

INFORMATION SHEET
Academic Year 2023-2024

INSTITUTIONAL INFORMATION	
<p>Full Legal Name of the Institution (for incoming students 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 incoming students 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>Ref. Ares(2021)1 527929 - 27/10/2021 (B DIEPENB01 - UHasselt) – Read the Charter here.</p> <p>Ref. Ares(2021)1 521901 - 27/10/2021 (B DIEPENB07 - tUL) – Read the Charter here.</p>
Head of the Institution	Prof. dr. Bernard Vanheusden
Position	Rector
Address	<p>Martelarenlaan 42 3500 Hasselt Belgium</p>
Tel.	+32 11 26 81 11
Website	http://www.uhasselt.be/en



Institutional Coordinator	<u>Non-EU students</u> ms. Laurien Stuvers Tel. +32 11 26 90 09 E-mail laurien.stuvers@uhasselt.be
Administration Exchange Students (incoming/outgoing)	Please send your nominations and general inquiries to incoming@uhasselt.be Tel. +32 11 26 81 69 E-mail incoming@uhasselt.be
Services for staff and students (e.g. accommodation, visa, insurance, etc.)	ms. Stefanie Commeene Tel. +32 11 26 81 77 E-mail stefanie.commeene@uhasselt.be mr. Niels Lambrichts Tel. +32 11 26 90 82 E-mail niels.lambrichts@uhasselt.be

**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, semester, faculty, study level, e-mail)</p> <p>Deadlines: First semester (Autumn semester) or full academic year: 15 May of the prior academic year</p> <p>Second semester (Spring semester): 15 October of the same academic year</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 (2022-2023).</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 of the prior academic year</p> <p>Second semester (Spring semester): 1 December of the same academic year</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. This will be updated around the 1st June.</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 . The new programme will be available at the latest in August.
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 2022-2023 will be available at the latest on 1st June).</p> <p>Exception 1: The exchange study programme of the bachelor in Sciences (Biology, Chemistry, Computer Science, Mathematics and Physics) is only offered in the second semester.</p> <p>Exception 2: The exchange study programme of the bachelor in Biomedical Sciences is only offered in the second semester. Master students are also welcome in the first semester, depending on their preliminary training.</p>
Online course catalogue	Please consult our website . For the next academic year, the courses will be available at the latest on 1 st June.



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 cheap bike for students during their stay at Hasselt University. We only charge a 70 euros deposit that we reimburse after the return of the bike + 25 euro rent for your full stay.</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 the fields, and print your contract.• Read/print the 'Rent Regulations'.• Pay the 70 euro deposit + 25 euro rent via bank transfer, if possible, and bring a proof of payment.

<p>Insurance</p>	<p>As health insurance is mandatory in Belgium, Hasselt University insists that all students are covered with insurance for the full period of their stay. Furthermore, we strongly advise students to subscribe to some form of hospitalisation and repatriation insurance, as far as it is not included in your health insurance.</p> <ul style="list-style-type: none"> • <u>EU Students</u> are typically covered through their local insurance and EHI-card. • <u>All NON-EU Students</u> should enrol into the AON Student Insurance at https://www.aonstudentinsurance.com/students/en/ which costs 40 EUR/month. This is a comprehensive insurance, covering civil liability, repatriation, health and accident insurance. <p>After payment of the fee, you will receive a certificate that you should upload into your student file.</p> <p>Please make sure you use the exact same name and surname as for your enrolment at Hasselt University.</p> <p>If you have any further questions about insurance, please contact ms. Stefanie Commeene (stefanie.commeene@uhasselt.be) - or in case of absence, mr. Niels Lambrichts (niels.lambrichts@uhasselt.be).</p>
<p>Visa/travel documents</p>	<p>A visa should be applied for at the Belgian Embassy or consulate in the home country well in advance.</p> <ul style="list-style-type: none"> • <u>EU-nationals</u> do NOT need a visa • <u>non-EU nationals residing outside the EU</u> will always need a visa ('C' < 3 months or 'D' > 3 months) • <u>non-EU nationals residing INSIDE the EU</u> and carrying a valid residence

	<p>permit from that EU-country, do NOT need a visa for stays < 3 months; for stays > 3 months;, always apply for a Belgian visa in your current EU-country and do NOT travel to Belgium without a valid visa.</p> <p>Always 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 prove your solvency. This solvency can be proven in different ways:</p> <ul style="list-style-type: none"> • A document certifying that the student has been awarded a study grant or scholarship • A proof of your own financial means by transferring a certain amount to a blocked bank account in Belgium on your name • An agreement for acceptance of financial responsibility (letter of a guarantee) by the so-called Annex 32 <p>In case you would like to use the second option (prove your financial means), Hasselt University can assist you and provide you with a letter of proof of solvency. Kindly contact mr. Niels Lambrichts (niels.lambrichts@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 also contact mr. Niels Lambrichts (niels.lambrichts@uhasselt.be).</p>
Additional practical information	Please check our website for practical information prior to departure and upon arrival.
COVID-19/Illness	Please check our website for practical information in case you get ill during your stay.

**DEPARTMENTAL COORDINATORS INTERNATIONALISATION**

Business Economics (UHasselt)	Administrator: Ms. Els Welkenhuyzen
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<p>Sciences</p> <p>Tel.</p> <p>E-mail</p>	<p>Administrator: mr. Peter Vandoren</p> <p>+32 11 26 82 33</p> <p>peter.vandoren@uhasselt.be</p> <p>Academic contact persons:</p> <p>Biology (UHasselt): prof. dr. Ann Cuypers</p> <p>Chemistry (UHasselt): prof. dr. Dirk Vanderzande</p> <p>Physics (UHasselt): prof. dr. Bart Cleuren</p> <p>Statistics (tUL): prof. dr. Roel Braekers</p> <p>Mathematics (UHasselt): prof. dr. Roel Braekers</p> <p>Computer sciences (tUL): prof. dr. Fabian Di Fiori</p>
<p>Transportation Sciences (UHasselt)</p> <p>Tel.</p> <p>E-mail</p>	<p>Administrator: ms. Patricia Hellriegel</p> <p>Administrator: ms. Nadine Smeyers</p> <p>+32 11 26 91 03 (ms. Hellriegel)</p> <p>+32 11 26 91 04 (ms. Smeyers)</p> <p>patricia.hellriegel@uhasselt.be</p> <p>nadine.smeyers@uhasselt.be</p>