

# WELCOME TO UCLouvain

Dear Student,

We are pleased that you have chosen to study at the Université catholique de Louvain and, in particular, the Faculty of Philosophy, Arts and Letters for your international exchange programme.

This handbook contains useful information concerning different aspects of student life in Louvain-la-Neuve. We hope you will find it helpful and we advise you to read it carefully.

We look forward to welcoming you in Louvain-la-Neuve.

Best wishes,  
FIAL International Relations Office

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**History, Arts and Archaeology  
Languages and Letters**  
Collège Érasme  
Place Cardinal Mercier, 31  
1348 Louvain-la-Neuve



**Philosophy and Ethics –  
Translation and Interpreting**  
Collège Mercier  
Place Cardinal Mercier, 14  
1348 Louvain-la-Neuve



**Performing Arts**  
Centre d'études théâtrales  
Place de l'Hocaille, 4  
1348 Louvain-la-Neuve

# 1

## BEFORE YOUR DEPARTURE

### Programmes offered in FIAL

In order to participate in an international exchange scheme with the UCLouvain Faculty of Philosophy, Arts and Letters (FIAL), a Bilateral Agreement for student exchange in the subject areas covered by FIAL and your own Faculty/School must exist. These subject areas include:

- |                                  |                                    |
|----------------------------------|------------------------------------|
| ▶ Classics                       | ▶ Modern Languages and Literatures |
| ▶ French Studies                 | ▶ Multilingual Communication       |
| ▶ French as a Foreign Language   | ▶ Musicology                       |
| ▶ Gender Studies                 | ▶ Oriental Studies                 |
| ▶ History                        | ▶ Performing Arts                  |
| ▶ History of Art and Archaeology | ▶ Philosophy and Ethics            |
| ▶ Interpreting                   | ▶ Translation                      |
| ▶ Linguistics                    | ▶ Visual Cultures                  |



### Application process step-by-step

We accept applications only from students who have been nominated by their home university via our **“Mobility Online” platform**. After your nomination has been confirmed by the FIAL international incoming students’ coordinator, you will receive a personal identification code to access the platform.

#### Application deadlines

- ▶ First semester or full-year: **31 May**
- ▶ Second semester: **30 November**

- I. Upload the following documents into the **“Mobility Online” platform**:
  1. a double-sided copy of your passport or identity card (the nationality must clearly appear),
  2. a copy of the Transcript of records of all previous years spent in higher education,
  3. at a further step : Learning agreement duly signed by you and the academic coordinator of your home university.
- II. Check regularly your emails as you will be required to complete this process in several steps.
- III. Once your application has been processed and approved:
  - ▶ The UCLouvain Enrolment Office (*Service des inscriptions*) will contact you by e-mail and explain the online procedure you must follow to have access to your UCLouvain virtual dashboard and download your admission documents.
  - ▶ If you are a national from a non-EU country, and
    - you already have a residence permit in another EU country, the Faculty Fial will send your required documents to the Belgian Foreign Office for their approval.
    - you have no residence permit in another EU country, a standard form will be available in your virtual dashboard, for you to fill in and send to the Belgian Embassy.

#### Postal address

International Relations Office FIAL  
Faculté de philosophie, arts et lettres (UCLouvain)  
Attn. Ms. Nicole Buche  
Collège Érasme  
Place Cardinal Mercier 31, b. L3.03.11  
Office A134  
1348 Louvain-la-Neuve  
BELGIUM  
Phone: +32 (0)10 47 48 08  
[erasmus-in-fial@uclouvain.be](mailto:erasmus-in-fial@uclouvain.be)



## Accommodation

### 1. University-managed accommodation

You can apply for university-managed accommodation

→ <https://www.uclouvain.be/fr/logement/types-de-logements-disponibles>.

Rooms are allocated on a first-come first-served basis. Please fill in the online form <https://fiori.sipr.ucl.ac.be/re/lln1/index.html?sap-ui-language=en> (English) <https://fiori.sipr.ucl.ac.be/re/lln1/index.html?sap-ui-language=fr> (French)

This provisional reservation will become definitive **ONLY after your application to study at UCLouvain has been processed by the Enrolment Office**. UCLouvain Housing service will then send you a confirmation and further instructions.

Rooms will be available from 11 September 2026, students will be provided with their key by this date.

### 2. Private sector

Several opportunities are available via the private sector.

Estate agencies and Private rented accommodation  
<https://www.uclouvain.be/fr/logement/alternatives-aux-logements-uclouvain>

#### Accommodation deadlines

- ▶ First semester or full year: **30 June**
- ▶ Second semester: **14 December**

#### Contact

INFOR-LOGEMENT

[inforlogementlln@uclouvain.be](mailto:inforlogementlln@uclouvain.be)



Rue de la Gare 6, B-1348

Louvain-la-Neuve

Monday to Friday:

10:00 - 12:00; 13:00 - 15:30

Phone: +32 (0)10 47 82 40 / 47 22 92

## Learning Agreement

### ECTS and Workload

According to the “European Credit Transfer System”, the regular course workload for a semester is **30 ECTS**. The exact number of credits is decided in accordance with your home university.

One ECTS credit corresponds approximately to 30 hours of work (lectures, seminars, tutorials, independent study, etc.).

Exchange students can take a few courses outside FIAL, provided they get the approval of their home institution as well as of the UCLouvain faculty which is concerned.

## Course description

All UCLouvain courses have codes composed of 3/5 letters and four digits.

The first letter refers to the campus	<b>L</b> = Louvain-la-Neuve campus <b>M</b> = Mons campus <b>W</b> = Woluwe campus
The other four letters refer to the main study programme, the Faculty or, for ILV courses, to the language	<b>HIST</b> = study programme in History <b>FRAN</b> = French language course <b>GERM</b> = study programme in English, German or Dutch
The first digit refers to the study cycle	<b>1</b> = undergraduate programmes <b>2</b> = graduate programmes
The other three digits	Identify individual courses



For the full description of a course (workload, contents, language of instruction, prerequisites, if any, teaching methods, timetable, etc.), type: [www.uclouvain.be/en-cours-2024-COURSECODE](http://www.uclouvain.be/en-cours-2024-COURSECODE) and replace "COURSECODE" with the exact code related to the course you want to attend, for instance <https://uclouvain.be/en-cours-2025-LRELI1252>.

