



**UCLouvain**  
SAINT-LOUIS BRUXELLES

# UNIVERSITÉ SAINT-LOUIS - BRUXELLES

## FACT SHEET 2022-2023

### ADDRESS

Boulevard du Jardin Botanique 43, 1000 Bruxelles

### RECTOR

Pierre Jadoul

### WEBSITE

[www.usaintlouis.be](http://www.usaintlouis.be) or [www.usaintlouis.be/sl/977.html](http://www.usaintlouis.be/sl/977.html)

### FACULTIES

Law  
Translation and interpreting  
Economics, social, political sciences and communication  
Philosophy, languages and human sciences

### ERASMUS CODE

BBRUXEL02

### PIC

969084418

# Location

The Université Saint-Louis – Bruxelles is located in the heart of Brussels. Its urban campus is made up of various buildings spread over two sites :

- Rue d'Arlon site : for the Faculty of Translation and Interpreting located near the European Institutions ;
- Botanique site : consisting of the Boulevard du Jardin botanique building, the rue du Marais buildings and the rue de l'Ommegang buildings for the three other Faculties.

It takes more or less 25 minutes to go from one site to another. The plan of the buildings is available [here](#).

# Contact information

Vice-Rector for International Relations : Prof. Bertrand Hamaide [bertrand.hamaide@usaintlouis.be](mailto:bertrand.hamaide@usaintlouis.be)

International Exchange Coordinator : Philippe Moreau [philippe.moreau@usaintlouis.be](mailto:philippe.moreau@usaintlouis.be)

Head of International Office : Isabelle De Clerck [international@usaintlouis.be](mailto:international@usaintlouis.be)

Bilateral agreements : Maureen Sibomana [international@usaintlouis.be](mailto:international@usaintlouis.be)

Incoming students : - Faculty Translation and interpreting : Véronique Vienne et Philippe Moreau  
[erasmus-timh@usaintlouis.be](mailto:erasmus-timh@usaintlouis.be)

- Other Faculties : Camille George [incoming@usaintlouis.be](mailto:incoming@usaintlouis.be)

Outgoing students : - Faculty Translation and interpreting : Véronique Vienne et Philippe Moreau  
[erasmus-timh@usaintlouis.be](mailto:erasmus-timh@usaintlouis.be)

- Other Faculties : Maud Allard [outgoing@usaintlouis.be](mailto:outgoing@usaintlouis.be)

# Important dates

| Event                | Fall 2022                   | Spring 2023                |
|----------------------|-----------------------------|----------------------------|
| Nomination period    | 18 March - 15 May           | 1st September - 31 October |
| Application deadline | May 31                      | November 20                |
| French week          | 5 September - 9 September   | 30 January - 2 February    |
| Welcome Week         | 12 September - 15 September | 30 January - 2 February    |
| Welcome Day          | September 16                | February 3                 |
| Beginning of courses | September 19                | February 6                 |
| End of courses       | December 17                 | May 20                     |
| Examinations         | 9 January - 28 January      | 3 June - 24 June           |

# Application procedure

## 1 Nomination

Students who wish to study at Université Saint-Louis – Bruxelles must be nominated by their home university via Mobility Online during the nomination period.

The link has been sent to all contact person.

## 2 Application

Once nominated, students receive by e-mail a link to complete a profile.

## Documents to download online :

- Electronic photo
- Transcript of records (marks of courses obtained before the exchange period)
- Copy of ID or passport
- Learning agreement
- Language certificate (OLS result or certificate from issued by the home university or TOEFL-IELTS-DELF-DALF)
- Copy of the European health insurance or international health insurance contract
- Contract proving civil liability insurance for the duration of the stay

# Academic information

## 1 Learning agreement

A learning agreement with the course selection as well as the number of credits needs to be filled and signed by the student, the home institution and Université Saint-Louis - Bruxelles before the exchange period starts.

For the students in exchange with Erasmus+, the [OLA](#) (Online Learning Agreement) is highly recommended.

For Partners : via [Dashboard](#)

## 2 Courses catalogue

The course catalogue for the bachelor program can be found [here](#).

The course catalogue for the courses taught in English can be found [here](#).

The specific course for exchange students catalogue can be found [here](#).

All courses are available to exchange students with the exception of the courses in [this list](#).

## 3 ECTS system

All study programs at Université Saint-Louis – Bruxelles are measured in terms of ECTS credits. Bachelor programs count 180 ECTS credits and one year count 60 ECTS credits.

## 4 Grading system

0/20 – 9/20 : failure

10/20 – 20/20 : pass

More information [here](#).

## 5 Retake exam session

The retake session for the January and June exams session will automatically take place in August. The Erasmus+ students will have to come back to Brussels for the retake session. We may consider exams in distance-mode for students coming from non-EU institutions.

Students who fail an exam in January or June should be aware that the new transcript of records for the retake session will not be issued until early October.

