

ERASMUS / EXCHANGE - INFORMATION PACKAGE

2015 - 2016



Faculty of Economics and Business - Campus Leuven

KU Leuven

Sources:

- ECTS Information Package Faculty of Economics and Business 2014-2015
- Travelling to Leuven 2014-2015

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This information is also available on : www.feb.kuleuven.be/eng/leuven/edu/exchangestudents

KU LEUVEN

FACULTY OF ECONOMICS AND BUSINESS

CAMPUS LEUVEN

ACADEMIC YEAR 2015 - 2016

This brochure is aimed at students of European and non-European universities, intending to visit the **KU Leuven** within the framework of an Erasmus or exchange agreement with their home institution. By supplying practical information about the university and the way in which exchanges are organised at KU Leuven, it allows the students to prepare for their stay at Leuven.

The Faculty of Economics and Business welcomes you and congratulates you on your choice of Leuven.

We wish all exchange students a rewarding and enjoyable time.

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CHAPTER I

Faculty of Economics and Business - Campus Leuven

- 1. WHAT TO DO UPON YOUR ARRIVAL?**
- 2. WHERE IS THE FACULTY OF ECONOMICS AND BUSINESS?**
- 3. HOW DO I PICK MY COURSES?**
- 4. WHAT ABOUT THE EXAMS?**
- 5. WHICH FACILITIES ARE AVAILABLE?**
- 6. PRACTICAL INFORMATION**

WHAT TO DO UPON YOUR ARRIVAL?

1. HOW DO I GET TO LEUVEN ?

Brussels National Airport is situated in Zaventem, between Leuven and Brussels. Travelling to and from the airport is easy.

By train: Brussels National Airport has its own railway station. This station is located in the underground (level -1) of the airport terminal building itself. "The Airport City Express" links the airport with the East, the West and the South of Belgium. There is a **direct link** from the airport in Zaventem to Leuven, so you can take a Leuven bound train. Schedule information for the airport city express and the whole of Belgium (and international trains) is available on the Belgian Railways (SNCB/NMBS) website www.belgianrail.be/en/. Enter Zaventem Airport as the departure or destination station. The trip from the airport to Leuven should take about 20 minutes (by express train).

By taxi: Taxis are available outside the arrivals hall. The fare from the airport to Leuven is about €70. Licensed taxis can be identified by the yellow and blue licence emblem.

By car: The airport is easily accessible from the E40; follow the signs for airport or Zaventem. Allow ample time to get there during rush hours. Short-term and long-term parking facilities are available at Brussels Airport 24 hours a day. You can find more information on Brussels Airport online: www.brusselsairport.be.

Students who arrive in **Brussels South Charleroi Airport**, can take the shuttle bus which leaves the airport every hour. Journey time is about 45 to 60 minutes. The destination of the shuttle bus is the Brussels railway station "Brussels South/Brussel Zuid/Bruxelles Midi". The bus will stop at the crossing of "Rue de France" and "Rue de l'Instruction" near the train station. Fares are about €13 (single). Tickets are sold inside the airport terminal. You can take a direct train to Leuven at the Brussels South/Midi-railway station.

Please Note: Do NOT take the train going to "Louvain-la-Neuve", as this will not bring you to Leuven, but to the Université Catholique de Louvain (UCL) in Ottignies.

Once you are in Leuven, everything is within walking distance. Those who want to avoid a stroll, can always take a taxi. One of the best places to pick up a taxi is just outside the train station. Public transport in Belgium is safe and reliable. Trains run on regular schedules and connect Leuven to almost any city in Belgium. International train connections are also available. You can buy tickets in the station. More information can be found on the following website: www.belgianrail.be/en/

Those who have a car should realise that Leuven operates a blue parking zone throughout the city, with limited parking during the day time (you need a special parking card with time indication behind the car's windscreen). There is underground parking in the town centre (Parking Ladeuze, Ladeuzeplein) and there are a lot of public parking spaces, but they are not free of charge. Also note that Leuven operates a 30km/hour speedlimit in the whole of the city centre.

The **KU Leuven podcast** provides all kinds of useful information that you may need when you first arrive in Belgium, starting from what to do and where to go when you arrive at the airport. There are several different recordings which will help you get to Leuven and settle in once you have arrived.

Download the travel podcasts at: www.kuleuven.be/english/podcast/

2. HOW DO I FIND A PLACE TO STAY?

When should I arrive?

We advise all exchange students to arrive well before the start of their courses in order to arrange their housing. Students studying in Leuven during the first semester or for a full academic year are recommended to arrive at least two or three weeks in advance, or to visit Leuven some time in August and book a room then. The week before the start of the academic year is the most difficult time to find both temporary and permanent accommodation.

What should I do once I have arrived?

Most Belgian students rent **private rooms** (or “kot” in Dutch) in a student house shared between 5 to 15 fellow students. Rooms are mostly for one person and furnished. The average size of a room is 12 to 15 m². Bed linen and kitchen utensils are not provided. Each room has a private sink, but showers, toilets and kitchen are shared. Access to the internet is widely available in private student accommodation. Rooms are rented per academic year. The rental term starts in September and is concluded for 10, 11 or 12 months. Rooms which become available during the academic year will be rented out for the remainder of the initial rental term. The average rent is approximately €350 per month, including expenses for heating, electricity and water. The price depends on the rental term, size and the private comfort of the room. Landlords who rent for shorter periods usually ask a higher rent than the average.

“**Studio**” is the word commonly used in Leuven to refer to a one-room flat, with a private bathroom and kitchenette. Studios usually come furnished and have an average size of 18 to 20 m². Some larger studios may be suitable for couples, but most of them are intended for one person only. The rent ranges from €460 to €600 per month. The cost for heating, electricity and water is usually not included. The common rental term for a studio is 12 months, but some studios can be rented for a shorter period.

The KU Leuven has reserved about 400 of its +/-2000 **non-subsidized university residence rooms** and studio's to house international students. For more information about accommodation for international students in non-subsidized university residence rooms visit the following website: <https://admin.kuleuven.be/sab/ex/en/accommodation>

You also may consider renting a room in one of the **private residence halls** with a cooperation agreement with the KU Leuven. 20% of the available rooms are allocated to international students. The rooms are randomly located amongst rooms for Belgian students. Visit the following website to apply: www.admin.kuleuven.be/sab/ex/en/ca/

The majority of exchange students are referred to the private housing market for permanent accommodation. Please consult www.kotwijs.be the housing database of the KU Leuven Housing Office. This website offers a variety of rentals; until the end of the academic year (until July, August or September), short term - subletting from a student and also short term - renting from a landlord. In the beginning of the rental season (during the months of May, June and the beginning of July) the number of rooms will be the greatest.

It is not easy to rent a room from abroad. Because of the wide variety in prices, comfort, surface area etc., it is very risky to make a choice from abroad, without having viewed at least a few rental units personally. As most private landlords use a contract in Dutch, it is very important to understand the contract before signing it. According to Belgian law, a contract once signed, cannot be terminated before it expires. Moreover, most landlords prefer to rent to students they have met personally. Therefore it is recommended to visit Leuven to find accommodation. Since the supply of housing tends to shorten quite quickly, it is advisable to visit Leuven some time before the start of academic year.

If you need assistance in renting a room, please visit the Van Dalecollege at Naamsestraat 80, where the **Housing Service** and other student services are situated. The simplest route from the station to the Naamsestraat is to follow the Bondgenotenlaan (main street in front of the station) to the old Town Hall (in Dutch: Stadhuis) on the Grote Markt, and then take the Naamsestraat from the Grote Markt. The distance is roughly 1.5 kilometres, for which the taxi fare should be about €7. You can also take city busses (No. 2 direction 'Campus Boskant') to St. Michael's Church (Naamsestraat) and walk further up the hill for approximately 200 m. A bus ride costs about €2.

If no permanent housing has been arranged before departure to Leuven, it is necessary to arrange **guesthousing** for about one week. Prices can vary. More info on guesthousing is available on: www.kuleuven.be/english/student-services/accommodation/guesthousing/index.html

Once in Leuven and settled in a temporary guestroom, exchange students should go immediately to the Housing Service where they will be given information and guided through the procedure to find permanent housing. **Always bring your LETTER OF ADMISSION to the Housing Service!** Without letter of admission the Housing Officer can not give the proper housing advice.