## Course catalogue

If you are looking for a specific course, you can also browse the study programmes offered by FIAL.

The list of the programmes and the courses are available at:

<https://catalogue-formations.uclouvain.be/fr/search>

q1	course taught during the 1 <sup>st</sup> term only
q2	course taught during the 2 <sup>nd</sup> term only
q1+q2	course taught the whole academic year (examination to be taken in June)
⊕	periodic course, taught in 2025-2026
∅	periodic course, not taught in 2025-26

## Completion of the Learning Agreement

There are two possibilities of submitting your Learning Agreement (LA):

- 1) You upload the Learning Agreement required by your home university into the Mobility Online platform, or
- 2) You fill in the UCLouvain model of Learning Agreement available in the Mobility Online platform.

The countersigned LA will be uploaded into Mobility Online by the international incoming students' coordinator.

## Language(s) of instruction

### French as the main language

**French** is the main language of instruction at UCLouvain.

As an international exchange student, you will fully participate in the student life and should be able to follow lectures, participate in class discussions (seminars and tutorials), write essays, etc. in French. Therefore, a **B2 level in French** (written and oral) is **recommended**, even though an official proficiency test is not mandatory. Some "English-friendly courses" (<https://www.uclouvain.be/en/study-programme/programmes-taught-in-english-and/or-in-dutch-courses-given-in-other-languages-in-2024-2025>), taught in French, offer facilities in English for international students.

A number of courses are taught in **English** and in other foreign languages (German, Dutch, Spanish, Italian, etc.). Language requirements for each course are specified in the description sheets available through the online course catalogue.

## French language courses



Language courses taught at the *Institut des langues vivantes* (ILV) are free of charge when they are included in your Learning Agreement.

As an international exchange student, you can include **up to 6 hours** of French language courses per term in your study programme.

- ▶ If you wish to attend an extra language course, you should request admission directly at the ILV and pay the appropriate fee.
- ▶ You are strongly advised to
  - ✓ attend the information session organized at the beginning of each term (<https://www.uclouvain.be/fr/ilv>).
  - ✓ Read the <https://www.uclouvain.be/fr/ilv/francais>
  - ✓ Choose the courses that suit you among their <https://www.uclouvain.be/fr/ilv/francais>



Fee-based intensive French Course are organized by the **CLL Language Centre** in Louvain-la-Neuve before each term. They are not given by the faculty and, therefore, **cannot be added to your LA**.

Further information is available on page <https://shop.cll.be/en/shop?lng=en>

## Entering Belgium

- ▶ If you are an **EU national**
  - ⇒ A valid national ID card (or passport) is required to enter Belgium. No further documents is needed to reside and study in Belgium as an international exchange student.
- ▶ If you are a national from a **NON-EU country**
  - ⇒ who already has a residence permit delivered by another EU country, please advise your Erasmus coordinator ([erasmus-in-fial@uclouvain.be](mailto:erasmus-in-fial@uclouvain.be)), so she can send the relevant form ("Annexe 3") together with other required documents to the Belgian Foreigners Office;
  - ⇒ without a residence permit delivered by any other EU country, a standard form ("Annexe 1") will be available in your UCLouvain dashboard, to be filled in and sent to the Belgian embassy in your country.
- ▶ For questions regarding visa and related matters, you should contact the Belgian embassy or Belgian consulate in your country or a neighbouring country.

Information concerning visa applications for Belgium is available on the website of the **Foreign Affairs**

<https://diplomatie.belgium.be/en/travel-belgium/visa-belgium>,  
<https://diplomatie.belgium.be/en/travel-belgium/studying-belgium>



## Healthcare

- ▶ If you are a national from a **NON-EU country**, you should purchase private health insurance before leaving your country or you can decide to join the Belgium Health Insurance Scheme after your arrival.
- ▶ If you are an **EU national**, you should bring your European Health Insurance Card (EHIC), issued by your own national Health authority.

Once enrolled at UCLouvain, students are covered for physical accidents that may occur to them but only in the framework of their academic activities.

### Health check



If you come from a country where tuberculosis is endemic (in Africa, South America, Asia & Eastern Europe), after your enrolment you will receive an invitation from UCLouvain Health Service to pass a health check with a University doctor.

The health check is **COMPULSORY**, free of charge and confidential. Please note that the health check is an opportunity to receive detailed information about the health system in Belgium.

### Travelling to Louvain-la-Neuve

The closest two **airports** to Louvain-la-Neuve are:

- *Brussels National Airport* in Zaventem (approximately 30 km from Louvain-la-Neuve)
- *Brussels South Charleroi Airport* in Charleroi (approximately 40 km from Louvain-la-Neuve)

#### More information

- ▶ Brussels Airport:  
[www.brusselsairport.be/en/](http://www.brusselsairport.be/en/)
- ▶ Brussels South Charleroi Airport:  
<https://www.brussels-charleroi-airport.com/en>

**Brussels National Airport** is linked to Brussels city by a shuttle service (6 trains/hour from 4:40 to 24:00).

- ▶ Buy a ticket to "Louvain-la-Neuve" and get off at Brussels Nord station (12-15 min. ride).
- ▶ Take the Brussels-Namur-Luxemburg line (connections to Louvain-la-Neuve every half hour, from 5:43 to 22:58), get off at Ottignies (about 35 min.) and switch to a train to Louvain-la-Neuve (about 8 min.).
- ▶ Some trains go straight from Brussels to Louvain-la-Neuve but take more time.



