
(« Service des Logements de l'UCL »)
Rue de la Gare 6 B-1348 Louvain-La-Neuve

uclouvain.be/en/study/accomodation

As from nomination, the student should look for accommodation.
Finding accommodation is the student's responsibility

Important info at:

uclouvain.be/en/study/accomodation/faq-frequently-asked-questions

Student accommodation on campus is available for every student. Students can choose between:

- university housing (via LOGE)
- private owners

University housing is limited. Students should apply as soon as possible. Applications for university housing run from March until July 31 for the Fall term and until November 30 for the Spring term.

If the student prefers to look for housing by her/himself, s/he must plan to arrive **at least 2 weeks before the LSM Mandatory Orientation Day**.

Conditions & costs

- For a whole academic year: lease from September 13 to July 14 (10 months).
- For the Fall term: lease from September 13 to January 30
- For the Spring term: lease from January 31 to July 14th

Rent ranges from € 240 to € 340 per month. A deposit is usually required.

VISA COMPULSORY FOR NON-EUROPEAN STUDENTS

CONTACT

The Belgian embassy or Belgian consulate in your country.

For more information visit:
diplomatie.belgium.be/en/services/embassies_and_consulates

The **ASP student visa** is compulsory for non-European students. Chinese exchange students are however exempted from the ASP procedure.

Students must fill in all administrative steps on our Mobility Online Platform to be registered at UCLouvain. UCLouvain activates the MyUCL account and the students can download the documents required for the visa application process (information will be provided to students in due time). Students send the required documents to the Embassy/Consulate in order to apply for the visa.

More info on visa procedures for studying in Belgium:

diplomatie.belgium.be/en/services/travel_to_belgium/studying_in_belgium

USEFUL INFORMATION

HEALTH INSURANCE

All students must have a copy of their health insurance certificate (European health card or proof of private insurance certificate)

STUDENTS ASSOCIATIONS

uclouvain.be/fr-etudier/associations-etudiantes

ESN

Buddy system, welcome service, trips and lots more

LSM Club

Brings together LSM students, develops activities in collaboration with companies and other student associations

BDE LSM

Promotes the interest of LSM and incoming students, facilitates the interaction with the teachers and students

Libraries

Sports

STUDENT SERVICES

Wireless internet connection
Student email address
Computer facilities

Social, psychological and health support
uclouvain.be/en-study/support

University restaurant

LIVING COSTS

<https://uclouvain.be/en-study/budget-cost-of-living.html>