Please note: The week before the start of the academic year is the most difficult time to find both temporary and permanent accommodation. Please arrive earlier, if possible!

Housing Service - Van Dalecollege
Naamsestraat 80
Phone : +32 16 32.44.00 - Fax : 32 16 32.88.20
E-mail : housingservice@dsv.kuleuven.be
www.kuleuven.be/english/student-services/accommodation
www.kotwijs.be



Student Services - Van Dalecollege

Naamsestraat 80, Leuven

3. HOW DO I REGISTER WITH THE UNIVERSITY?

How do I register at the Faculty of Economics and Business?

Upon arrival, first contact your faculty's Administrative Coordinator Ms. Lieve Smets, to obtain permission for registration as an erasmus/exchange-student at KU Leuven. All practical matters and administrative procedures should be taken care of by Ms. Smets. She is your contact person for all erasmus/exchange related matters.

Upon arrival, you will get:

1. Your letter of acceptance indicating that you are an erasmus/exchange student at our faculty. You will need this letter for inscription at the University Hall - Naamsestraat 22.
2. Your Learning Agreement. You are obliged to fill out this form as it indicates which courses you'll follow in the 1st and in the 2nd semester (if you're staying for the entire academic year).

We need this form in twofold + 2 passport photographs:

- 1 copy remains at the erasmus office
- 1 copy is for your home-coordinator

Note: You can only attend the courses indicated on your Learning Agreement. You have to take an exam of all courses mentioned on this form, **without any exception**.

It is possible to talk to the ECTS-Coordinators themselves. Prof. Maarten Goos (Coordinator Economics) and Prof. Chris Lefebvre (Coordinator Business Studies) will receive students during their office hours.

Note : All offices of KU Leuven are closed on Saturday and Sunday.

Ms. Lieve Smets
Naamsestraat 69 - Room 00.118
Phone: +32 16 32.66.28
E-mail: Lieve.Smets@kuleuven.be



Faculty of Economics and Business - Restored historical building

Naamsestraat 69, Leuven

How do I register with the University's Registrar's Office?

Since erasmus/exchange students remain enrolled at their home university during their stay abroad, they do not need to register officially at the host institution. Nevertheless, it is absolutely essential that, upon arrival, you contact the Registrar's Office (Student Administration Office) at the University Hall.

After enrolment, the Registrar's Office should provide you with proof of enrolment, one for the Foreigners Office at the Town Hall, and another for the health insurance company. You will also receive your official student card which specifies the academic year you are enrolled in, and which grants you access to all university facilities like the faculty libraries and university restaurants. You may also need it when taking exams, so make sure that you always carry it with you. For those interested in sports and in making use of the university's sports facilities, you will be given instructions on how to obtain a sports card.

In order to receive your student card, you need:

EEA students (including Iceland, Norway, Liechtenstein)

1. your identity card or passport
2. a proof of solvency or proof of scholarship
3. the official forms which prove you are affiliated with a health insurance in your home country and which is valid in Belgium (EHIC: European Health Insurance Card)
4. proof that you are registered as a student at your home university
5. a copy of your housing contract (if you already have a permanent address in Leuven).
6. your "letter of admission" (given to you at the faculty)

non-EEA students

1. your passport with "Authorisation for provisional sojourn" (student visa) if required (for stays longer than 3 months)
2. for those who do not require a student visa: a proof of solvency or proof of scholarship
3. proof that you are registered as a student at your home university
4. a copy of your housing contract (if you already have a permanent address in Leuven)
5. your "letter of admission" (given to you at the faculty)

Registrar's Office - University Hall
Naamsestraat 22
Phone : +32 16 32.44.40 - Fax : +32 16 32.37.76
www.kuleuven.be/registration/

*The official enrolment period starts mid-August.
You can enrol on workdays from 9.00 a.m. – 5.00 p.m., up until the first Monday of October.
After that date, you can only enrol from 9.00 a.m. – 12.30 p.m.*



Registrar's Office / Student Administration Office - University Hall

Naamsestraat 22, Leuven

4. HOW DO I REGISTER WITH THE CIVIL AUTHORITIES?

Within 8 days of arrival, you have to register at **the Foreigners' Office** (in Dutch: "Dienst Buitenlanders") **at the Leuven Town Hall**. The Foreigners' Office is located in an administrative building on the Professor Van Overstraetenplein 1, a big office block next to the train station. It is not located in the Gothic building in the middle of the city. **The Leuven's Foreigners' Office requires the student to have a permanent address before going to the Leuven Town Hall.**

You will be asked to show:

- your identity papers or passport
- a certificate of your erasmus grant or a written proof of guaranteed income in case you haven't received a grant
- 3 passport photographs
- proof of registration at the university. (cfr. received at the University's Registrar's Office)
- the official forms E-111 or E-128 which prove you are affiliated with a health insurance in your home country.

After registration, non-EEA and EEA citizens first receive document 15, while EEA citizens will also be requested to sign document 19. As a rule, a police officer will have to visit you at your accommodation to verify your address in Leuven. Within approximately six weeks after registration, non-EEA citizens will receive their residence permit (also referred to as an identity card, and is coloured white). This residence permit/identity card is valid until the 31st October of the subsequent year or until the end date of the scholarship. EEA citizens will receive a Registration Certificate for Belgium. EEA students who are staying in Belgium for more than three months, but for less than one year, will receive an Attestation of Immatriculation (coloured purple for EU citizens; coloured pink for citizens of Iceland, Lichtenstein and Norway).

About your identity card/residence permit (*especially for non-EEA citizens*)

The electronic card you receive after your registration at the Foreigners' Office at the Town Hall is your identity card. This card also functions as your residence permit in Belgium. This is a very important document and you are required to carry it with you at all the times!

All changes of address must be reported within 8 days to the Foreigners' Office at the Town Hall. You are likewise required to inform the Registrar's Office of the University, your Faculty Coordinator, the health insurance company, and other relevant offices of your change of address. If you lose your residence permit, you must report this in person at the Foreigners' Office and make an official statement of loss. Bring along two passport size photographs. After an investigation by the police, you will be given a duplicate identity card.

Please note: At the end of your stay in Belgium and before your actual departure, you should give notice of your departure to the Foreigners' Office and hand in your residence permit.



Foreigners' Office - Leuven Town Hall (*Stadskantoor*)
Professor Van Overstraetenplein 1
Phone : +32 16 27.21.94
E-mail : bevolking@leuven.be

*Opening hours: Monday, Tuesday, Wednesday and Friday from 9 a.m. till 4.30 p.m.
Thursday: from 12 a.m. till 8 p.m, closed on Saturday and Sunday*

5. HOW DO I GET INSURANCE?

HEALTH INSURANCE

Belgium has a social security system which aims to cover the high financial cost of medical care. It has a health insurance system through which you can recover the largest part of your medical expenses. Without insurance coverage, the cost of medical care can quickly spiral out of control. For instance, a single night's stay in the hospital can cost up to €300 not including treatment or medicine. A standard health-insurance policy will reimburse about 75% of the cost of a doctor's visit, medication and hospitalisation. However, you should note that under no circumstance dentures or spectacle frames will be refunded.

In Belgium you are obliged by law to be covered by health insurance.

It is unnecessary for **students from member states of the European Union** to subscribe to an additional health insurance policy upon arrival in Leuven, since they have a health insurance scheme in their own country. However, they should contact their health insurance organisation in their home country before their departure to Belgium. They should obtain a so-called European Health Insurance Card (EHIC), proving they already have insurance coverage in their home country. Nationals from Algeria, Australia, Tunisia, Turkey and the Former Yugoslavia can also obtain documents under the terms of the agreement between Belgium and their country.

Any medical cost incurred, will be reimbursed by a Belgian health-insurance company if the student shows them the EHIC. This also applies to the cost of drugs and medication: ask for a 704N form at the pharmacy. If you don't have an EHIC, you are required to follow the same procedure as non-EEA students and take out health-insurance coverage in Belgium.

Students from outside the European Union who have a health insurance scheme in their own country can obtain reimbursement from their own health insurance, following their specific conditions. They will have to send all their bills to their home country and wait for reimbursement.