At **Charleroi Airport** make sure you buy a combined bus + train ticket to Louvain-la-Neuve.

- ▶ This ticket covers a journey on a TEC bus (from the airport to Charleroi-Sud Railway Station) and a train journey.
- ▶ Trains to Louvain-la-Neuve stop in Ottignies. From Ottignies you must take the train shuttle to Louvain-la-Neuve.

Train connections exist from both airports to **Louvain-la-Neuve Université** (Not to be confused with "Louvain" or "Leuven" in Dutch!). Timetables are available on the **SNCB web site** ([www.belgianrail.be/en](http://www.belgianrail.be/en)).

### By car

From Brussels, take the highway E411 direction Namur/Namen. Exit 8A for Louvain-la-Neuve. As the campus is only for pedestrians, cars are not allowed inside the town. Free parking lots are available: "Parkings Malins" ('Smart Parking Sites').

For more information, maps and directions, see: <https://www.google.com/search?client=firefox-b-d&q=plan+de+louvain-la-Neuve>

## 2

## WHEN YOU HAVE ARRIVED

### Welcome!

It is recommended that you arrive at least **a few days before the beginning of the term**. The Faculty holds an **Orientation Day** for exchange student at the beginning of each term. You should not miss it! On that occasion, you will receive important information and documents concerning your stay with us.

- ▶ Term 1: 12 September 2025 (Room to be determined)
- ▶ Term 2: 30 January 2026 (Room to be determined)

### Arrival between 8 to 26 September (9:00 – 17:00)

- ▶ UCLouvain organises a **WELCOME SERVICE** for international students. You will receive information about studying at UCLouvain and your stay in Belgium
- ▶ Location: 'Galerie de la gare', **INFORVILLE OFFICE** (close to the Railway station) (<https://www.olln.be/fr/office-du-tourisme-inforville/accueil>).



### Arrival before 8 September



→ General Coordination service for international students (CGEI) (<https://www.cgei.be/>)

Ruelle Dédale, 1

Phone: +32 (0)10 45 54 34

e-mail: [contact@cgei.be](mailto:contact@cgei.be)

**Arrivals in the evening, during the weekends or outside office hours**

Contact the **CGEI** before your arrival

**On WhatsApp: +32 473 95 32 71**

Available 24h/24h

From 1 September to 1 October



**Service  
d'aide aux  
étudiants**

→ **Point de repère**

*Service d'accueil des étudiants étrangers*

Rue des Wallons, 10

Phone: +32 (0)10 47 20 02

UCLouvain, in collaboration with several student associations, organises a **Welcome Day** at the beginning of the first term.

The programme of activities (regularly updated) is available at: <https://uclouvain.be/fr/etudier/accueil-international.html>

Activities are free of charge, but it is important that you fill in their [Registration form](#).

A **buddy system** is organized by the Faculty of Philosophy, Arts and Letters. You will connect into the [WhatsApp group](#) and your "buddy" will contact you as soon as possible, to help you with every difficulty you may encounter at UCLouvain. Do not hesitate to ask him/her any information and assistance you need!

## Important dates

Term 1	
Information session (mandatory)	Friday 12 September 2025
Teaching begins	Monday 15 September 2025
Teaching ends	Saturday 20 December 2025
Winter Examinations	Monday 5 - Saturday 24 January 2026
Term ends	Friday 30 January 2026
Term 2	
Information session (mandatory)	Friday 30 January 2026
Teaching begins	Monday 2 February 2026
Spring Break	Monday 27 April - Saturday 9 May 2026
Teaching ends	Saturday 16 May 2026
Summer Examinations	Monday 1 - Saturday 27 June 2026
Term ends	Saturday 27 June 2026
Term 3	
Third (resit) Examinations	Saturday 15 August - Friday 4 Sept. 2026

## First steps

### Step I : Get your accommodation

If you have booked university-managed accommodation you must go to INFOR-LOGEMENT (6, Rue de la Gare), in order to sign the rental contract. Your room will be available from 11 September 2026.

- ▶ You will be asked to pay the rent of the first month and leave a deposit (approximately 150 €). Payments must be made by bank transfer (therefore **you need to open a bank account as soon as possible** - see page 17).
- ▶ There are several Local Housing Offices in Louvain-la-Neuve. You will be directed to the one where your accommodation is located to get the keys. Please make sure you go to INFOR-LOGEMENT during the [Opening Hours](#).



### Temporary accommodation

If your accommodation is not available at your arrival or if you have not booked one in advance, you can find temporary accommodation at:

**Kot Erasmus** – UCLouvain student association  
Avenue du Ciseau (see flag outside)  
E-mail: [koterasmus@gmail.com](mailto:koterasmus@gmail.com)  
Phone: +32 (0)10 24 26 95  
<https://kapuclouvain.be/portfolio-items/kot-erasmus/>

#### Interesting to know

The 'Kot Erasmus' is a *Kot-à-projet* (see also page 15). Its aim is to bring together international and Belgian students. The 'Kot Erasmus' organizes a large number of activities throughout the academic year and it works closely with the International Exchange Erasmus Student Network (ESN)

#### Martin's Hotel Louvain-la-Neuve

Rue de l'Hocaille 1  
1348 Louvain-la-Neuve  
E-mail: [lln@martinshotels.com](mailto:lln@martinshotels.com)  
Phone: +32-(0)10 77 20 20

#### Hotel Ibis

Boulevard de Lauzelle 61, Louvain-la-Neuve  
(Walking distance from downtown: 10 - 15 min.)  
E-mail: [h2200@accor-hotels.com](mailto:h2200@accor-hotels.com)  
Phone: +32 (0)10 45 07 51

#### Youth hostel (Gîte-auberge Kaleo)

Rue de la gare, 2 - Louvain-la-Neuve  
<https://www.kaleo-asbl.be/fr/gites/louvain-la-neuve/>

#### Hotel Piano II

Grand Route 61, Corbais  
(Approx. 9 km - bus 34 to LLN 17 min.)  
E-mail: [piano.2@swing.be](mailto:piano.2@swing.be)  
Phone: +32 (0)10 65 60 42

## Step II: Come to the FIAL Welcome session, and participate in the activities proposed during the UCLouvain International Students Day

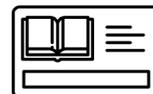
- ▶ Participation in the Welcome session held by the Faculty at the start of each term (see p.7) is **highly recommended**.
- ▶ On that occasion, you will receive important information and documents such as the **Student card and the Smartcard**.



