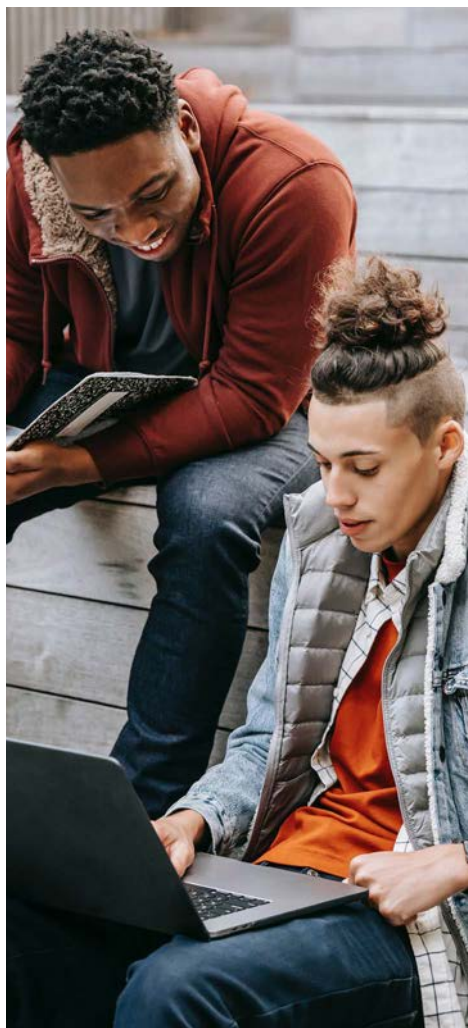


ARTEVELDE BUSINESS SCHOOL

info sheet 2022 - 2023



NOMINATION

By email: daan.braet@arteveldehs.be
Before May 1st (Autumn)
and October 15 (Spring)

APPLICATION DEADLINES

Autumn: May 15, 2022
Spring: November 1, 2022

HOW TO APPLY

Online via [Mobility Online](#)
Before May 15, for Autumn semester
Before November 1, for Spring semester

PROGRAMME

We offer **semester programmes** of international business, organization and event management courses for both international and local students, in **mixed classrooms**. Our aim is to prepare students to live and work in a multicultural environment, free from prejudices.

Artevelde Business School excels in **practical education** with case studies, lab style teaching, online work, real-life assignments, team work, presentations, etc. Students will be challenged and will need to network with class mates to stand out.

Have a look at the programmes we offer!

FACTS & FIGURES

Ghent is the largest student city in Belgium.

EXCHANGE SEMESTERS

In the first week of each semester, we organise a Welcome Week.

Autumn: 19 September 2022 – 3 February 2023

Spring: 6 February 2023 – 30 June 2023

LANGUAGE OF INSTRUCTION

English: minimum required level is TOEFL 85, CEFR B2 or IELTS 6.5.

Result of the test must be attached to the student's nomination or should be certified by the partner institution.

COURSE SELECTION

Learning agreement to be submitted by November 15 for Spring semester and June 1 for Autumn semester. Final confirmation at the end of the Welcome Week.

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WELCOME WEEK

A mix of introductory meetings, informational sessions, social and cultural activities.

All you need to know and lots of fun guaranteed!

CONTACT ON CAMPUS

Stropkaai 14, B-9000, Gent, room B.2.03

heidi.vervaecke@arteveldehs.be
(coordinator)

daan.braet@arteveldehs.be
(administrative support)

CONTACT CENTRAL OFFICES

Hoogpoort 15, B-9000, Gent

nich.yilmaz@arteveldehs.be

FACILITIES ON CAMPUS

Campus Kantienberg has a student restaurant and library.

NUMBER OF CREDITS PER SEMESTER

Minimum: 18 ECTS per semester
Maximum: 33 ECTS per semester
(including English class)

GENERAL WORKLOAD

1 ECTS represents workload of 25-30 hours, all included

TRANSCRIPTS OF RECORDS

Transcript of records are emailed to the students and their home coordinators. Upon simple request (daan.braet@arteveldehs.be) hard copies will be sent by postal service.

ACADEMIC CALENDAR

AUTUMN SEMESTER		SPRING SEMESTER	
Welcome Week	13-16 September 2022	Welcome Week	7-10 February 2023
Start semester	26 September 2022	Start semester	13 February 2023
Autumn Holidays	31 October – 4 November 2022	Easter Holidays	3 April – 14 April 2023
Christmas Holidays	26 December 2022 – 6 January 2023	End of semester	30 June 2023
End of semester	3 February 2023		

EXAMINATIONS AUTUMN AND SPRING SEMESTER

AUTUMN SEMESTER	SPRING SEMESTER
9 January – 1 February 2023	5 June – 28 June 2023
Second exam chance for both semesters: 16 August – 2 September 2023	

GRADING SYSTEM

LOCAL GRADE	DEFINITION
16-20	Excellent
14-15	Very Good
12-13	Good
10-11	Sufficient
1-9	Fail
0	Absent/Fail
NDO	Legally Absent

ACCOMMODATION AND HOUSING

Artevelde UAS assists in finding housing for incoming students:

Check here for info:

Contact: housing@arteveldehs.be

NEAREST AIRPORT

Brussels International Airport (Zaventem) & **Brussels South** (Charleroi). We do not organize airport pick-up as there is a regular train connection with Ghent from Brussels and Charleroi.

REGISTRATION AT THE CITY COUNCIL

Every incoming student has **to register at the city services** within 7 days of arrival. This can be done online. Check here for our [website](#).

INSURANCE

Exchange students need to have a **health insurance** and a **civil liability insurance**. Artevelde-UAS insures its officially registered (exchange) students automatically for accidents occurring during educational activities. Artevelde-UAS can help you to find insurance for the duration of your stay in Ghent as an exchange student
Contact: verzekeringen@arteveldehs.be

APPROXIMATE MONTHLY COSTS

- Housing: +/- €450
- Food and drinks: +/- €500
- Course books: see course descriptions;
- Tram and bus: €16 for 10 rides or a buzzy pass for €38/month or €85/3 months
- Personal expenses

For more info on costs, click [here](#).

PROOF OF SUFFICIENT MEANS

If you are a Non-EEA student¹, you will need to prove that you have the required necessary means to cover healthcare, living expenses and study and repatriation costs. There are **two possibilities** to do so:

Option 1: You transfer the means of subsistence for the complete academic year to the blocked account of Artevelde University of Applied Sciences. The amount per month is €730 (€3430 euro per semester). The amount is transferred back to your Belgian bank account in instalments of 730 euro per month.

Option 2: You have a sponsor who is able to demonstrate that he/she has sufficient resources to take over responsibility from you, for the semester or the academic year. You will need to fill out the Annex 32 document at the Embassy and deliver the signed and stamped document to us by email.

We advise you to choose the first option for a smooth student visa application process at the Belgian Embassy. You will receive a 'certificate of sufficient means of subsistence' from us as proof of the payment of the means of subsistence, which will facilitate your visa application process.

The payment deadline of the 'sufficient means of subsistence' is 30 June 2022 for Autumn 2022 and 1 December for Spring 2023, to enable a timely visa application.

Check [our website](#) for more info.

¹ EEA countries:

Austria, Belgium, Bulgaria, Croatia, Republic of Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland and the UK.