Students from outside the European Union who do not have a health insurance scheme in their own country, will be required to subscribe to a Belgian health insurance which will cover them. However, it is very expensive to subscribe to a private Belgian insurance which will cover students for a period up to one academic year. If students, however, choose to subscribe in Belgium to a health insurance, they can contact the Social Service for Foreign Students immediately after their arrival in Leuven. The staff will give them more details on the procedure which needs to be followed.

THIRD-PARTY LIABILITY INSURANCE

KU Leuven requires all non-EEA students to take out third-party liability insurance coverage. EEA students are not required to have this insurance coverage, but we strongly recommend that they do. This policy covers any damages to third parties caused by the student, or one of the student's family members, while not on university property. Your own personal injuries are not covered by this policy; only damage caused to third parties. The policy also covers the costs of legal assistance.

For example; if you accidentally scratch a parked car while riding your bicycle, and you are held responsible for the damage, the insurance company will cover the cost of the damage to the car, but not the costs of any damage to your bike, or personal injury you might suffer. Past experience has shown that the costs associated with damage you cause, even in a minor accident, can turn out to be much higher than many students are able to pay. Students can subscribe to the policy by paying the supplementary amount of €13 upon registration. This insurance is valid for one academic year. The only students exempted from this requirement, are those who can prove they already have private third-party liability coverage.

Please report any accident to the Social Service for International Students as soon as possible. This office will file the claim on your behalf with the relevant insurance company, and help you follow up your claim.

6. HOW DO I GET ORIENTATED?

We strongly recommend attending the **Orientation Days**. In the weeks before the opening of the academic year (September 2015) and in the week before the start of the second semester (February 2016), an orientation programme is offered to all new international students at KU Leuven. In addition to practical information on how to find your way round the university and round the city of Leuven, the orientation offers lectures on Flanders, Belgium and Europe, a Dutch survival kit and social events which provide an opportunity to meet fellow students, as well as a trip to Brugge/Bruges. Participation in the Orientation Days is free, except for trips, meals and drinks.

As a new international student at KU Leuven, you will be faced with a multitude of changes, decisions and adjustments. Perhaps the most exciting of these challenges will be your on-going adjustment to life in Belgium. To help you find your way around the university, Leuven and Belgium, you can request a **personal buddy**, a KU Leuven student (a Flemish student or another international student) who will answer all your practical questions. Most of the buddies will also introduce you to Belgian habits and customs, and some even to their own family.

More info on the buddy system can be found on: www.kuleuven.be/orientationdays/buddy

The **KU Leuven Orientation Days** take place on **14 - 19 September 2015 & early February 2016**.

Please register online. More info and registration: www.kuleuven.be/orientationdays/



Great Market Square of Leuven

WHERE IS THE FACULTY OF ECONOMICS AND BUSINESS LOCATED?

1. LOCATION FACULTY OF ECONOMICS AND BUSINESS

The Faculty of Economics and Business is located in the restored historical buildings on Naamsestraat 69, in the heart of the city. The buildings partly date back to the 15th century. The whole complex named "Hogenheuvelcollege" (i.e. "High Hill College") also comprises a large modern building with a.o. the library of the Faculty of Economics and Business, the student office and the professors' offices. The erasmus/exchange Coordination Office and some of the many class rooms can be found at this address. The Faculty of Economics and Business is located opposite the Van Dalecollege, where the Housing Service is located. An exact description of how to get there is available on page 8 of this brochure.

2. GENERAL STRUCTURE OF THE FACULTY

The Faculty of Economics and Business is one of the largest faculties in terms of student population. The faculty offers education leading to the degrees of:

- Bachelor of Science / Master of Science in de Economische wetenschappen (3 + 1 year); *Bachelor of Science / Master of Science in Economics*
- Bachelor of Science / Master of Science in de Toegepaste economische wetenschappen (3 + 1 year); *Bachelor of Science / Master of Science in Business Economics*
- Bachelor of Science / Master of Science in de Toegepaste economische wetenschappen: handelsingenieur (3 + 2 years); *Bachelor of Science / Master of Science in Business Economics: Business Engineering*
- Bachelor of Science / Master of Science in de Toegepaste economische wetenschappen: handelsingenieur in de beleidsinformatica (3 + 2 years); *Bachelor of Science / Master of Science in Business Economics: Information Systems Engineering*

The Faculty of Economics and Business also offers a variety of English language Master's programmes:

Master Programmes:

- Master of Science in Economics
- Master of Science in Business Economics
- Master of Science in Information Management

Advanced Master Programmes:

- Master of Science in Financial and Actuarial Engineering
- Master of Science in Advanced Studies in Economics

Furthermore the faculty runs two doctoral programmes:

- PhD in Economics
- PhD in Business Economics

HOW DO I PICK MY COURSES?

1. WHAT IS ECTS ?

ECTS stands for “European Community Course Credit Transfer System”. ECTS is a decentralised system based on the principle of mutual trust and confidence between the participating institutions. ECTS-rules concerning information (on courses available), agreement (between the home and host institution), and the use of credit points (to indicate student workload), are intended to reinforce this mutual trust. Each ECTS department will describe the courses it offers, not only in terms of content, but also adding credits to each course.

2. THE ALLOCATION OF CREDIT POINTS TO COURSES

ECTS is a credit system based on **student workload**. The student workload involves **lectures, practical work and self tuition**. It includes all work needed to prepare for an examination.

The basic allocation of academic credits in ECTS is **60 credits per year of study or 30 credits per semester**. Credits are awarded only when the course has been completed and all required examinations have been successfully taken.

The students participating in ECTS will receive full credit for all academic work successfully carried out at any of the ECTS partner institutions, and they will be able to transfer these academic credits from one participating institution to the other as long as there is a prior agreement between the institutions involved. When the student returns and has successfully completed the study programme previously agreed between the home and the host institution, credit transfer will take place and the student will continue the course at the home institution without any loss of time or credit. If, on the other hand, the student decides to stay at the host institution and to take his/her degree there, he/she may have to adapt his/her study course due to the legal, institutional and departmental rules in the host country, institution and department.



3. COMPLETING YOUR LEARNING AGREEMENT

The KU Leuven Faculty of Economics and Business offers demanding and high level quality education, with permanent evaluation. Be sure to check the necessary prerequisites before enrolling for courses you wish to take. This will avoid disenchantment during the semester and at the exam.

Undergraduate / Bachelor students can choose: (see p. 35)

1. Courses in English

- the Faculty of Economics and Business;
- the PECS Programme = Study Abroad Programme in European Culture and Society

2. Courses in Dutch

- All other Bachelor/Master courses taught in Dutch

Graduate / Master students can select courses from: (see p. 38)

1. Programmes offered at the Faculty of Economics and Business

Master's Programmes:

- Master of Science in Economics
- Master of Science in Business Economics
- Master of Science in Information Management

Advanced Master's Programmes:

- Master of Science in Financial and Actuarial Engineering
- Master of Science in Advanced Studies in Economics - Research Master

2. Other Master courses

3. All other Master courses taught in Dutch

If you are only staying for 1 semester, make sure you select courses taught in that semester. Legally speaking the faculty has the right to organise a course in another semester than originally planned (e.g. a course planned for the 1st semester, which will be organised in the 2nd). Although the faculty has the authority to make last minute alterations, this rarely is the case.



4. THE ECTS INSTITUTIONAL COORDINATOR - KU LEUVEN

Ms. Elke Timmermans
International Office - International Admissions and Mobility Unit
Atrecht College
Naamsestraat 63 - box 5410
Phone: +32 16 32.37.67 - Fax: +32 16 32.37.73
E-mail: Elke.Timmermans@int.kuleuven.be
www.kuleuven.be/english/international

5. THE ECTS FACULTY COORDINATORS

Professor Dr. Maarten Goos
Coordinator Economics

Professor Dr. Chris Lefebvre
Coordinator Business Economics

Ms. Lieve Smets
Faculty of Economics and Business
Naamsestraat 69 - Room 00.120
Phone: +32 16 32.66.28
E-mail: Lieve.Smets@kuleuven.be



Central University Library – University Archives

Ladeuze Square

WHAT ABOUT THE EXAMS?