You will be required to show your **European Health Insurance Card or Private Health Insurance Certificate**. Please do not forget to bring it/them!

The smartcard will give you access to UCLouvain libraries, sport centre, some university buildings and enables you to obtain discounts at the University restaurants and in certain shops and cinemas.

- ▶ Afterwards, you will be directed to the [UCLouvain International Students Day](#)

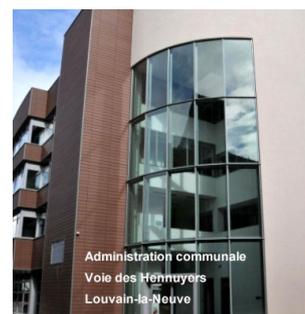


## Step III: Register at the Local Council (*La commune*)

### [Registration procedure for non-EU nationals](#)

Within 8 days of your arrival, you must contact by e-mail the Foreigners' Service of the town where you live. They will ask you the following documents :

- Passport and Visa D
- A rental contract (or a written statement from your custodian)
- UCLouvain Certificate of enrolment/Admission Letter (see documents available on your UCLouvain Virtual Dashboard)
- 2 passport-size photos + 35,10 €
- Proof of financial support (grant or copy of the written statement from the person or institution providing you with money)



In the following week(s), a police officer will visit you at your residence in order to verify where you live (your name must be indicated on your mailbox)

After this verification, you will have to go to the Foreigners' Service to get your residence permit.

### [Registration procedure for EU nationals and Swiss](#)

Within 8 days of your arrival, you must contact by e-mail the Foreigners' Service of the town where you live. They will ask you the following documents:

- Identity Card or Passport
- Rental contract
- UCLouvain registration documents (see documents available on your UCLouvain Virtual Dashboard)
- European Health Insurance Card
- 2 passport-size photos + 35,10 €

After this verification, you will have to go to the Foreigners' Service to get your residence permit.

If you live in Louvain-la-Neuve, you will find below the address of the [Foreigners' Service](#) (mostly by appointment)

**Address:** voie des Hennuyers 1  
Phone: + 32 (0)10 43 61 50  
E-mail: [etrangers@olln.be](mailto:etrangers@olln.be)

**Opening hours for registration procedures:**  
Monday: from 12:30 to 19:00  
Tuesday to Friday: from 8:30 to 12:30

# 3

## STUDYING AT UCLouvain

### UCLouvain E-mail Account and Virtual Dashboard

For a successful study experience with us, you **must activate your personal account on the UCLouvain portal as soon as possible**. This will give you access to your UCLouvain e-mail account and to your *virtual dashboard*.

#### How to activate your account

- ▶ Go to page <<https://sites.uclouvain.be/sgsi-apps/accounts/prod/#english>> <My global account and his password> Procedure for new students. Follow the instructions.

**UCLouvain** **Compte UCLouvain** My UCL  
information - liens [English Version](#)

**Mon compte d'accès à l'UCLouvain et son mot de passe**

En fonction de mon statut ou de mes statuts (étudiant.e, membre du personnel, alumni, lecteur de bibliothèque, personnel cliniques St Luc, extérieur avec adresse mail uclouvain.be, extérieur avec adresse mail personnelle,...) le compte qui m'a été attribué va disposer outre son identifiant global (uid) parfois équivalent à un login d'accès à une application, de certains attributs de type signalétique (parmi ceux-ci : nom, prénom, matricule FGS, nom si je suis étudiant.e, date de naissance, adresse mail, **adresse mail de recovery de mot de passe** (?), mot de passe,...) ainsi que des attributs définissant mes éventuels accès à des ressources applicatives (parmi celles-ci : intranet, bibliothèque, wifi, serveur de fichiers, courrier électronique .uclouvain.be, teams, accès vpn,...). Ces accès à des ressources seront *automatiquement* présents en fonction de mon statut ou de mes statuts et d'autres pourront être ajoutés dans le cadre de contextes bien définis.

Ces accès spécifiques sont bien souvent protégés via une authentification avec mot de passe, mot de passe associé à mon compte

l'adresse mail de recovery de mot de passe est une adresse mail qui m'est personnelle, elle me permettra de définir ou redéfinir le mot de passe associé à mon compte UCLouvain très simplement

- Si je suis étudiant.e, j'ai communiqué une adresse personnelle de contact à l'occasion de mon inscription. Cette adresse sera considérée comme adresse de recovery de mot de passe
- Si je suis uniquement alumni, et que je n'ai pas d'autre statut, c'est l'adresse mail communiquée au niveau de l'annuaire alumni qui servira d'adresse de recovery de mot de passe, une procédure particulière m'est proposée
- Si je dispose d'un compte dit externe, avec une adresse mail personnelle (pas une ...uclouvain.be), c'est la même adresse mail qui servira d'adresse mail de recovery
- Si j'ai défini une adresse de recovery de mot de passe, c'est bien sûr cette dernière qui est à utiliser

[fermer ce cadre](#)

On parlera de

- **Activation de compte** quand je dois définir une première fois mon mot de passe ou suite à une remise à zéro du mot de passe par le Service Desk contacté car il était impossible de le redéfinir
  - Une adresse mail de recovery de mot de passe (?) est associée à mon compte : <https://sites.uclouvain.be/sgsi-apps/allcompte/prod> ou <https://sites.uclouvain.be/sgsi-apps/alucompte/prod> si je suis uniquement alumni
  - Il n'y a pas d'adresse mail de recovery de mot de passe associée à mon compte, mais il dispose de ma date de naissance et soit d'un matricule FGS, soit d'un NOMA : <https://sites.uclouvain.be/sgsi-apps/newaccount/prod/index.php?main=depart>
- **Modification du mot de passe** quand je souhaite changer mon mot de passe tout en connaissant l'actuel ... ou pas (dans certaines circonstances)

#### Information and facilities (among others) available through the *virtual dashboard*:

- ✓ Upload id photo for your student card
- ✓ Course Enrolment
- ✓ Exam Registration
- ✓ Exam Results
- ✓ UCLouvain mailbox
- ✓ MoodleUCL
- ✓ Electronic notice board
- ✓ Online libraries
- ✓ ...