# Languages

## 1 Language level

|                              | French                | English               |
|------------------------------|-----------------------|-----------------------|
| Law                          | B2                    | B2                    |
| Translation and interpreting | B1                    | B2                    |
| Romance languages            | B1 but B2 recommended | B1 but B2 recommended |
| All other field of study     | B1                    | B1                    |

## 2 Intensive French week

Before the beginning of each semester, we organize an intensive French week of 4 or 5 half-days (according to the semester). Groups are created for intermediate-beginner to advanced levels. Complete beginners are invited to take the French as a foreign language course during the semester. The student's level is defined by the result of an online placement test.

It is necessary to register. The registration form will be sent by e-mail to all nominated students.

## 3 Courses in general

For the Faculty of Translation and Interpreting, all the courses are taught in French. Language and translation courses are given in French and/or in a foreign language. The courses list is available [here](#).

For the other Faculties, most courses are taught in French. However, several courses and seminars are taught in Dutch or in English. The list of courses taught in English can be found [here](#).

## 4 French as a foreign language (FLE)

The FLE course aims to help students learn French more effectively by giving them the tools they need to take advantage of their stay in a French-speaking environment. Beyond the purely linguistic dimension, the course also aims to be an introduction to Belgian culture.

Following the knowledge test, students are placed in one of the following groups : beginner, intermediate-beginner, intermediate-advanced or advanced.

Each level is worth 5 ECTS/semester provided that the student is present, participates in the courses and completes the required work. A maximum of 3 unexcused absences are allowed. Students who follow the course all the year and who pass 2 levels will receive 10 ECTS.

You may simply write FLE on the Learning Agreement to register.

# Welcome week

## September

An introduction to Belgian culture week is organized in order to give incoming students a taste of their host city and country. The program consists of conferences in the morning and associated visits in the afternoon (museums, the Belgian Parliament, brewery visits, ...)

The number of students is limited to 80 students in order to make the visits accessible to everyone. Normally the whole week is organized in English but we could foresee a few activities in French if we receive enough registrations.

## January

An introduction to Belgian culture week is also organized end of January but parallel to the intensive French week. Students can participate in both, as the FLE course takes place in the morning and the cultural activities in the afternoon.

# Visa

## For students from a non-EU country

They must personally apply for a temporary residence permit for study purposes in order to obtain a study visa (type D visa).

To do so, they must go to the Belgian Embassy or Consulate closest to their residence and submit their application with the registration document delivered by Université Saint-Louis - Bruxelles.

For more information : [www.usaintlouis.be/sl/1013.html](http://www.usaintlouis.be/sl/1013.html) or [www.studyinbelgium.be](http://www.studyinbelgium.be)

## For students from an EU country

They must be in possession of an identity card or passport valid at least until the end of their exchange period.



# Insurances

All students who wish to participate in an exchange program are asked to take out several types of insurances.

## Compulsory insurances :

- Health care insurance :

For students from a non-EU country

They must be in good standing and have taken out a policy with their mutual insurance company or private insurance company that covers health care (medical consultations and purchase of medication), dental expenses, hospitalization expenses (in case of emergency or following an accident), and repatriation expenses.

For students from an EU country

They must be in possession of the European Health Insurance Card (blue card) at least valid till the end of the exchange period. This card proves that they are in good standing with their mutual insurance company and enables them, in particular, to benefit from reduced health care costs.

- Civil liability insurance is compulsory in Belgium. This insurance must cover the student for damage caused to people, goods or property outside the activities organized at the university or by the university. (A list by country can be sent on request)

## Recommended insurances :

- Insurance against theft
- Travel insurance, particularly for loss or theft of luggage

More information [here](#).



# Accommodation

Our residence called « l'Ommegang » is available for exchange students. The prices vary from 492€/month to 729€/month depending on the size of the room, services and facilities. It is very important to book a room well in advance, as soon as the nomination has been sent. Rooms are allocated on the system « first come, first served »

Please consult [our website](#) for more details.

For more information, please contact the accommodation service : [logement@usaintlouis.be](mailto:logement@usaintlouis.be)

## Reservation procedure :

- Accommodation application form to be completed [online](#) by the student
- An e-mail is sent to the student with a room proposal and a rental agreement
- Payment of the guarantee (confirmation of the reservation)
- Upon arrival : handing over of the keys, checking the initial state of the room, ...

## Cost of living

Lunch at student's cafeteria : 2,5€ - 3€

Drinks at cafeteria : 0,70€

Sandwiches : 2,5€ - 3,5€

Bus ticket : 2,5€ - 3€

Annual public transport pass : 50€ (for students under 24 years old)

Cinema : 10€ - 11€

Photocopying : 0,15€/sheet

Cost of living without accommodation : ± 700€/month

Culture card : 12€ (more information [here](#))

## Sport

Free of charge sports activities are organized at Saint-Louis. The students can also use the Woluwe Sports Center of UCL with the sports card (30€/semester or 50€ for one year)

More information [here](#).

## ESN

A group of volunteer students form the ESN circle. Those students take care of the incoming students and organize activities for them. You can contact them at : [esn-saintlouis@gmail.com](mailto:esn-saintlouis@gmail.com)