1. ACADEMIC CALENDAR 2015 - 2016

The Academic Year consists of 2 semesters and each semester in turn consists of 13 weeks of lectures. The first semester starts the last week of September and finishes at the end of December, with a two week break for the Christmas and New Year Holidays. The second semester starts the second week of February and finishes at the end of May, including a two week Easter break.

There are two examination sessions: the first session is held in January, the second session in June. Re-examination sessions for failed students are held in August - September.

FIRST SEMESTER

During the week of Monday 14 September 2015

Monday 21 September 2015
Tuesday 22 September 2015
Saturday 19 December 2015

Orientation Days for International Students

Opening ceremony of the academic year
Start of classes in the first semester
End of classes in the first semester

Monday 21 December 2015 till Sunday 3 January 2016

Monday 4 January 2016 - Thursday 7 January 2016
Friday 8 January 2016 - Saturday 31 January 2016

Christmas and New Year Holidays

Exam preparation. No classes
First semester exams

Tuesday 2 February 2016

Patron Saint's Day – university offices will be closed

Monday 1 February 2016 - Sunday 7 February 2016

Mid-year break. No classes

SECOND SEMESTER

During the week of Monday 1 February 2016

Monday 8 February 2016

Orientation Days for International Students

Start of classes in the second semester

Monday 28 March 2016 – Sunday 10 April 2016

Saturday 21 May 2016
Monday 23 May 2016 – Thursday 2 June 2016
Friday 3 June 2016 - Saturday 25 June 2016
Friday 3 June 2016 - Saturday 25 June 2016

Easter Holidays

End of classes in the second semester
Exam preparation. No classes
Second semester exams
Re-examination-session for failed students

2. EXAM SCHEDULE AND EXAM SYSTEM

The exams for Autumn term courses are scheduled in January. Exams for the second term courses are organised in June.

Exams can either be written or oral. Written exams usually take two to three hours, and the questions need to be answered in essay-style or contain exercises to be solved. Oral exams last from 10 to 25 minutes per person; students are allowed a preparation period of minimum 15 minutes after receiving the exam questions. For oral exams, students have to register their names on lists, posted before exams.

Students must follow the exam schedule organized by the Faculty of Economics and Business. They are not allowed to make private arrangements with the instructor. **No holiday arrangements should be made before a student's exam schedule is complete and final.** During exams, erasmus/exchange students will be treated in the same way as their Belgian colleagues.

By the end of the first semester (or by the end of the academic year - for students who are staying for the complete Academic Year -) the following documents will be forwarded to your home university:

- copy of your Learning Agreement;
- an academic record (mentioning your marks for the courses);

Exchange students receive their marks on the courses at the end of the first semester and at the end of the second semester. All official documents will be forwarded to your home coordinator.



Town Hall – Great Market Square of Leuven

3. THE LEUVEN GRADING SCALE AND SYSTEM

The ECTS grading system applied to the Leuven grading system

The ECTS grading system uses a scale from F(x) (minimum) to A (maximum). The EU determines the percentage of successful students, who have to achieve a certain grade (e.g. 10% of the most successful students obtain grade A; the next 25% get grade B, etc.). In order to assess a student's result as objectively as possible, we mapped our Leuven grading system to the ECTS grading system.

The KU Leuven uses a grading scale from 0 (minimum) to 20 (maximum). An extensive survey at the Faculty of Economics and Business showed that the 10% most successful students in Leuven obtained a result between 17 and 20 out of 20, the next 25% between 15 and 16 points, etc. This exercise produced the following conversion table.

ECTS grade	% of successful students normally achieving the grade	Definition	Faculty of Economics and Business
A	10	EXCELLENT - outstanding performance with only minor errors	17-18-19-20
B	25	VERY GOOD - above the average standard but with some errors	15-16
C	30	GOOD - generally sound work but with a number of notable errors	13-14
D	25	SATISFACTORY - fair but with significant shortcomings	11-12
E	10	SUFFICIENT - performance meets minimum criteria	10
	100 %		
F _x	-	FAIL - some more work required before the credit can be awarded	8-9
F	-	FAIL - considerable further work is required	0-7

The Leuven grading scale and system

The KU Leuven uses a grading scale from 0 (minimum) to 20 (maximum). For the Faculty of Economics and Business this scale should be interpreted as indicated below. Be careful: this frequency distribution applies to senior level undergraduate students only, and may be different for junior level students.

			<i>frequency distribution</i>
<i>Fail</i>	0-5	totally insufficient : considerable further work is required	1,0 %
	6-7	more work is required before the credit can be awarded	1,4 %
	8-9	some more work is required	5,0 %
<i>Pass</i>	10-11	sufficient: performance meets the minimal criteria	14,0 %
	12-13	satisfactory: fair but with some shortcomings	31,2 %
<i>Good</i>	14-15	distinction, cum laude, generally sound work	29,7 %
<i>Very good</i>	16-17	high distinction, magna cum laude, work of very good quality and above average standard	13,8 %
<i>Excellent</i>	18-19	high distinction, summa cum laude, work of excellent quality	3,6 %
<i>Outstanding</i>	20	unusually strong, exceptionally high performance	0,3 %
			100 %

WHICH FACILITIES ARE AVAILABLE?

1. ON CAMPUS FACILITIES

ERASMUS OFFICE

The Exchange Coordinator, Lieve Smets, is at your disposal for any questions you might have. Students can communicate with her directly during office hours or via e-mail: lieve.smets@kuleuven.be

All important information concerning courses, changes to timetables, exam schedule, etc. will be advertised via an electronic valvas system, the Toledo platform. Toledo is the instrument for internet based communication among students and between students and teacher(s).

COMPUTING FACILITIES

The computer facilities of the KU Leuven include three PC rooms (Dekenstraat 2, Celestijnenlaan 200C and Celestijnenlaan 6 - the Arenberg Library) available for students to provide access to applications, database facilities and of course Internet. The PC room in the centre of town (Dekenstraat 2) is equipped with 300 PCs. Furthermore, the Faculty of Economics and Business has computing facilities in the library and in PC labs for students. Students are invited to make intensive use of the available information processing capabilities. **All KU Leuven campuses are equipped with Wireless Access.**



LIBRARY - FACULTY OF ECONOMICS AND BUSINESS

Access to the faculty's library is free to everybody. To borrow books you need your student card, you need to present it along with the desired publications at the registration desk up until 15 minutes before closing time. The library has 5 photocopiers. Copy cards are for sale at the reception desk. The library has several study areas, quiet zones and meeting rooms available for reservation.

Library - Faculty of Economics and Business

Naamsestraat 69

Opening hours: Mon – Thu from 9 a.m. to 10 p.m, Fri from 9 a.m. to 5 p.m.

<http://bib.kuleuven.be/ebib/english/ebib/index>



Library - Faculty of Economics and Business

2. SOCIAL SERVICES

SOCIAL SERVICE FOR FOREIGN STUDENTS

The Social Service will answer any questions about practical matters you may have, including health insurance, third-party liability insurance and legislation. You can also obtain assistance from the service in case of unexpected financial problems.

Van Dalecollege
Naamsestraat 80
Phone : +32 16 32.44.36
Opening hours: from 2 p.m. to 5 p.m.
www.kuleuven.be/socialservices

MEDICAL SERVICE

There is a doctor (general practitioner) at your disposal for all kinds of medical problems. Consultation is only available by appointment. The Medical Centre's practitioners have experience of health issues in different countries, and speak both English and French. In case you badly need a doctor and you are unable to leave your room, you can request a house call (requests preferably between 9 a.m. and 10 a.m.). There is also a psychiatrist at the students' disposal. A night and weekend emergency service is available at the walk in clinic at Wachtpost Groot-Leuven, Justus Lipsiusstraat 36, 3000 Leuven, which is open every Saturday, Sunday and Holiday, 24h/day.

Van Dalecollege
Naamsestraat 80
Phone : +32 16 32.44.20
Opening hours: from 8.30 a.m. to 6.00 p.m.
www.kuleuven.be/english/studentsservices/health/

LEGAL ADVICE

If you need information about leases, civil rights, the criminal code or other legislative matters (e.g. what to do in case of an accident), you can contact this service.

