

INFORMATION SHEET
Academic Year 2018-2019

INSTITUTIONAL INFORMATION	
<p>Full Legal Name of the Institution (for students coming for an exchange programme in Applied Economic Sciences, Architecture, Biology, Chemistry, Engineering Technology, Interior Design, Mathematics, Physics, Physiotherapy, Transportation Sciences)</p> <p>Full Legal Name of the Institution (for students coming for an exchange programme in Biomedical Sciences, Computer Sciences, Law, Statistics)</p>	<p>Universiteit Hasselt – Hasselt University (UHasselt)</p> <p>Transnationale Universiteit Limburg - Transnational University Limburg (tUL)</p>
Erasmus code of the Institution	<p>B DIEPENB 01 (UHasselt)</p> <p>B DIEPENB 07 (tUL)</p>
Erasmus University Charter (EUC) number	<p>27921-LA-1-2014-1-BE-E4AKA1-ECHE (UHasselt)</p> <p>217390-LA-1-2014-1-BE-E4AKA1-ECHE (tUL)</p>
Head of the Institution	<p>Prof. dr. Luc De Schepper</p>
<p style="text-align: right;">Position</p>	<p>Rector</p>
Address	<p>Martelarenlaan 42 3500 Hasselt Belgium</p>
<p style="text-align: right;">Tel.</p> <p style="text-align: right;">Website</p>	<p>+32 11 26 81 1</p> <p>http://www.uhasselt.be/en</p>



Institutional Coordinator	<u>Non-EU students</u> <u>Ms. Liesbeth Oeyen</u> Tel. +32 11 26 80 66 E-mail <u>liesbeth.oeyen@uhasselt.be</u> <u>EU students</u> <u>Ms. Lieselot Peeters</u> Tel. +32 11 26 90 09 E-mail <u>lieselot.peeters@uhasselt.be</u>
Administration Exchange Students (incoming/outgoing)	Please send your nominations and general inquiries to <u>incoming@uhasselt.be</u> Tel. +32 11 26 81 69 E-mail <u>incoming@uhasselt.be</u>
Services for staff and students (e.g. accommodation, visa, insurance, etc.)	<u>Mr. Marc Thoelen</u> Tel. +32 11 26 81 77 E-mail <u>marc.thoelen@uhasselt.be</u>

GENERAL INFORMATION	
Nomination (compulsory)	<p>Please nominate your students by sending an e-mail to incoming@uhasselt.be including the details of the students you have selected (names, date of birth, study programme, study level, e-mail)</p> <p>Deadlines: First semester (Autumn semester) or full academic year: 15 May</p> <p>Second semester (Spring semester): 15 October</p>
Online registration (compulsory)	<p>All incoming exchange students have to register on our website.</p> <p>Please make sure you register as an EXCHANGE STUDENT and for the correct academic year (2018-2019).</p> <p>Please note that only complete forms will be accepted. This implies that all requested documents must be uploaded.</p>
Deadline for online registration by the students (compulsory)	<p>First semester (Autumn semester) or full academic year: 15 July</p> <p>Second semester (Spring semester): 1 December</p>
Documents required for online registration	<ul style="list-style-type: none"> - Copy of ID or passport - Letter of nomination from home university - (Provisional) learning/training agreement - Official Transcript of Records - Copy of the European health insurance card (compulsory for European students) or other health insurance document

Academic calendar	<p>Please note that each department/faculty has a different academic calendar, so please consult our website.</p> <p><u>In general:</u></p> <p>First semester: Mid-September – December Exam period: January</p> <p>Second semester: February – May/June Exam period: June</p> <p>Please note that students are expected to complete the full period for which they have been announced.</p>
Buddy Programme	YES => students can apply to request a buddy in the online registration tool.
Orientation programme (compulsory)	More information will be available on our website .
Preferred semester for receiving incoming students	<p>Both semesters are acceptable for most programmes, provided that the student finds a suitable programme equivalent to 21 ECTS credits/semester (please check the course catalogue on our website. The new course catalogue for 2018-2019 will be available as of April).</p> <p>Exception: The exchange study programme of the bachelor in Sciences (Biology, Chemistry, Computer Science, Mathematics and Physics) is only offered in the second semester.</p>
Online course catalogue	Please consult our website . For 2018-2019, the courses will be available as of April.
Language of instruction	English or Dutch. A B2 level is required to follow courses. Please check the course catalogue on our website.
Grading system	Please consult our website .

