

**INFORMATION SHEET**  
**Academic Year 2014-2015**

<b>INSTITUTIONAL INFORMATION</b>	
<p><b>Full Legal Name of the Institution</b> (for students coming for an exchange programme in Applied Economic Sciences, Architecture, Biology, Chemistry, Industrial Sciences, Interior Design, Mathematics, Physics, Physiotherapy, Transportation Sciences)</p>	Universiteit Hasselt – Hasselt University (UHasselt)
<p><b>Full Legal Name of the Institution</b> (for students coming for an exchange programme in Biomedical Sciences, Computer Sciences, Law, Statistics)</p>	Transnationale Universiteit Limburg - Transnational University Limburg (tUL)
<b>Erasmus code of the Institution</b>	B DIEPENB 01 (UHasselt)  B DIEPENB 07 (tUL)
<b>Erasmus University Charter (EUC) number</b>	27921-IC-1-2007-1-BE-ERASMUS-EUC-1 (UHasselt)  217390-IC-1-2007-BE-ERASMUS-EUC-1 (tUL)
<b>Head of the Institution</b>	<a href="#">Prof. dr. Luc De Schepper</a>
<b>Address</b>	Martelarenlaan 42 3500 Hasselt Belgium
Tel.	+32 11 26 81 1
Website	<a href="http://www.uhasselt.be/en">http://www.uhasselt.be/en</a>
<b>Institutional Coordinator</b>	<a href="#">Ms. Liesbeth Oeyen</a>
Tel.	+32 11 26 80 66
E-mail	<a href="mailto:liesbeth.oeyen@uhasselt.be">liesbeth.oeyen@uhasselt.be</a>
<b>Administration Exchange Students (incoming/outgoing)</b>	<a href="#">Mrs. Erika Vandersmissen</a>
Tel.	+32 11 26 81 69
E-mail	<a href="mailto:erika.vandersmissen@uhasselt.be">erika.vandersmissen@uhasselt.be</a>
<b>Services for staff and students (e.g. accommodation, visa, insurance, etc.)</b>	<a href="#">Mr. Marc Thoelen</a>
Tel.	+32 11 26 81 77
E-mail	<a href="mailto:marc.thoelen@uhasselt.be">marc.thoelen@uhasselt.be</a>

<b>DEPARTMENTAL COORDINATORS INTERNATIONALIZATION</b>	
<b>Applied Economics (UHasselt)</b>	Administrator: <a href="#">Mrs. Kathy Hoffer</a> Academic contact person: <a href="#">Mr. Wouter Faes</a> Tel. +32 11 26 87 18 E-mail <a href="mailto:kathy.hoffer@uhasselt.be">kathy.hoffer@uhasselt.be</a>
<b>Architecture (UHasselt)</b>	Administrator/Academic contact person: <a href="#">dr. Els Hannes</a> Tel. +32 11 24 92 06 E-mail <a href="mailto:els.hannes@uhasselt.be">els.hannes@uhasselt.be</a>
<b>Biomedical Sciences (tUL)</b>	Administrator: <a href="#">Mrs. Astrid Waterinckx</a> Academic contact person: <a href="#">Prof. dr. Sven Hendrix</a> Tel. +32 11 26 92 28 E-mail <a href="mailto:astrid.waterinckx@uhasselt.be">astrid.waterinckx@uhasselt.be</a>
<b>Industrial Sciences (UHasselt)</b>	Administrator/Academic contact person: <a href="#">dr. Els Wieërs</a> Tel. +32 11 29 21 30 E-mail <a href="mailto:els.wieers@uhasselt.be">els.wieers@uhasselt.be</a>
<b>Interior Design (UHasselt)</b>	Academic contact person: <a href="#">dr. Jan Vanrie</a> Tel. +32 11 24 92 42 E-mail <a href="mailto:jan.vanrie@uhasselt.be">jan.vanrie@uhasselt.be</a>
<b>Law (tUL)</b>	Administrator: <a href="#">Mrs. Ingrid Vrancken</a> Academic contact person: <a href="#">Prof. dr Charlotte Declerck</a> Tel. +32 11 26 90 24 E-mail <a href="mailto:ingrid.vrancken@uhasselt.be">ingrid.vrancken@uhasselt.be</a>
<b>Physiotherapy (UHasselt)</b>	Administrator/Academic contact person: <a href="#">dr. Marita Granitzer</a> Tel. +32 11 29 49 77 E-mail <a href="mailto:marita.granitzer@uhasselt.be">marita.granitzer@uhasselt.be</a>
<b>Sciences</b>	Administrator: <a href="#">Mrs. Isabel Thys</a> Academic contact person <b>biology (UHasselt)</b> : <a href="#">Prof. dr. Ann Cuypers</a> Academic contact person <b>chemistry (UHasselt)</b> : <a href="#">Prof. dr. Dirk Vanderzande</a> Academic contact person <b>physics (UHasselt)</b> : <a href="#">Prof. dr. Carlo Vanderzande</a> Academic contact person <b>statistics (tUL)</b> and <b>mathematics (UHasselt)</b> : <a href="#">Prof. dr. Roel Braekers</a> Academic contact person <b>computer sciences (tUL)</b> : <a href="#">Prof. dr. Fabian Di Fiori</a> Tel. +32 11 26 82 58 E-mail <a href="mailto:isabel.thys@uhasselt.be">isabel.thys@uhasselt.be</a>
<b>Transportation Sciences (UHasselt)</b>	Administrator: <a href="#">Mrs. Nadine Smeyers</a> Academic contact person: <a href="#">dr. Stijn Daniels</a> Tel. +32 11 26 91 04 E-mail <a href="mailto:nadine.smeyers@uhasselt.be">nadine.smeyers@uhasselt.be</a>

