

## Exchange Partner Information Sheet

In order to offer the best treatment to the students of your University interested in an exchange stay at the Université catholique de Louvain, you will find below the most important information about our exchange procedures:

### International Office Contact Information at the Faculty of sciences

**Dr Ana Fernandez-Gacio**  
*International Relations Coordinator*  
(Bilateral Agreements)  
[ana.fernandez@uclouvain.be](mailto:ana.fernandez@uclouvain.be)

**Ms Aloysia Stephenne**  
Incoming and outgoing contact point  
[Aloysia.stephenne@uclouvain.be](mailto:Aloysia.stephenne@uclouvain.be)

For nomination, please sent an email to Ms Stephenne with the name, family name, email, semester and subject of studies of your selected students. She will contact the student with the documents and procedure to be followed to be registered as exchange student.



## *A window open to the world*

*Since its foundation in 1425, "openness to the world" has been at the core of the UCLouvain's missions in teaching and research. One fifth of our students come from the five continents representing more than 120 nationalities.*

Our Institution's website	<a href="http://www.uclouvain.be">www.uclouvain.be</a>
Website for Exchange Information	<a href="https://uclouvain.be/fr/etudier/etudiant-echange.html">https://uclouvain.be/fr/etudier/etudiant-echange.html</a>
Academic Calendar 2026/2027 1 <sup>st</sup> semester/term 2 <sup>nd</sup> semester/term	<p>The academic school year covers two quarters, called "quadrimestres".</p> <ul style="list-style-type: none"><li>• Classes during the first semester of 2026-2027 will be given from September 15th until end December; exams are held during January 2027.</li><li>• Classes during the second semester are from beginning of February 2027 until mid-May , with two weeks for Easter vacation; exams are held during the month of June 2027.</li></ul> <p>During the third exam session, held mid- August and early-September, the student can re-sit exams for those subjects for which he or she has not yet obtained a satisfactory result or for which he or she has not yet taken the exam. Each exam however can only be taken twice during the year. Students are strongly advised to attend courses from the very beginning, in order to increase their chances of passing their exams at UCLouvain.</p>

<p><b>Application Deadlines</b></p> <p>Semester 1:</p> <p>Semester 2:</p>	<p><u>Nomination by 30<sup>th</sup> April and completed application by May 31 (First semester or full academic year )</u>          Applying before the end of April is highly recommended, given the limited availability of university housing.</p> <p><u>Nomination by 15th September and completed application by November 30 (Second semester)</u>          Applying before the end of September is highly recommended, given the limited availability of university housing.</p>
<p><b>Required documents for Exchange Application</b></p>	<p>Admission and registration of exchange students is organized through the faculty or the school. An exchange student will receive a registration form once the Faculty of sciences has been informed of his/her selection by the home institution. The form should be sent back to <u>Ms Stephenne</u>, together with the following documents:</p> <ol style="list-style-type: none"> <li>1. a photocopy of a valid passport or identity card;</li> <li>2. an ECTS Learning agreement duly signed by the academic coordinator of the sending university;</li> <li>3. a transcript of records of all preceding years in higher education;</li> <li>4. for the programs taught in French, a French language certificate if French is not the mother tongue.</li> <li>5. the document « regulations-private life » signed</li> </ol> <p><u>Students nationals from the UE, Iceland, Liechtenstein, Monaco, Norway, Switzerland and assimilated (students who do not need a visa) :</u></p> <p>As soon as his/her file has been processed by the Office of the Registrar, the student receives an e-mail on his/her own personal address, which indicates the process to be followed to activate his/her global account and have then access to his/her virtual desk and other features offered to registered students.</p> <p><u>Students nationals outside the UE (except for Iceland, Liechtenstein, Monaco, Norway, Switzerland) and non-assimilated (students who do need a visa) :</u></p> <p>As soon as his/her file has been processed by the Office of the Registrar, the student receives an e-mail on his/her own personal address, which indicates the process to be followed to activate his/her global account and have then access to the virtual desk and to the letter 'autorisation d'inscription', which will allow to obtain his/her visa, together with another features offered to registered students.</p> <p><u>For all exchange students :</u></p> <p>At the start of the semester, access and student cards are given to the students by the host faculties, in exchange for the presentation of their European Health Insurance Card or their health insurance certificate.</p>