Van Dalecollege
Naamsestraat 80
Phone : +32 16 32.44.28
Opening hours: from 2 p.m. to 5 p.m. or by appointment

STUDY ADVICE SERVICE

The Study Advice Service provides advice and support for both national and international students on study-related matters. They help students improve their academic skills (time-management, exam preparation, etc.), but also help in case of study problems (e.g. failure, lack of concentration, anxiety, how to develop or change a study method).

Van Dalecollege
Naamsestraat 80
Phone : +32 16 32.43.14
Opening hours: by appointment only
www.kuleuven.be/studyadvice/

JOB SERVICE

Students interested in taking a part-time job can obtain information from the student employment service about finding a job and about labour legislation.

Van Dalecollege
Naamsestraat 80
Phone : +32 16 32.44.34
Opening hours: from 2 p.m. to 5 p.m. or by appointment
www.kuleuven.be/english/student-services/student-employment

3. OTHER UNIVERSITY SERVICES

UNIVERSITY RESTAURANTS

The KU Leuven has several university restaurants at its disposal; they serve meals at reduced prices for students (between €2.50 and €5.50). University restaurants : www.alma.be/eng/

- ALMA I Tiensestraat 115 - Leuven
- ALMA II Van Evenstraat 2C - Leuven
- ALMA III Steengroevenlaan 3 - Heverlee
- GASTHUISBERG Herestraat 49 - Heverlee
- PAUSCOLLEGE Hogeschoolplein 3 - Leuven
- DE SPUYE Tervuursevest 101 - Leuven
- DE MOETE Celestijnenlaan 200P - Heverlee

UNIVERSITY SPORTS CENTRE

The KU Leuven also offers students the opportunity to use its Sports Centre, where you can take part in all sorts of sporting activities both in- and outdoors, provided you have a sports card. You can obtain your sports card from the information desk of the Sports Centre or from the Registrar's Office upon registration.

Sports Centre KU Leuven
Building De Nayer
Tervuursevest 101
3001 Heverlee (Leuven)
Phone : +32 16 32.91.30
www.kuleuven.be/sport/english

UNIVERSITY PARISH

The university has its own parish, which is open to all members of the university.

University Parish
Tiensestraat 124
Phone : 32 16 32.55.85 or 32 16 32.55.86
www.kuleuven.be/up/english

4. LANGUAGE COURSES

Within the regular undergraduate programme, all courses are taught in Dutch. As a result, fluency in Dutch is a prerequisite to attend courses and to complete any undergraduate study successfully. Linguistic preparation will be financially supported by the erasmus programme; for more details, ask your contact person in your home university.

Language courses can either be taken at the “Instituut voor Levende Talen” (ILT; Language Institute) or at the “Centrum voor Levende Talen” (CLT; Language Centre). Although the distinction between these institutes is mainly administrative, the enrollment fees differ.

INTRODUCTORY DUTCH COURSES

The ILT offers a **intensive full-time summer course** in Dutch language and culture. The course consists of 80 hours, from Friday 31 July till Friday 28 August 2015 (20 hours a week). The course is open to undergraduates and graduates from all areas of study who wish to improve their knowledge and communicative skills in Dutch and who wish to receive an introduction to the culture of the Low Countries. The course is intended for students on different levels, from beginners, to intermediate and advanced. Fee is €370.

The ILT also organises two types of ‘Dutch as a Foreign Language’ courses, namely **introductory Dutch language courses**, which are **only available to Erasmus students**. These courses take place in both the first and the second semester of the academic year. This course is **free** to holders of an Erasmus student card. Follow-up Dutch courses are €70 for KU Leuven students.

Detailed information on both types of courses described above is available on:

www.ilt.kuleuven.be/english/cursus/andere_zomercursus.php
www.ilt.kuleuven.be/english/cursus/andere_ned_vr_erasmus.php

OTHER LANGUAGES

The CLT organises classes in 18 different languages (e.g. English, French, German, Italian, Spanish, Chinese, etc.). All candidates should report to the CLT (see website for more details) in order to register and pass the placement test (necessary to define the student’s level). Due to the limited number of places, late applicants might not be able to attend the course(s) of their choice.

Enrollment fee: varies from about €60 to about € 105. More information will be available from June onwards.

Important remark : since all courses take a full academic year, only exchange students who are staying in Leuven for a corresponding period of time can be admitted.

Each year the CLT organises intensive French, English, German, and Spanish summer courses. The number of participants is limited to 15 per group. More information can be obtained from the CLT reception and website.

For more information on the courses mentioned above, please contact :

Instituut voor Levende Talen (ILT)

Dekenstraat 6
3000 Leuven
Phone : +32 16 32.56.60
info@ilt.kuleuven.be

Centrum voor Levende Talen (CLT)

Dekenstraat 4
3000 Leuven
Phone : +32 16 32.56.61
secr@clt.kuleuven.be

5. CULTURAL ACTIVITIES - RELAXATION

PANGAEA

'Pangaea' is an organisation which takes the socio-cultural integration of KU Leuven's foreign and Flemish students to its heart. It's a place where foreign and Belgian students can meet in a relaxed atmosphere. Pangaea has several facilities at its disposal: a spacious lounge with a coffeebar and a large assortment of foreign newspapers, a polyvalent room with table tennis equipment, a television room with DVD and satellite, a kitchen and a terrace for relaxation on sunny days.

'Pangaea' organises a variety of activities such as concerts, lectures, workshops and trips. Dutch, English, French, German and Spanish can be practised in conversation groups. The different halls can be rented for meetings, cultural activities, gatherings and/or for private use.

Pangaea
Vesaliusstraat 34
Phone : +32 16 32.33.96
www.kuleuven.be/pangaea

ACTIVITIES ORGANISED BY THE STUDENT ORGANISATION

Each faculty has its own student organisation or union, called 'kring' (circle) which organises cultural activities (e.g. debates, drama, movies, political meetings), sporting activities (competitions, happenings,...) and parties. Apart from this, its concern is democratisation of the educational system, so the 'kring' discusses important social matters, such as enrollment fees, scholarships, examinations, accommodation, etc.

The student organisation of the Faculty of Economics and Business is called '**Ekonomika**' and they are one of the biggest in Leuven. Ekonomika has its own pub (Dulci), its own sandwich bar (EkoBar) and its own textbook service for students. They organise a heap of activities, which include lots of activities for international students. These activities are announced on their Facebook page: Ekonomika International.

Ekonomika
www.facebook.com/Ekonomika.International



The Big Splash - world record water balloon fight organised by student union Ekonomika

TOURISM

The city of Leuven is located in the centre of Belgium. Given the small size of the country, the city is an ideal base for sight-seeing. Leuven is a real university town with a charming student atmosphere and a large choice of facilities (shops, coffee bars, countless pubs, excellent restaurants,...) within walking distance. In addition, it is the beer town of Belgium offering students many opportunities to taste the remarkable set of world famous Belgian beers. The Leuven restaurants are famous, each visitor is willing to certify that Belgian cuisine ranks among the best in the world and the atmosphere at the Old Market promises to be unique.

The numerous monuments and ancient corners of Leuven make it a sightseer's paradise. Full day excursions can lead you to most of the popular towns and regions in Belgium (e.g. Antwerpen, Brugge, Brussel, Gent, Oostende and the region of the Ardennen). Just contact the tourist information centre in Leuven, located right next to the old Town Hall. They will provide packages which contain all the information you need.

Tourist Office Leuven
Naamsestraat 1
Phone: +32 16 20 30 20
Email: toerisme@leuven.be
www.leuven.be/en/tourism/



Town Hall – Great Market Square of Leuven

PRACTICAL INFORMATION

PUBLIC HOLIDAYS

On the following days, university offices will be closed and all classes cancelled:

1 January	New Year's Day ('Nieuwjaar')
2 February*	Candlemas Day (Patron Saint's Day of KU Leuven; 'Onze-Lieve-Vrouw Lichtmis')
Easter Monday	'Paasmaandag'
1 May	Labour Day ('Feest van de Arbeid')
Ascension Day	6 th Thursday after Easter ('Onze-Heer-Hemelvaart')
White Monday	8 th Monday after Easter ('Pinkstermaandag')
11 July*	Feast of the Flemish Community ('Feest van de Nederlandstalige Gemeenschap')
21 July	Belgian Independence Day ('Nationale Feestdag')
15 August	Assumption Day ('Onze-Lieve-Vrouw Hemelvaart')
1 st Monday of September*	Leuven Fair ('Leuven Kermis')
1 November	All Saints' Day ('Allerheiligen')
2 November*	All Souls' Day ('Allerzielen')
11 November	Armistice Day ('Wapenstilstand')
25 December	Christmas Day ('Kerstmis')
26 December*	Boxing Day ('Tweede Kerstdag')

(*) With the exception of those marked with an asterisk, all holidays mentioned above are Belgian national holidays during which all shops, private and government offices are closed.