<b>GENERAL INFORMATION</b>	
Nomination (compulsory)	<p>Please nominate your students by sending an e-mail to <a href="mailto:erika.vandersmissen@uhasselt.be">erika.vandersmissen@uhasselt.be</a> including the details of the students you have selected (names, date of birth, study programme, study level, e-mail)</p> <p><b>Deadlines:</b> First semester (Autumn semester) or full academic year: <b>15 May</b></p> <p>Second semester (Spring semester): <b>15 October</b></p>
Online registration (compulsory)	<p>All incoming exchange students have to register on our <a href="#">website</a>.</p> <p>Please make sure you register as an EXCHANGE STUDENT and for the correct academic year (2014-2015).</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: <b>15 July</b></p> <p>Second semester (Spring semester): <b>1 December</b></p>
Documents required for online registration	<ul style="list-style-type: none"> <li>- Copy of ID or passport</li> <li>- Letter of nomination from home university</li> <li>- (Provisional) learning/training agreement</li> <li>- Official Transcript of Records</li> <li>- Copy of the European health insurance card (compulsory for European students) or other health insurance document</li> </ul>
Academic calendar	<p><b>Please note that each department/faculty has a different academic calendar, so please consult our <a href="#">website</a>.</b></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>
Orientation programme (compulsory)	More information will be available on our <a href="#">website</a> .
Preferred semester for receiving incoming students	Both semesters are acceptable, provided that the student finds a suitable programme equivalent to 21 ECTS credits/semester (please check the <a href="#">course catalogue</a> on our website).
Online course catalogue	Please consult our <a href="#">website</a> .
Language of instruction	English or Dutch. Please check the <a href="#">course catalogue</a> on our website.
Grading system	Please consult our <a href="#">website</a> .
ECTS (yes/no)	YES
Additional academic information	Please consult our <a href="#">website</a> .
Housing arranged (yes/no)	<p>Limited offer of rooms in Diepenbeek on request on a first come first served basis (please contact <a href="mailto:marc.thoelen@uhasselt.be">marc.thoelen@uhasselt.be</a>) and after payment of a deposit.</p> <p>Another option is to look for accommodation yourself. If you wish to obtain a list of the available student rooms on the market, please consult our <a href="#">database</a>.</p>
Average accommodation cost per month	Average rents range from 240-330 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 <a href="#">information</a> .
Insurance	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

	<p>far as it is not included in your health insurance.</p> <p>For non-European students a compulsory insurance (<a href="#">Student Insurance Programme</a>, SIP) is automatically initiated by the University, unless the student can proof he has an own insurance. The cost for this insurance is 40 EURO/month.</p> <p>If you have any further questions about insurances, please contact Mr. Marc Thoelen (<a href="mailto:marc.thoelen@uhasselt.be">marc.thoelen@uhasselt.be</a>).</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 <a href="#">Federal Foreign Affairs Department</a> to find out whether you need a visa to come to Belgium.</p> <p>For further information, please contact Mr. Marc Thoelen (<a href="mailto:marc.thoelen@uhasselt.be">marc.thoelen@uhasselt.be</a>).</p>
Additional practical information	<p>Please check our <a href="#">website</a> for practical information prior to departure and upon arrival.</p>