**Check your UCLouvain student account regularly: the university staff will use this e-mail account to communicate with you.**

### Learning Agreement (Annex to...)

Any change in the Learning Agreement must be done within **TWO WEEKS** after the beginning of the term. Please note that both the academic coordinators at your home institution and at UCLouvain must sign the amended Learning Agreement. The name of your academic coordinator at UCLouvain will be communicated to you on the Welcome Day. You will find the contact details via the University Directories → <https://uclouvain.be/en/directories>

**Please note that all documents must be handed over to the FIAL administrative coordinator.**

If your Learning Agreement includes language courses from the ILV (*Institut des Langues Vivantes*), you will have to fill in the *ILV incoming exchange student form*. The form has to be signed by the FIAL **administrative** coordinator.

The form is available on the ILV web site → <https://uclouvain.be/fr/etudier/ilv/francais.html>

**Please note that you do not need to have pre-registered in order to attend a given course.**

## Moodle UCLouvain

Once your final study programme has been approved, you must register on [Moodle UCLouvain](https://moodle.uclouvain.be/).

Moodle UCLouvain is the **UCLouvain online learning platform**. Professors post important information on it concerning their courses, as well as teaching and reading materials.

1. Register on the platform <https://moodle.uclouvain.be/>
2. Simply enter your UCLouvain login and password.
3. Register for all the courses listed in your study programme, to have access to the information and teaching material made available by the professors.

→ **Do you need help?**

<https://moodle.uclouvain.be/mod/book/view.php?id=37>

- ▶ Registration on MoodleUCL is **NOT** automatic
- ▶ **Do not confuse** Course enrolment and Course registration on MoodleUCL
- ▶ **Do not confuse** Exam registration and Oral Exam registration on MoodleUCL

## Course schedules

To check the timetable (in French: “*Horaire*”) of a course, type:

▶ [www.uclouvain.be/cours-2026-COURSECODE](http://www.uclouvain.be/cours-2026-COURSECODE)

COURSECODE should be replaced by the course code you are interested in (i.e. LRELI1252)

▶ <https://uclouvain.be/cours-2024-LRELI1252>

*Explication de textes : roman de langue française*  
LROM1260 2019-2020 Louvain-la-Neuve

5.0 crédits  
30.0 h + 7.5 h  
1q  
> Horaire

## Examinations

### Online registration for examinations

You must register for the exams related to the courses you have attended, via your **virtual dashboard**. Please make sure you register when the registration windows are open. You will receive an e-mail indicating the registration dates. Please respect the dates indicated. You will automatically be registered for the exams of the session, but you will need to check and unsubscribe if you do not wish to take the exam.

- ▶ For oral examinations, registration is required via Moodle too.
- ▶ When you have registered for an exam, you must present yourself at the appointed time and place indicated in the timetable.

**Please note that:**

- You cannot sit an examination for which you have not registered;
- No change and no registration can be accepted outside the registration period, except in the case of unexpected circumstances, duly notified to your academic coordinator;
- It is possible to cancel your registration for an examination. For further details see <https://uclouvain.be/fr/facultes/fial/examens.html> (in French. The English translation will be available soon).

### Examination sessions

**Winter session:** +/- 5– 25 January  
**Summer session:** +/- 2 June – 28 June  
**Resit session:** +/- 16 August – 5 September

In case of no-show at an examination, due to illness or other urgent cause, you should provide a medical certificate (or any other relevant certificate) specifying the dates and reason why the illness/urgent cause will prevent or has prevented you from sitting the examination.

### UCLouvain examination regulations

You must comply with the general rules governing UCLouvain examinations.

→ <https://uclouvain.be/fr/decouvrir/rgee.html>

### Examination timetable

The timetable for written examinations is announced well in advance on the FIAL web portal.

→ <https://uclouvain.be/fr/facultes/fial/horaires-des-examens.html> (in French. The English translation will be available soon)

The dates of oral examinations will be determined on the basis of online registrations and announced as soon as possible.

### Examinations results

Detailed results are displayed on your virtual dashboard a few days after the end of each term. You will receive a Transcript of records by mail a few days after the term.

### UCLouvain grading system

All UCLouvain Faculties use the same ECTS grading table, which takes into account the grades obtained in all programmes during the last five academic years. The grading scale is reviewed every year.

