



Annex to Erasmus+ Inter-Institutional Agreement

Ghent University Factsheet

1. Institutional Information

1.1. Institutional details

| | |
|-------------------------|--|
| Name of the institution | UNIVERSITEIT GENT / GHENT UNIVERSITY |
| Erasmus Code | B GENT 01 |
| EUC | 27910-IC-1-2007-1-BE-ERASMUS-EUCX-1 |
| Institution website | http://www.UGent.be/en |
| Online course catalogue | www.UGent.be/coursecatalogue |

1.2. Main contacts

| | |
|-----------------|---|
| Contact person | Prof. Dr. Luc François |
| Responsibility | Chief International Officer |
| Contact details | Phone: +32 9 264 70 03 - Fax: +32 9 264 31 31 |

| | |
|-----------------|--|
| Contact person | Mrs. Geneviève Cochez |
| Responsibility | Erasmus institutional coordinator |
| Contact details | Phone: +32 9 264 70 16 - Email: Genevieve.Cochez@UGent.be |

| | |
|-----------------|--|
| Contact person | Mrs. Greet Naessens - Mrs. An Van Laeken |
| Responsibility | Bilateral agreement administration |
| Contact details | Phone: +32 9 264 70 34 - +32 9 264 70 66 - Email: ErasmusAgreements@UGent.be |

| | |
|-----------------|--|
| Contact person | Mrs. Carole Picavet |
| Responsibility | Incoming exchange student adviser |
| Contact details | Phone: +32 9 264 70 15 - Email: Carole.Picavet@UGent.be |

| | |
|-----------------|--|
| Contact person | Mrs. Kelly Van Malderen |
| Responsibility | Outgoing exchange student adviser |
| Contact details | Phone: +32 9 264 70 25 - Email: studentsout@UGent.be |

| | |
|-----------------|--|
| Contact person | Mrs. Charlotte Moulin |
| Responsibility | Incoming degree student adviser |
| Contact details | Phone: +32 9 264 70 07 - Email: Charlotte.Moulin@UGent.be |

2. Detailed requirements and additional information

2.1. Recommended language skills

The sending institution, following agreement with our institution, is responsible for providing support to its nominated candidates so that they can have the recommended language skills at the start of the study or teaching period.

| Type of mobility | Subject area | Language(s) of instruction | Recommended language of instruction level * |
|------------------------------|--------------|----------------------------|---|
| Student Mobility for Studies | Any | Dutch or English | B2 |
| Staff Mobility for Teaching | Any | Dutch or English | B2 |

* Level according to Common European Framework of Reference for Languages (CEFR), see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

Exchange students should fill out the document "Language requirements for exchange students" www.UGent.be/en/teaching/admission/exchangestudent/languagerequirements.htm. For information about language tests and courses: uct@UGent.be

2.2. Additional requirements - information

Ghent University has facilities for students with a learning or physical disability. Disabled students can rely on the support service 'Cursief, student & disability', which offers material, technical, and social aid. More information can be found on the following website: www.UGent.be/en/facilities/support.

2.3. Calendar

2.3.1. Nomination Deadlines

Information about the application procedure is found on www.UGent.be/en/teaching/admission/exchangestudent/application.htm

Applications/information on students nominated must reach our institution by:

| | |
|--------------------|---------------|
| Autumn term | May 15th |
| Spring term | November 15th |

Exceptions are the Faculty of Medicine (Depts. of Movement and Sports Sciences and Rehabilitation Sciences and Physiotherapy) and the Faculty of Sciences, please check the website above.

2.3.2. Decision Response

We will send our decision within 6 weeks.

2.3.3. Transcripts of Records

A Transcript of Records will be issued no later than 5 weeks after the assessment period has finished at our institution.

2.3.4. Termination of Agreement

In the event of unilateral termination, a notice of at least one academic year should be given. This means that a unilateral decision to discontinue the exchanges notified to the other party by 1 September 20XX will only take effect as of 1 September 20XX+1. The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."]

3. Additional information

3.1. Grading system

Ghent University is fully committed to the correct and objective conversion of grades obtained abroad. From the very beginning it has applied the old ECTS grading scale based on statistical distribution tables for all its students. Gent is also the coördinator of the EGRACONS project (www.egracons.eu), which aims at developing a European conversion tool. Depending on the faculty and programme, grades at UGent vary between 10 (pass mark) and 20. The average grade is either 13 (Bachelor) or 14 (Master) and 19 and 20 are almost never given (less than 1%). Even 18 is rare. On the transcript of records for each course unit, the percentage of students that obtain the same grade for the reference group is given, as well as the percentages of students who obtain a lower grade and those that obtain a higher grade. This corresponds to a condensed distribution table. The correct conversion of grades from Gent (for incoming students) depends on the availability of grading tables at the home university for the reference group that the student belongs to.

3.2. Visa

Our institution will provide assistance, when required, in securing visas for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following contact points and information sources:

| | |
|------------------------|---|
| Contact person | Mrs. Carole Picavet |
| Responsibility | Incoming exchange student adviser |
| Contact details | Phone: +32 9 264 70 15 - Email: Carole.Picavet@UGent.be |
| Website | http://www.ugent.be/en/teaching/admission/exchangestudent/visa.htm |

3.3. 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

Our institutions will provide assistance in obtaining insurance for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education.

http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

We will inform incoming students/staff of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

| | |
|------------------------|--|
| Contact person | Mrs. Carole Picavet |
| Responsibility | Incoming exchange student adviser |
| Contact details | Phone: +32 9 264 70 15 - Email: Carole.Picavet@UGent.be |
| Website | www.UGent.be/en/teaching/admission/exchangestudent/insurance.htm |

3.4. Housing

Housing is available at the University Halls of Residence, where a number of rooms are reserved for international students, or at the private market. The Housing Department advises students on finding accommodation.

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

| | |
|-----------------------|--|
| Responsibility | Mrs. Myriam Van den Branden - E-Mail: Myriam.VandenBranden@UGent.be |
| Website | www.UGent.be/en/facilities/housing |