Application documents and housing	The application documents will be sent to the student by email following their nomination and regarding the housing, check the web address: <a href="https://uclouvain.be/fr/etudier/logement/a-propos.htm">https://uclouvain.be/fr/etudier/logement/a-propos.htm</a> and you can apply for housing here: <a href="https://www.uclouvain.be/fr/logement/demande-de-logement-en-ligne-pour-louvain-la-neuve">https://www.uclouvain.be/fr/logement/demande-de-logement-en-ligne-pour-louvain-la-neuve</a>
Language(s) of Instruction	The programs of bachelor of the Faculty of sciences <u>are predominantly in French</u> . A good command of French language will therefore be required in most of the subject areas.
Minimum Language Requirements for incoming exchange students	At Master level, <u>three programs are fully offered in English</u> : the Master in Chemistry, the Master in Physics and the Master in Biochemistry and Molecular and cellular Biology. Even for courses given in French language, some teachers may offer some facilities to non-French speaking students, for instance partial readings in English or the possibility to take exams in other languages. Additional information on the language of instruction and the courses of English on offer are made available on the <u>faculty web sites</u> or in detail in the descriptions of each individual course. Intensive courses are organized before classes start and during the academic year.
French language courses	
Minimum and Maximum course/unit load students can take in one semester/term	According to the ECTS system, a normal workload of one academic year is 60 ECTS and of one semester is 30 ECTS. Although it is up to the home university to determine the exact number of credits you are required to earn, the Faculty of sciences expects you to have a workload comparable to the one you would be required to take on at your home institution.
Programs/courses available for Exchange students	All the courses program of the Faculty of sciences and possibility of attending courses from other UCLouvain faculties (maximum 50% of your program)
Restricted programs / courses not open to Exchange students	No
Do students register for courses before their arrival or upon arrival?	YES. Before arrival a learning agreement has to be established and may be modified once at Louvain-la-Neuve (the ECTS learning agreement that must be signed by the origin academic coordinator and the UCL academic coordinator)
Web address(es) with information on courses/units available and unit outlines	<a href="https://www.uclouvain.be/fr/facultes/sc/nos-formations-ti">https://www.uclouvain.be/fr/facultes/sc/nos-formations-ti</a> <a href="https://catalogue-formations.uclouvain.be/en/search">https://catalogue-formations.uclouvain.be/en/search</a> (Study programme search engine, recommended choosing Faculty of science)
Can exchange students attend just 1 semester at UCLouvain?	Yes



<p>Is University accommodation available for Exchange students?</p>	<p>Yes. There are three types of accommodation available: flats provided by the UCL Housing service, flats provided by private agencies and accommodation with a private landlord/lady.</p> <p>For any additional information, please contact directly the Housing Service: <a href="https://uclouvain.be/fr/etudier/logement">https://uclouvain.be/fr/etudier/logement</a></p> <p>Rue de la Gare 6 B-1348 Louvain la Neuve Tel.: +32-10-47.22.92 Fax: +32-10-47.20.39</p> <p>If the student fulfils the eligibility criteria, he/she has to complete an e-form <a href="https://www.uclouvain.be/fr/logement/demande-de-logement-en-ligne-pour-louvain-la-neuve">https://www.uclouvain.be/fr/logement/demande-de-logement-en-ligne-pour-louvain-la-neuve</a></p> <p>Definitive allocation of accommodation will not take place until confirmation of the admission by the Faculty. A waiting list for accommodation booking will be maintained until end July , according to the order in which applications are received.</p>
<p>What is the cost for housing?</p>	<p>The rent (all extra costs, "charges" included., except for electricity) ranges from € 243,- to € 340 per month. In addition you will have to pay a € 150 warranty when you sign your lease and a contract fee of 35 EURO.</p>
<p>Average living costs per month (food, transportation, etc.)</p>	<p>Around 650 to 750 euros/month:</p> <ul style="list-style-type: none"> <li>• monthly rent (charges included) 243 to 340 €</li> <li>• contract fee 35€</li> <li>• Food 250€</li> <li>• transport ----</li> <li>• Tel. , sport, cinema, Laundry, Trips 150 €</li> </ul>
<p>Medical insurance</p>	<p>Exchange students must be covered by a health insurance policy which is <u>valid for Belgium</u>. Proof of this policy will be requested (European health card, or proof of private insurance).</p> <p>When registered at UCLouvain the student automatically receives accident and damage insurance coverage for academic related activities.</p>