Grade	20	19	18	17	16	15	14	13	12	11	10	<10
% of students awarded the grade	0.5	3.0	8.7	12.7	17.4	16.4	14.6	9.8	7.5	5.0	4.5	-
ECTS Grade	A			B			C		D		E	F

### Where to find classrooms

<b>AGOR</b>	⇒ auditoires Agora	place Agora, 19
<b>BARB</b>	⇒ auditoires Sainte-Barbe	place Sainte-Barbe, 1
<b>COUB</b>	⇒ auditoires Pierre de Coubertin	place Pierre de Coubertin, 2
<b>DESC</b>	⇒ auditoires Descamps	Grand'Place, 45
<b>DOYE</b>	⇒ auditoires Doyen	place des Doyens, 1
<b>ERAS</b>	⇒ auditoires Érasme	place Cardinal Mercier, 31
<b>ESOP</b>	⇒ auditoires Ésope	ILV (Institut des Langues Vivantes), Traverse d'Ésope 1
<b>LECL</b>	⇒ auditoires Leclercq	place Montesquieu, 1
<b>MERC</b>	⇒ auditoires Mercator	place Louis Pasteur, 3
<b>MONT</b>	⇒ auditoires Montesquieu	rue Montesquieu, 32
<b>MORE</b>	⇒ auditoires More	place Montesquieu, 2
<b>A.</b>	⇒ auditoires A (previously, auditoires des Sciences )	place des Sciences, 2
<b>SOCR</b>	⇒ auditoires Socrate	place du Cardinal Mercier, 10-12
<b>STUD</b>	⇒ auditoires Studio	place Agora
<b>SUD</b>	⇒ auditoires Croix du Sud	place Croix du Sud

[SEE SHORT VIDEOS](#)

## Academic calendar

<b>SEPTEMBER 2026</b>	Friday 12 Monday 15 Wednesday 27	Beginning of the academic year - Welcome Day Teaching begins French-speaking Community Day (bank holiday)
<b>OCTOBER 2026</b>	<i>Not yet determined</i> Monday 27/10- Saturday 01/11	<a href="#"><u>24 heures vélo</u></a> "Smart Week" - less classes & extra academic activities
<b>NOVEMBER 2026</b>	Saturday 1 Tuesday 11 Tuesday 11 - Tuesday 18	All Saints Day Armistice Day (no classes) Registration online for Winter Examinations
<b>DECEMBER 2026</b>	Saturday 20 Thursday 25	Teaching ends Christmas Day
<i>Administrative services will be closed from 24 December 2025 to 3 January 2026 No classes from 22 December 2025 to 30 January 2026</i>		
<b>JANUARY 2027</b>	Monday 5 - Saturday 24 Wednesday 28 Friday 30	Examination period (Winter session) Term 1 ends – End of deliberations Welcome Day
<b>FEBRUARY 2027</b>	Monday 2	Teaching begins
<b>MARCH 2027</b>	Monday 16 – Monday 23	Registration online for Summer Examinations
<i>No classes from Monday 27 April to Saturday 9 May</i>		
<b>MAY 2027</b>	Friday 1 Thursday 14 Saturday 16 Monday 25 may	Labour Day (no classes) Ascension Day Teaching ends Whit Monday (no classes)
<b>JUNE 2027</b>	Monday 1 – Saturday 27 Saturday 27	Examination period (Summer session) Term 2 ends - End of deliberations
<b>JULY 2027</b>	Wednesday 1 <sup>st</sup> Saturday 27/06 – Thursday 02/07	Term 3 starts Registration online: Resit Examinations Session
<b>AUGUST - SEPTEMBER 2027</b>	Monday 17 Aug – Friday 4 Sept Saturday 5	Examination period (Resit session) End of deliberations

## Contacts

### Your FIAL ADMINISTRATIVE coordinator

(Nicole Buche)

Collège Érasme, A.134

+32 (0)10 47 48 08

[erasmus-in-fial@uclouvain.be](mailto:erasmus-in-fial@uclouvain.be)



### Your FIAL ACADEMIC coordinator

More information will be given on the Welcome Day.  
Don't miss it!

<https://uclouvain.be/en/directories>

### Opening hours

Monday and Thursday: 9:00-12:00 and 14:00-16:00

**More information** → <https://www.uclouvain.be/fr/facultes/fial/contact>

## How to stay informed?

### The Faculty portal and UCLouvain portal

You will find on the Faculty and the UCLouvain portals plenty of useful information. Make it your first port of call and add them to your bookmarks!

→ <https://uclouvain.be/fr/index.html>

→ [www.uclouvain.be/fial](http://www.uclouvain.be/fial)

**E-mail:** You can access your mailbox via the virtual dashboard on the portal (*My UCL*)

**You should check your email account regularly if you do not want to miss important information about your studies!**

### Useful information (after prior identification)

<https://intranet.uclouvain.be/en/myucl/administrations/ade/inscriptions/etudiants.html>

## UCLouvain Libraries

To enter any UCLouvain library and borrow books, you will need your **smartcard**. Sometimes books and magazines cannot be borrowed, but you can make copies inside the library. For more information ask at the library reception desk.

BFLT Library. Several presentation videos are available on page <https://uclouvain.be/fr/bibliotheques/bflt/tutoriels.html>

The following libraries are of particular interest for the students of the FIAL Faculty:



### [Library of Arts and Letters \(BFLT\)](#)

Collège Érasme  
Place Cardinal Mercier, 31

### Opening hours

Monday - Friday: 8:15 - 20:20  
Saturday: 9:00 - 17:00

### [Library of Philosophy \(BISP\)](#)

Collège Mercier (level -2)  
Place Cardinal Mercier, 14

### Opening hours

Monday: 10:00 - 17:45  
Tuesday - Thursday: 9:00 - 17:45  
Friday: 9:00 - 17:00

## Wi-Fi and Computer Facilities

You have free access to the computer rooms situated on the **ground floor of the Socrate building**. Information on available computer facilities is available (<https://www.uclouvain.be/fr/bibliotheques/bflt/learning-center-christine-de-pizan>)



Several areas on the University campus have free wireless access.

You can find further information on the Wi-Fi at the university Web site

In case of problems with your email account or access to the Wi-Fi you can contact the UCLouvain IT service:

**Service Desk** → [8282@uclouvain.be](mailto:8282@uclouvain.be)



## Student life

### K-FET (FIAL students cafeteria) – ERAS51

The K-FET is a cafeteria managed by the FIAL student representatives. You will find drinks and sandwiches at affordable price, but don't forget that the K-FET is also a meeting place (theme bars, meetings with international students, conferences, etc.).