COST OF LIVING: ESTIMATING THE BUDGET

It is very important that you assess the financial means necessary for living and studying in Belgium. Exact estimates of study and living expenses are difficult to give because of the ever-rising cost of living and individual differences in life style. The overall living expenses for a single student for one academic year (ten months) in Leuven are estimated at € 7000- € 8000. The average monthly rent for a standard student room is about € 350.

Housing (including rent, heating, water, electricity)	€ 350 - € 380
Books (depending on the courses you take)	€ 50 - € 125
Food	€ 200 - € 300

CLIMATE

From the end of March till October, Belgians live on a summer time schedule (GMT+2). The average day time high temperature in July in the Leuven area is 21.6 degrees Celsius, the average low is 13.1 degrees Celsius. Due to the proximity of the North Sea, there is always a slight probability of rain in Belgium (average 74mm in July), so it might be wise to complement lightweight clothing with an umbrella. However, when the weather is nice and sunny, the atmosphere in the city is hard to beat, especially on the Old Market or in the city park.

From October till March we live on a winter time schedule. It often rains in autumn. Winter in Belgium generally means fog and frost. It does snow in winter, but don't count on a white Christmas. During winter, temperatures fluctuate between -5 and +10 degrees Celsius.

ELECTRICITY

Electricity is supplied at a current of AC220 volts. Sockets take round pin plugs.



The Grand Béguinage of Leuven

CHAPTER II



Faculty of Economics and Business

COURSES OFFERED TO ERASMUS/EXCHANGE STUDENTS

- 1. COURSE DESCRIPTIONS**
- 2. COURSES FOR BACHELOR STUDENTS**
- 3. COURSES FOR MASTER STUDENTS**
- 4. COURSES IN DUTCH**

COURSE DESCRIPTIONS

HOW DO I LOOK UP THE DESCRIPTIONS OF THE COURSES I INTEND TO TAKE ?

There are two simple ways to look up the course descriptions for each of the courses via the faculty's website. Both start from the English language homepage of the Faculty of Economics and Business on www.feb.kuleuven.be/eng/leuven/

You can type in the code of the course in the search engine in the top right corner of the homepage, which should provide you with a weblink to the course you need details on.

Or you can follow these steps:

- Click on 'Exchange Students' in the left bar of FEB's homepage
- Select 'search for course descriptions'
- Type in the name or the code of the course and press 'zoeken' (search)
- Click on the result (a weblink to the course you need details on)

PLEASE NOTE :

- Some course descriptions will only be available from **mid July 2015** onwards.
- Each professor has the right to update his/her course description just till the start of the academic year.

The screenshot shows the homepage of the Faculty of Economics and Business at KU Leuven. The top navigation bar includes links for 'Contact', 'Who's who', 'Organisational chart', 'Libraries', 'Intranet', and 'KU Leuven Nederlands'. A search bar is located in the top right corner, highlighted with a red circle. Below the navigation bar, there is a main banner for 'FEB International Students' Reception' with a photo of a smiling woman holding a plate of waffles. The left sidebar contains a menu with 'Home campus Leuven' and 'Information on:' followed by links for 'Structure', 'Strategy', 'Education', 'Research', and 'Sustainability'. Below this, there is a section for 'Information for:' with links for 'Prospective Students', 'Current Students', 'Exchange Students', 'Doctoral Students', 'Alumni', and 'Corporate Connections'. The main content area features 'FEB Campus Leuven News' and 'FEB Campus Leuven Calendar' with recent news items and dates.

Education

Research

Sustainability

Information for:

Prospective Students

Current Students

Exchange Students

Doctoral Students

Alumni

Corporate Connections

Quick links:

Contact

Students' Help Desk

TOLEDO

Library

- [ECTS-courses 2013-2014](#)
- [ECTS-courses 2014-2015](#)
- [Search for course descriptions](#)
(use **Course number** or **Title course** of the ECTS-courses document to fill the search bar (as highlighted in red on the screen shot) and press "Zoeken" right next to it)
- [General information International Office KU Leuven](#)


More information on:

[General structure of the Faculty](#)

[General description](#)

[Exam Schedule and Exam System](#)

[The KU Leuven grading scale and system](#)



EFMD The Faculty of Economics and Business is member of [The European Foundation for Management Development \(EFMD\)](#). EFMD is one of the key business schools networks in the world and being a part of the network will bring many opportunities for faculty and student exchanges, knowledge sharing and collaboration.

KU LEUVEN [Contact](#) [Who's who](#) [Organisational chart](#) [Libraries](#) [Toledo](#) [Intranet](#) [KU Leuven Nederlands](#)

EDUCATION RESEARCH ADMISSIONS LIVING IN LEUVEN ABOUT KU LEUVEN intranet

Programmes by faculty

degree type location KU Leuven @ Reset

Academic Year 2014-2015	Faculty of Theology and Religious Studies	Faculty of Science
All programmes	Institute of Philosophy	Faculty of Engineering Science
English-language programmes of study	Faculty of Canon Law	Faculty of Bioscience Engineering
Programmes en français	Faculty of Law	Faculty of Engineering Technology
Programa en español	Faculty of Economics and Business (FEB)	Faculty of Architecture
Archive	Faculty of Social Sciences	Faculty of Medicine
	Faculty of Arts	Faculty of Pharmaceutical Sciences
	Faculty of Psychology and Educational Sciences	Faculty of Kinesiology and Rehabilitation Sciences

Print deze pagina | Deze pagina in PDF | Deel deze pagina

ECTS LABEL

Copyright © KU Leuven | reacties op de inhoud: programma-administratie@kuleuven.be
Realisatie: ICTS | Laatste wijziging: 15 juli 2014 Disclaimer

COURSES FOR BACHELOR STUDENTS

Bachelor students from a three-year programme can select courses from the following lists:

1. The list “Faculty of Economics and Business” below (English-taught Bachelor courses and possibly some Master courses).

The courses marked with (M) are Master courses, and are only open to students who have successfully finished 120 ECTS or an equivalent. Additional info (e.g. ‘statistics majors’) indicates that this course is not orientated towards the average student, even after completing 120 ECTS. Certain requirements need to be met.

2. The PECS Programme (Study Abroad Programme in European Culture and Society), also listed below.
3. All other Bachelor courses at FEB taught in Dutch, found at www.feb.kuleuven.be/leuven/toekomstigestudent/opleidingen

Bachelor students from a four-year programme who have successfully finished 180 ECTS or an equivalent can, in addition, select any course from the general Master course list in the section “Courses for Master Students”. This list can be found below.

Please note that FEB courses in fields such as economics and finance tend to be very analytical. The pace of teaching is brisk. Thus, Bachelor students should be well versed in mathematics/statistics, and be comfortable with generalisations that complement examples and applications. For Master courses in which a major is mentioned as a requirement, the recommendation is that one should have taken several courses in that field.

Please make sure you meet these general prerequisites, plus any additional requirements listed in the course description.

Also note that proficiency in English is required. Be aware that your level of English must be **ADVANCED (level B2)**. You must be able to understand, speak, read and write both general and academic English fluently.

FACULTY OF ECONOMICS AND BUSINESS

The courses marked with (M) are Master courses which are open only to students who have successfully completed 120 ECTS or equivalent.

