

### Fact sheet 2024-2025

Official name	UNIVERSITEIT GENT / GHENT UNIVERSITY
Erasmus Code	B GENT 01
Faculty	Faculty of Economics and Business Administration
Contact - Incoming exchange students	Mrs. Elke De Vidts Mr. Joris Gils <a href="mailto:int.feb@UGent.be">int.feb@UGent.be</a>
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<b>Course Catalogue</b>	<a href="https://studiekiezer.ugent.be/2024/exchange-programme-in-economics-and-business-administration/programma">https://studiekiezer.ugent.be/2024/exchange-programme-in-economics-and-business-administration/programma</a>
<b>Welcome guide</b>	<a href="https://www.ugent.be/en/administration/welcome">https://www.ugent.be/en/administration/welcome</a>

### Organisation of the academic year 2024-2025

#### General overview:

First semester: last week September till February

First semester exams: January

Second semester: February till July

Second semester exams: June

Re-sit exams for first and second semester: mid August till mid September

The academic year 2024-2025 will start on Monday 23<sup>th</sup> of September 2024.

The Welcome Days start on 18<sup>th</sup> of September 2024 (attendance is required)

### Application procedure

Information about the nominations and application procedure is available on

<https://www.ugent.be/eb/en/exchange-student/overview.htm>

Nomination deadlines: [Here](#) you can nominate online your outgoing students who wish to study at UGent

For the 1st semester and a full academic year: deadline = April 15<sup>th</sup>

For the 2nd semester: deadline = October 15<sup>th</sup>

Application deadlines:

For the 1st semester and a full academic year: deadline = May 15<sup>th</sup>

For the 2nd semester: deadline = November 15<sup>th</sup>

Exchange period: students can only stay the period they have applied for. Prolongation is NOT possible!

### Courses

#### Course offer

The Faculty of Economics and Business Administration has a wide variety of courses in English at Master level.

The course offer at Bachelor level is limited!

All details can be found in our course catalogue:

<https://studiekiezer.ugent.be/2024/exchange-programme-in-economics-and-business-administration/programma>

Note: the exchange programme is composed out of all the English instructed subjects at our faculty, in 5 different study fields in 2 different levels. Course schedules from the different study fields are not in accordance to each other!

Students who speak Dutch as mother tongue or who hold a certificate of level B2 in Dutch can also select courses from the Dutch programme, if they meet the course requirements.

Students can also take courses taught at other faculties (max. 40% of the total workload in the LA) if the faculty concerned agrees.

### Requirements

Study level Bachelor: courses are instructed at 3th year Bachelor. This means that prospect students need to have completed minimum 120 ECTS in the (relevant) home degree by the start of the exchange period.

Study level Master: to include Master courses in the curriculum, prospect students need to have completed minimum 180 ECTS in the (relevant) home degree by the start of the exchange period.

Students need to check if they meet the initial competences of the course requirements.

### Workload

The Faculty of Economics and Business Administration only considers exchange applications with a minimum workload of 24 ECTS/semester. **Important: incoming exchange students are required to have a balanced workload between the exchange curriculum and the workload of the degree components that would normally be completed at the sending institution (and which will be 'replaced' after successful completing the exchange programme).** This means that the workload of educational components at the sending institution (to be replaced during mobility) should also amount minimum 24 ECTS (= table B of the LA)!

**Nominated students should have at least 24 ECTS available (thesis/internship not included) in their degree programme at the start of the exchange period, for credit transfer to 'replace' degree components during mobility.**

### Course registration

The formal course registration needs to be completed during the first two weeks of the academic semester.

Students will receive all information about registration during the Welcome Days, just before the beginning of the semester.

### Can Bachelor students take Master courses?

Bachelor students might be allowed to take a Master course if they can proof they meet the initial competences and the course requirements of that specific course + with explicit approval from the UGent lecturer in charge.

This means no guarantees, about the curriculum, can be provided before mobility.

### Exams

The evaluation can be based on permanent and/or periodic evaluation. In case the final evaluation is based on several partial evaluations, only the final total grade will be mentioned on the transcript of records.

Students are automatically registered for exams and re-sit exams. There's no extra subscription or payment required.

### Grading

Exams are graded on a 20 point scale. A student with a score of at least 10/20 obtains a credit for that course, with the number of ECTS-points associated with the course. Every student is entitled to two examination opportunities per course per academic year.

Grade conversion and ECTS: <https://www.ugent.be/en/qhentuniv/principles/internationalisation/ects/qgrading.htm>

### Language requirements

A good knowledge of Dutch and/or English is essential for studying at Ghent University.

**Exchange students** need to provide one of these language certificates:

A statement from your international office/English teacher is NOT sufficient!

<https://www.ugent.be/eb/en/exchange-student/overview.htm#Languagerequirements>

To follow courses in English at the Faculty of Economics and Business Administration **level B2** is required.

For information about language tests and courses: [uct@UGent.be](mailto:uct@UGent.be)

### Accommodation

Housing is available at the University Halls of Residence, where a number of rooms are reserved for international students. Available places are limited! **So the majority of students need to rent a student room on the private market.** <https://www.ugent.be/en/facilities/housing>

Exchange students can only apply for a room in the University Halls of Residence after having applied as an exchange student at Ghent University: <https://www.ugent.be/en/facilities/housing/exchange.htm>

### Disability

Ghent University has facilities for students with a learning or physical disability. Disabled students can rely on the support services, which offers material, technical, and social aid.

<https://www.ugent.be/en/facilities/support>

### Estimated cost of living

<https://www.ugent.be/en/facilities#CostoflivinginBelgium>

Tuition fee	Exchange students do not pay any tuition fees at Ghent University, but pay the tuition fee at their home university.
Courses/books	+/- € 500 per academic year
Study material	+/- € 100 per academic year
Housing (student room / studio)	€ 490 – € 650 per month
Housing (apartment)	Minimum € 800 per month
Transport: Bus Pass (student)	€ 215 per year
Transport: Bike rental	€ 35 – € 70 per year

### Insurance

Health insurance is obliged.

EU-inhabitants: European Health Insurance Card (= blue card)

Non-EU: a copy of your application for health insurance at a 'ziekenfonds' in Belgium

<https://www.ugent.be/prospect/en/administration/insurance-prospect-students>