Open:  
from Monday to Friday  
from 12:00 to 14:00

### Student societies ('cercles d'étudiants' in French)

Students from the same faculty and sharing the same interests often form 'Cercles'.

In order to become a member, at the beginning of the first term, every newcomer (called 'bleu') has to pass some 'trials' (called 'baptêmes'). All *Cercles* have their own bar or 'headquarter', where they sell beer and other beverages. The prices are very reasonable, as the *Cercles* are non-profit entities. If you want to go out, it is a must to pass by a *Cercle* and see the Louvain-la-Neuve student life: no need to be member to join a party! Be aware, it can be dirty and a lot of alcohol can be involved, so we recommend you do not go there in your evening dress!

In FIAL, there are two *Cercles*. They organize many social and cultural activities and take part in the folklore of Louvain-la-Neuve.

- **Cercle Philo & Lettres:** <https://cerclefltr.com/>

Rue des Blancs Chevaux, 8A

+32 (0)010 45 40 82

- **Cercle des étudiants en philosophie:** <http://cepucl.be>

Ruelle Saint Eloi 8, 1348 Louvain-la-Neuve



### Theme Housing (« Kot-à-projet » - KAP)

Originally "Kot" is a Dutch word meaning "junk room". Nowadays in Belgium, this word means accommodation for university students. Students have their own study bedroom and share communal facilities.

Students living in a 'Kot-à-projet', or KAP, carry on a common project, besides their studies. There are more than 80 KAP in Louvain-la-Neuve proposing activities ranging from culture to sport, from humanitarian aid to multicultural exchanges. You can find a list of different KAP on the webpage : <http://www.organe.be/>

# 5

## LIVING IN LOUVAIN-LA-NEUVE

### Sport activities

Sport centre - BLOCRY : *Blocry* is the town Sport Centre. It is located in the 'Hocaille' district (about 10-minute walk from the Louvain-la-Neuve town centre). The Sport Centre, in collaboration with the UCLouvain Sport Service, offers more than 100 different sport activities

#### UCLouvain SPORT SERVICE

11, place des Sports

Phone: +32(0)10 47 44 41

Email: [info-sportln@uclouvain.be](mailto:info-sportln@uclouvain.be)

<https://csblocry.be/centre-sportif/>

- ▶ During the first weeks of the semester, entrance is normally free so everyone can test the courses.
- ▶ If you wish to practise a sport during your stay in Louvain-la-Neuve, you need to buy a sport card (40€). This card gives you access to all sport activities and to the swimming pool (only at the displayed times on the sport programme). A few sports activities require extra charges.



### Cultural life

Louvain-la-Neuve is rich of cultural life!

- ▶ Theaters : Theater Jean Vilar and Blocry Theater.
- ▶ Museums : Hergé Museum and Museum L.
- ▶ Concert halls : Aula Magna and La Ferme! (At the Biéreau).
- ▶ Several festivals and balls throughout the year : Festival Universatil (theatre), Spring Festival (concerts), Night of Poetry, Ball of Letters, Winter Ball, Spring Ball, etc.



### Bookstores

- ▶ [Academia-l'Harmattan](#): the Academia-l'Harmattan is a bookstore specialized in Human Sciences books. The shop is located at rue du Poirier 10, 1348 Louvain-la-Neuve.
- ▶ **DUC** (Diffusion Universitaire Ciaco): university books and course textbooks are available at the University bookstore at competitive prices.— Grand'Rue 2-14, 1348 Louvain-la-Neuve.

## Telephone and Wifi

There are three main mobile network providers: [BASE](#), [Proximus](#) and [Orange](#). Their shops and stores are located in rue Charlemagne, in the shopping centre 'L'Esplanade' (place de l'Accueil) and on place de l'Université.

- ▶ UCLouvain accommodations do not always include wifi. Once you have your identity card or papers from the Local Council (*la Commune*) it is possible to obtain a subscription for wifi from [Proximus](#) or [Orange](#). Proximus and Orange offer their services depending on what type of plug is in your accommodation.

## Banks

We advise you to open an account as soon as you arrive at Louvain-la-Neuve to pay for your accommodation and current expenses.

Three banks operate in Louvain-la-Neuve:

- BNP Paribas Fortis, place de l'Université 6
- ING Belgique, rue des Wallons 2
- BELFIUS, place de l'Université 34

### Bank account and credit card free of charge under the conditions below:

- Being under 25 or 28
- Having your passport/identity card
- Confirmation of your registration at UCLouvain
- Proof of your address in Belgium (rental contract)



You can get cash from ATM machines with any kind of credit card. ATM machines are located Grand'Place,

## Restaurants universitaires (Restos U)

In Louvain-la-Neuve you will find several [University restaurants](#) such as the 'Sablon'. They provide self-service hot meals, cold dishes, salads and desserts.



les restaurants universitaires

- ▶ With your student card, you will be able to receive meals from these restaurants at discounted prices.

### Opening hours:

From Monday to Saturday  
from 12:00 to 14:00  
From Monday to Thursday  
from 18:30 to 20:30

## A few words about Belgium and Louvain-la-Neuve

### Belgium

Belgium is a federal state consisting of 3 main regions:

- ▶ **Brussels:** where French and Dutch are official languages.
- ▶ **Wallonia** (South of Belgium): French-speaking. There is also a small German-speaking community along the German border.
- ▶ **Flanders** (North of Belgium): Dutch-speaking.

Belgium has common borders with France, the Netherlands, Germany and Luxembourg.