First Semester

Course Number	Title Course	ECTS Credits
D0C09A	Econometric Methods and Models (M. Statistics majors)	6
D0C14A	Trading and Exchanges (M. Econ. majors)	6
D0C15A	Macro-Finance (M. Econ. majors, math. & stat.)	6
D0E28A	Econometrics	6
D0E32A	Development Economics	6
D0H27A	Business Information Systems	6
D0H36A	Innovation Management and Strategy	6
D0I62A	Principles of Database Management	6
D0M09A	Economic Aspects of European Integration	6
D0M19B	International Business Strategy	6
D0M29A	The Economics of Financial Intermediation (M. Finance or Econ. majors)	6
D0M36B	Environmental and Transportation Economics (M. Econ. majors)	6
D0M57B	Managerial Aspects of European Integration	6
D0N35A	Reporting for Banks (M. Accounting majors)	3
D0N36A	Reporting for Insurance Companies (M. Accounting majors)	3
D0O37A	Entrepreneurship and New Business Development : (Semester 1+2 - only for students staying for the whole academic year)	6
D0O40A	The Foundations Entrepreneurship	6
D0O45A	Organising for Entrepreneurship	3
D0O46A	Entrepreneurial Finance	3
D0R05A	Strategic Financial Management (M. Econ. majors)	6
D0R13A	Consumer Behaviour	6
D0R17A	Supply Chain Management	6
D0R18A	Project and Production Scheduling (M. OR/OM or Management Science majors)	6
D0R19A	Simulation Theory and Applications (M. OR/OM or Management Science majors)	6
D0R23A	Political Business Strategy	6
D0R36A	International Marketing	6
D0R42A	Brand Management	6
D0R50A	International Accounting (M. Accounting majors)	6
D0R80A	Behavioral Economics (M. Marketing majors)	6
D0R87A	Financial Statement Analysis and Security Valuation	6
D0S92A	Operations Strategy in Manufacturing and Services (M. Optimization)	6
D0T27A	Capital Investment Policy	6
D0T31A	Industrial Organization: Theory and Applications	6
D0T33A	Organizational Behaviour	6
D0T37A	English III: Interaction in the Business World (restricted admission and pretesting applies to this course)	3
I0D33A	Basics of Biological Chemistry	4

Second Semester

Course Number	Title Course	ECTS Credits
D0E35A	Labour Economics (M. Econ. majors)	6
D0I69A	ICT Service Management	6
D0I71A	Architecture and Modelling of Management Information Systems	6
D0I74A	Knowledge Management and Business Intelligence (M. IT majors)	6
D0M23B	International Management	6
D0M24B	Cultural Issues in International Business	6
D0M32B	Security Pricing and Portfolio Selection (M. Econ.majors)	6
D0M46B	Welfare, Inequality and Poverty	6
D0M47B	Advanced Industrial Economics	6
D0M75B	Asset Prices: Basic Models and Tests (M. Econ. majors)	6
D0O43A	Strategic IP Management	3
D0O44A	Intrapreneurship	3
D0O51A	Social Marketing	6
D0R04A	Strategic Management	6
D0R16A	Marketing Strategy Modelling (M. Statistics, Marketing majors)	6
D0R22A	Economics of Global Innovation	6
D0R43A	Competitive Analysis and Strategy	6
D0R51A	Risk Management and Control (M. Business econ. majors)	6
D0R53C	International Auditing Standards / Special Topics in Accounting (M. Accounting majors)	6
D0T32A	The Economics of Innovation and Intellectual Property	6
D0T78A	English III: Interaction in the Business World (restricted admission and pretesting applies to this course)	3
S0B91A	Development Cooperation	4
W0EP8A	Political Philosophy and the Ethics of Globalisation	6

PECS PROGRAMME

The Study Abroad Programme in European Culture and Society offers a wide range of courses dealing with Europe.

First Semester

Course Number	Title Course	ECTS Credits
F0GA2A	Institutions and Policy of the European Union	6
F0VK2A	The Low Countries at the Crossroads of European History	6
F0VL6A	International Relations and European Integration Since World War II	6
F0VL7A	Literature, Religion and Art in Europe: An Interdisciplinary Approach	6

Second Semester

F0GA0A	Comparative European Literature	6
F0GA1A	Flemish Art and European Culture	6
F0GA3A	International Relations and European Integration Since World War II	6
F0GA4A	The Low Countries at the Crossroads of European History	6
F0VK6A	Historic Developments and Current Issues in European Institutions and Policies	6

COURSES FOR MASTER STUDENTS

Students can select courses from:

1. Master's Programmes
 - Master of Science in Economics
 - Master of Science in Business Economics
 - Master of Science in Information Management
2. Advanced Master's Programmes
 - Master of Science in Financial and Actuarial Engineering
 - Master of Science in Advanced Studies in Economics
3. Other Master courses
4. All other Master courses taught in Dutch

These programmes offer a broad spectrum of Master's/Advanced Master's courses for students with a Bachelor/Master degree who want to include highly specialised courses in Economics and Business Economics in their study programme.

IMPORTANT REMARK :

- Please make sure you meet the necessary prerequisites !
- **Proficiency in English is required.** Be aware that your level of English must be **ADVANCED (level B2)**. You must be able to understand, speak, read and write both general and academic English fluently.



FACULTY OF ECONOMICS AND BUSINESS

MASTER'S PROGRAMMES

MASTER OF SCIENCE IN ECONOMICS

Admission requirements: Students should hold a university Bachelor's degree in Economics or Business Economics considered equivalent to a Bachelor's degree in Economics; Applied Economics or Business Engineering from the Faculty of Economics and Business at KU Leuven.
A minimum of 180 ECTS credits is required.

First Semester

Course Number	Title Course	ECTS Credits
D0C07A	Advanced Macroeconomics I	6
D0C08A	Advanced Microeconomics I	6
D0C09A	Econometric Methods and Models	6
D0C12A	Advanced Public Economics	6
D0C14A	Trading and Exchanges	6
D0C15A	Macro-finance	6
D0C16A	Dynamic Methods	6
DOM09A	Economic Aspects of European Integration	6
DOM29B	The Economics of Financial Intermediation	6
DOM36B	Environmental and Transportation Economics	6
DOM44B	Welfare Economics	6
DOM61B	Advanced Econometrics	6
DOM63B	Advanced Time Series Analysis	6
DOR05A	Strategic Financial Management	6
DOR23A	Political Business Strategy	6
DOR80A	Behavioral Economics	6
DOR87A	Financial Statement Analysis And Security Valuation	6

Second Semester

Course Number	Title Course	ECTS Credits
D0C23A	Advanced Health Economics	6
D0C38A	Advanced Labour Economics	6
DOM13A	Advanced Microeconomics II	6
DOM14A	Advanced Macroeconomics II	6
DOM32B	Security Pricing and Portfolio Selection	6
DOM42B	Advanced International trade Theory	6
DOM43B	Advanced Development Economics	6
DOM46B	Welfare, Inequality and Poverty	6
DOM47B	Advanced Industrial Economics	6
DOM75B	Asset Prices: Basic Models and Tests	6
DOR43A	Competitive Analysis and Strategy	6
D0S91A	Advanced applied econometrics	6

MASTER OF SCIENCE IN BUSINESS ECONOMICS

Admission requirements: Students should hold a university Bachelor's degree in Economics or Business Economics considered equivalent to a Bachelor's degree in Economics; Applied Economics or Business Engineering from the Faculty of Economics and Business at KU Leuven.

A minimum of 180 ECTS credits is required.