ECTS (yes/no)	YES
Additional academic information	Please consult our website .
Housing arranged (yes/no)	<p>Please consult our accommodation database.</p> <p>You can also look upon arrival and stay for a few days in the youth hostel in Hasselt. More information can be found on their website. When you book a room, please mention you're coming to Hasselt University, they will give you a discount.</p>
Average accommodation cost per month	Average rents range from 300-350 EURO per month (please make sure to check whether utilities costs are included in the rent).
Average cost of living per month	Please consult our website for more information .
Transport	<p>Hasselt University offers a free bike for students during their stay at Hasselt University. We only charge a 70 euro deposit that we reimburse after the return of the bike.</p> <p>Students have to register online to obtain a bike:</p> <ul style="list-style-type: none"> - go to citybike.uhasselt.be and create a login. Pls. NOTE: when your home address shows another country but Belgium, you will not have to fill in the so-called 'National Number'. - then go to 'Rent a bicycle', fill in all fields, and print your contract. - read/print the 'Rent Regulations'. - pay the 70 EURO deposit via bank transfer, if possible, and bring a proof of payment.
Insurance	<p>Please note that the European health insurance is an obligatory insurance, the civil liability insurance is optional but advisable. Although it is not a legal requirement, we strongly advise students to subscribe to some form of hospitalization and repatriation insurance, as far as it is not included in your health insurance.</p> <p>For non-European students a comprehensive insurance, covering civil liability, repatriation, health and accident insurance is mandatory. An example of such an insurance is the SIP insurance</p>



	<p>(www.sipinsurance.eu) which costs 40 EURO/month.</p> <p>If you have any further questions about insurances, please contact Mr. Marc Thoelen (marc.thoelen@uhasselt.be).</p>
Visa/travel documents	<p>A visa should be applied for at the Belgian Embassy or consulate in the home country well in advance. Please check the website of the Federal Foreign Affairs Department to find out whether you need a visa to come to Belgium.</p> <p>If you need a visa, you will have to proof your solvency. This solvency can be proved in different ways:</p> <ul style="list-style-type: none">- A document certifying that the student has been awarded a study grant or scholarship- "An agreement for acceptance of financial responsibility" (letter of a guarantee) by the so-called Annex 32- A proof of your own financial means by transferring a certain amount to a blocked bank account in Belgium on your name <p>In case you would like to use the last option (proof your own financial means), Hasselt University can assist you and provide you a letter to proof solvency. Kindly contact Mr. Marc Thoelen (marc.thoelen@uhasselt.be) in case you would like to make use of this procedure. The detailed instructions will be communicated to you afterwards.</p> <p>For further information, please contact Mr. Marc Thoelen (marc.thoelen@uhasselt.be).</p>
Additional practical information	<p>Please check our website for practical information prior to departure and upon arrival.</p>



DEPARTMENTAL COORDINATORS INTERNATIONALIZATION	
Applied Economics (UHasselt) Tel. E-mail	Administrator: Mrs. Kathy Hoffer Academic contact person: Mrs. Kristien Fransen +32 11 26 87 18 kathy.hoffer@uhasselt.be
Architecture (UHasselt) Tel. E-mail	Administrator/Academic contact person: dr. Els Hannes +32 11 24 92 06 els.hannes@uhasselt.be
Biomedical Sciences (tUL) Tel. E-mail	Administrator: Mrs. Liesbeth Jamers Academic contact person: Prof. dr. Niels Hellings +32 11 26 92 28 liesbeth.jamers@uhasselt.be and niels.hellings@uhasselt.be
Engineering Technology (UHasselt) Tel. E-mail	Administrator/Academic contact person: dr. Els Wieërs +32 11 29 21 30 els.wieers@uhasselt.be
Interior Design (UHasselt) Tel. E-mail	Academic contact person: dr. Jan Vanrie +32 11 24 92 42 jan.vanrie@uhasselt.be
Law (tUL) Tel. E-mail	Administrator: Mrs. Ingrid Vrancken Academic contact person: Prof. dr Charlotte Declerck +32 11 26 90 24 ingrid.vrancken@uhasselt.be
Physiotherapy (UHasselt) Tel. E-mail	Administrator/Academic contact person: dr. Marita Granitzer +32 11 29 49 77 marita.granitzer@uhasselt.be
Sciences	Academic contact person biology (UHasselt) : Prof. dr. Ann Cuypers Academic contact person chemistry (UHasselt) : Prof. dr. Dirk Vanderzande Academic contact person physics (UHasselt) : Prof. dr.

	<p>Carlo Vanderzande</p> <p>Academic contact person statistics (tUL) and mathematics (UHasselT): Prof. dr. Roel Braekers</p> <p>Academic contact person computer sciences (tUL): Prof. dr. Fabian Di Fiori</p> <p>Administrator: Mr. Peter Vandoren</p> <p>Tel. +32 11 26 82 58</p> <p>E-mail peter.vandoren@uhassel.be</p>
<p>Transportation Sciences (UHasselT)</p> <p>Tel.</p> <p>E-mail</p>	<p>Administrator: Mrs. Nadine Smeyers</p> <p>+32 11 26 91 04</p> <p>nadine.smeyers@uhassel.be</p>