Its **well-known specialities** are:

- ▶ Chocolate (ask for “*chocolat et pralines*”)
- ▶ A wide range of local beers (ask for “*bières spéciales*”)
- ▶ Mussels served with French fries (ask for “*moules-frites*”)
- ▶ Waffles (ask for a “*gaufre de Bruxelles*” or “*gaufre de Liège*”)



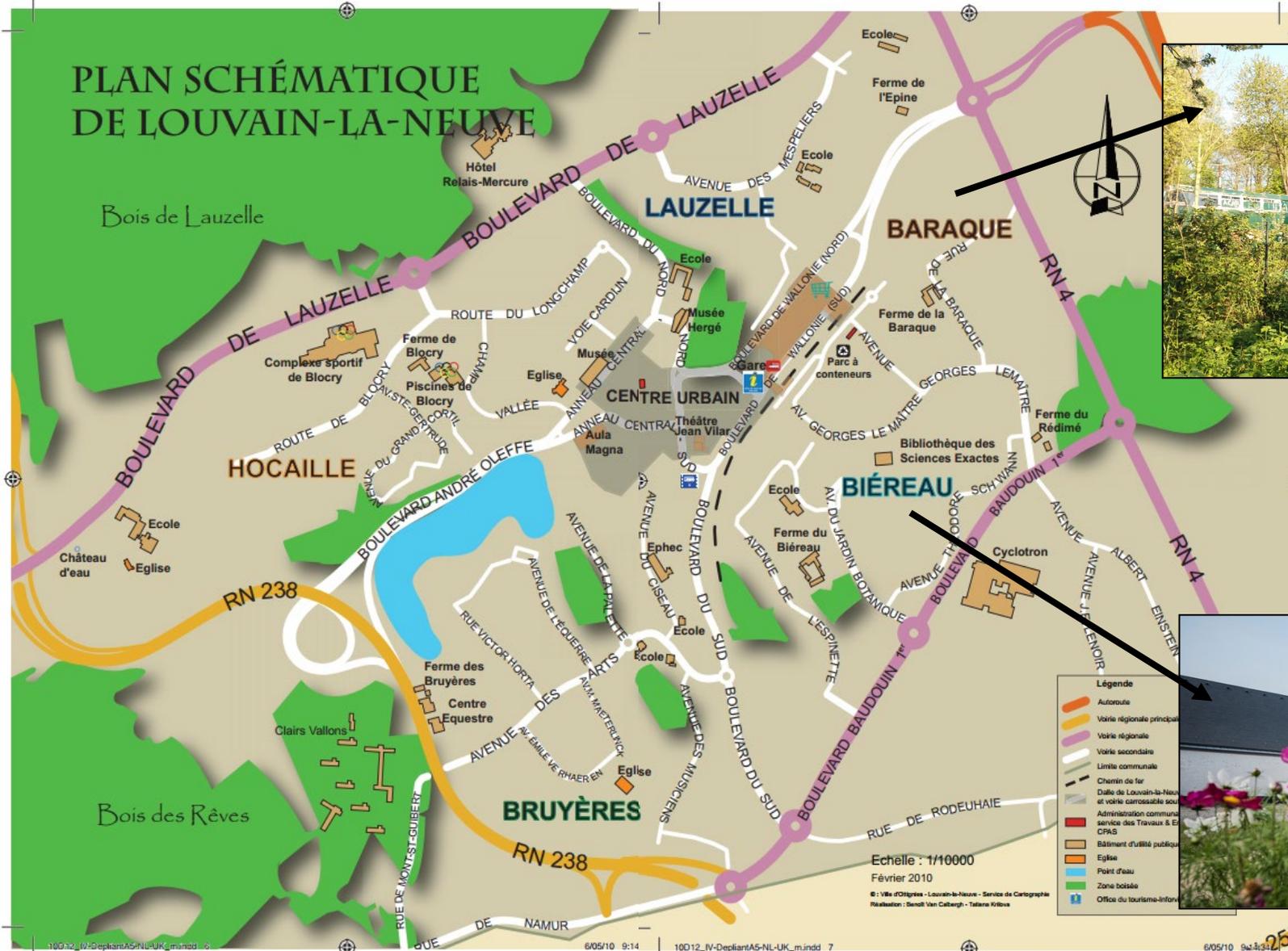
### Louvain-la-Neuve

In addition to the construction during 2005 of the shopping centre ‘L'Esplanade’, the Aula Magna exhibition centre and auditorium, as well as a large cinema complex, the town still lives in line with the university.

**Louvain-la-Neuve is a pedestrian town.** The contrast between the recent and innovative architecture and nature including an artificial lake or the surrounding woods makes the town really special. Love it or hate it, this town cannot be forgotten !



# PLAN SCHÉMATIQUE DE LOUVAIN-LA-NEUVE



**Baraque**



Located to the east of the Biéreau district. It is an area comprising both architectural and ecological alternative housing experiments.

**The Biéreau**



It is the oldest district of Louvain-la-Neuve and the first residential quarter of the town. It accommodates the old Biéreau farm, redeveloped into a cultural centre dedicated to music.

## Lauzelle

Essentially residential, the Lauzelle district marks a second wave in the construction and development of individual housing at the end of the eighties.



## Hocaille

Nestled on the border of the Lauzelle woods, Hocaille is home to one of the largest sport complexes of Belgium, as well as the old Blocry Farm, a space that is today dedicated to the performing arts.



## Bruyères

Started in the nineties, the district of Bruyères became the largest of Louvain-la-Neuve. It is bordered to the north by a lake and a horse farm.



We hope this guide will answer most of your questions!

Should you need any further information, feel free to contact us

International Relations Office

[erasmus-in-fial@uclouvain.be](mailto:erasmus-in-fial@uclouvain.be)



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*Title Page (from left to right):* Grand Place by Photokot, UCLouvain panel by Instagram UCLouvain, street by @priscilliasantamaria, Erasme's picture by Facebook FIAL UCLouvain

*Others:* Collège Erasme by EmDee, Collège Mercier et Centres d'Etudes Théâtre by Carine Verbiest, Origami picture and Grand Place by Photokot, Baraque by Louvaininfo.be, The Biéreau by La Ferme!, Lauzelle by ruelln.org, Hocaille by csblocry.be, Lake by Laura Lievens and icons made by Freepik from flaticon.co.