First Semester

Course Number	Title Course	ECTS Credits
D0C09A	Econometric Methods and Models	6
D0C14A	Trading and Exchanges	6
D0C15A	Macro-finance	6
D0H27A	Business Information Systems	6
D0H36A	Innovation Management and Strategy	6
D0I62A	Principles of Database Management	6
D0M09A	Economic Aspects of European Integration	6
D0M19B	International Business Strategy	6
D0M29B	The Economics of Financial Intermediation	6
D0M36A	Environmental and Transportation Economics	3
D0M57B	Managerial Aspects of European Integration	6
D0M59B	Applied Game Theory and Economics of Information	6
D0M61B	Advanced econometrics	6
D0M62C	Multivariate Statistics	6
D0N35A	Reporting for Banks	3
D0N36A	Reporting for Insurance Companies	3
D0O37A	Entrepreneurship and New Business Development:(Semester 1+2 - only for students staying for the whole academic year)	6
D0O40A	The Foundations of Entrepreneurship	6
D0O45A	Organising for Entrepreneurship	3
D0O46A	Entrepreneurial Finance	3
D0O52A	Credit and Banking	6
D0O53A	International Business Finance	6
D0R13A	Consumer Behaviour	6
D0R17A	Supply Chain Management	6
D0R18A	Project and production scheduling	6
D0R19A	Simulation Theory and Applications	6
D0R23A	Political Business Strategy	6
D0R26A	Performance Management	6
D0R36A	International Marketing	6
D0R42A	Brand Management	6
D0R50A	International accounting	6
D0R87A	Financial Statement Analysis and Security Valuation	6
D0S92A	Operations strategy in manufacturing and services	6

Second Semester

Course Number	Title Course	ECTS Credits
D0C38A	Advanced Labour Economics	6
D0E35A	Labour Economics	6
D0I74A	Knowledge Management and Business Intelligence	6
D0M23B	International Management	6
D0M24B	Organizing in an International Context	6
D0M32B	Security Pricing and Portfolio Selection	6
D0M47B	Advanced Industrial Economics	6
D0M57B	Managerial Asp of European Integration	6
D0M75B	Asset Prices: Basic Models and Tests	6
D0M90B	Optimization: special topics	6
D0N23B	Statistical Modelling	6
D0N77A	International Auditing Standards	6
D0O43A	Strategic IP Management	3
D0O44A	Intrapreneurship	3
D0O51A	Social Marketing	6
D0O54A	Business Finance	6
D0R04A	Strategic Management	6
D0R09A	Risk Management in Financial Institutions	6
D0R16A	Marketing strategy Modelling	6
D0R22A	Economics of Global Innovation	6
D0R43A	Competitive Analysis and Strategy	6
D0R51A	Risk Management and Control	6
D0R53C	International Auditing Standards and Special Topics in Accounting	6
H0O6A	Total Quality Management	3
S0C76A	Human-Computer Interaction	6
S0C78B	Usability Design	6



Faculty of Economics and Business

MASTER OF SCIENCE IN INFORMATION MANAGEMENT

Admission requirements: This Master programme is open to all students with a Bachelor or Master degree awarded by a university and providing a basic background in Information Technology (e.g. office applications, basics of database management, basics of computer hardware, basic knowledge of modeling, etc.) and a sound mathematical and statistical background.
A minimum of 180 ECTS credits is required.

First Semester

Course Number	Title Course	ECTS Credits
D0H27A	Business Information Systems	6
D0H36A	Innovation Management and Strategy	6
D0I62A	Principles of Database Management	6
D0I68A	Business Analysis	6
D0O37A	Entrepreneurship and New Business Development (Semester 1+2 - only for students staying for the whole academic year)	6
D0R19A	Simulation Theory and Applications	6

Second Semester

Course Number	Title Course	ECTS Credits
D0I69A	ICT Service Management	6
D0I71A	Architecture and modelling of management information systems	6
D0I74A	Knowledge Management and Business Intelligence	6
DOM23B	International Management	6
D0O43A	Strategic IP Management	3
D0R22A	Economics of Global Innovation	6
D0R43A	Competitive Analysis and Strategy	6
D0R78A	Introduction to Management and Strategy	4



Leuven city park – located next to the Faculty of Economics and Business

ADVANCED MASTER'S PROGRAMMES

MASTER OF SCIENCE IN FINANCIAL AND ACTUARIAL ENGINEERING

Admission requirements: This advanced programme is open to students with a Master's degree **equivalent to four or five years** in Insurance, Statistics, Mathematics, Physics, Economics, Business Economics or Business Engineering. A minimum of 240 ECTS credits is required.

Candidates are supposed to be thoroughly acquainted with the material discussed in :

- Bowers, N.L.; Gerber, H.U.; Hickman, J.C.; Jones, D.A.; Nesbitt, C.J., (1986). *Actuarial Mathematics*. The Society of Actuaries, Itasca, Illinois. Chapters 3,4,5,6,7.
- Ross, S.M. (2004). In Bowers, N.L.; Gerber, H.U.; Hickman, J.C.; Jones, D.A.; Nesbitt, C.J. (1986) *Actuarial Mathematics*. The Society of Actuaries, Itasca, Illinois. Chapters 3, 4, 5, 6, 7.
- Ross, S.M. (2004). *Introductory statistics*. Elsevier Academic Press. (Or a similar textbook appropriate for an undergraduate course in statistics).
- Ross, S.M. (2009). *A first course in probability* (8th edition). Prentice Hall. (Or a similar textbook appropriate for an undergraduate course in probability).

Students also need operational knowledge of differential and integral calculus for one and several variables, as well as linear algebra and matrix calculations.

First Semester

Course Number	Title Course	ECTS Credits
D0N55A	Advanced Non-life Insurance Mathematics	6
D0N57A	Actuarial and Financial Models	6
D0R57B	Foundations of Risk Measurement	6
G0P65C	Stochastic Models	6
G0Q20A	Fundamentals of Financial Mathematics	6
G0Q24A	Statistics for Finance and Insurance	6

Second Semester

Course Number	Title Course	ECTS Credits
D0N56A	Advanced Life Insurance Mathematics	6
G0Q22A	Financial Engineering	6



MASTER OF SCIENCE IN ADVANCED STUDIES IN ECONOMICS

Research Master

Admission requirements: This Master programme is open to students with a university Master's Degree in Economics; Business Economics or Business Engineering awarded by the Faculty of Economics and Business at KU Leuven or comparable to a Master's degree in Economics; Applied Economics or Business Engineering from the Faculty of Economics and Business at KU Leuven. Another university degree requiring at least four years of study with a solid background in mathematics and statistics (for example, a university Master's degree obtained at the Faculty of Engineering or at the Faculty of Bioscience engineering) and with a strong interest in economics. A minimum of 240 ECTS credits is required.

First Semester

Course Number	Title Course	ECTS Credits
DOC16C	Dynamic Methods	6
DOM29B	The Economics of Financial Intermediation	6
DOM36B	Environmental and Transportation Economics	6
DOM44B	Welfare Economics	6
DOM61B	Advanced Econometrics	6
DOM62C	Multivariate Statistics	6
DOM63B	Advanced Time Series Analysis	6

Second Semester

Course Number	Title Course	ECTS Credits
DOC23A	Advanced Health Economics	6
DOC38A	Advanced Labour Economics	6
DOM13A	Advanced Microeconomics II	6
DOM14A	Advanced Macroeconomics II	6
DOM30B	Fixed Income Securities	6
DOM38B	Advanced International Monetary Economics	6
DOM40B	The Empirics of Financial Markets	6
DOM42B	Advanced International trade Theory	6
DOM43B	Advanced Development Economics	6
DOM46B	Welfare, Inequality and Poverty	6
DOM47B	Advanced Industrial Economics	6
DOM75B	Asset Prices: Basic Models and Tests	6
DON23B	Statistical Modelling	6
DOS91A	Advanced applied econometrics	6

OTHER MASTER COURSES

Admission requirements: Courses are open to students with a Bachelor degree in Economics or Business Economics. A minimum of 180 ECTS credits is required.

First Semester

Course Number	Title Course	ECTS Credits
C00J0A	International and European Human Rights Law	6
C05B2A	International Taxation	6
C06B1A	Constitutional Law of the European Union	6
C08B3A	International Business Law	6
D0R14A	Market Response Models	6
D0R57B	Actuarial and financial models	6
D0R58B	Solvency of Financial Institutions	6
D0S99A	Applied Optimization	6
H02B1A	Natural Language Processing	4
H02B2A	Cognitive Science	4
S0C97A	Comparative European Industrial Relations	4
S0E06A	Interdisciplinary Perspectives on Development and Cultures	4

Second Semester

Course Number	Title Course	ECTS Credits
C00J1A	Substantive Law of the European Union	6
C01C0c	Economic Analysis of Law	4
C05B3A	European Taxation	6
C06B7A	European Competition Law	4
C06G0A	European Company Law	4
H02A5A	Computer Vision	4



COURSES IN DUTCH

Dutch course descriptions are not included in this brochure.

This information is available on:

www.feb.kuleuven.be/leuven/toekomstigestudent/opleidingen

Legally speaking, the faculty has the right to organise a course in another semester than originally planned. Although the faculty has the authority to make last minute alterations, this rarely is the case.



Faculty of Economics and Business