




## General Information

<b>Name of Institution (EN/FR)</b>	Higher Education Institution Lucia de Brouckère Haute Ecole Lucia de Brouckère HELDB	
<b>Erasmus Code</b>	B BRUXEL 88	
<b>Campus</b>	<u>Brussels</u> Avenue Émile Gryzon 1 1070 Brussels (Belgium)	<u>Jodoigne</u> Chaussée de Tirlemont 85, 1370 Jodoigne (Belgium)
<b>Website</b>	<a href="http://www.helddb.be">www.helddb.be</a>	
<b>Social Media</b>	 <a href="http://www.facebook.com/HELdB-Erasmus">http://www.facebook.com/HELdB-Erasmus</a>  <a href="https://www.linkedin.com/school/haute-ecole-lucia-de-brouck-re/">https://www.linkedin.com/school/haute-ecole-lucia-de-brouck-re/</a>  <a href="http://www.instagram.com/helddb_erasmusplus">http://www.instagram.com/helddb_erasmusplus</a>	

## International Office

<b>Phone Office</b>	+032 2 526 70 57
<b>Mail address</b>	<a href="mailto:bri@cnldb.be">bri@cnldb.be</a>
<b>Contact person for Registration</b>	Ms Linda Leonora <i>International Coordinator</i> <a href="mailto:Linda.Leonora@cnldb.be">Linda.Leonora@cnldb.be</a> +32 486 60 19 96
<b>Location of the Office</b>	Campus of Brussels, Building 7, room ES-16

## Application and Registration Procedures

<b>Website for incoming student</b>	<a href="http://www.helddb.be/fr/international/je-suis/etudiant-exterieur-a-la-helddb">www.helddb.be/fr/international/je-suis/etudiant-exterieur-a-la-helddb</a>
<b>Application procedure</b>	Home institution International office should send official nomination to HELdB International office. No free movers accepted. All students have to fill in the online application form and send registration documents to <a href="mailto:linda.leonora@cnldb.be">linda.leonora@cnldb.be</a> <ul style="list-style-type: none"> <li>- ID photo (jpeg)</li> <li>- Double -sided copy of ID card or copy of passport</li> <li>- Learning agreement (signed by 3 parties)</li> <li>- Copy of European health card or International health insurance</li> <li>- Language certificate OLS</li> <li>- Transcript of records</li> <li>- Proof of nomination (from home university)</li> </ul>
<b>Application deadline</b>	<ul style="list-style-type: none"> <li>• 15/05 for Fall Semester</li> <li>• 15/11 for Spring Semester</li> </ul>



HAUTE ÉCOLE

*Lucia de Brouckère***Academic Information**

<b>Courses Offered</b>	Course catalogue <a href="https://www.helddb.be/fr/formations-et-enseignement">https://www.helddb.be/fr/formations-et-enseignement</a>																														
<b>Language(s) of instruction</b>	Subjects offered to exchange students are taught <u>in FRENCH</u>																														
<b>Language proficiency</b>	HELdB <u>does not require a language test</u> but relies on its partner institutions to evaluate their student's French proficiencies and make sure that their level is sufficient to cope with the study programme.																														
<b>Grading system</b>	Each module or subject taught at HELdB is worth a number of ECTS. One ECTS = 30 hours of full time study. The Belgian grading scale consists of numbers from 1 to 20, 1 being the lowest grade, 20 the highest grade and 10 the lowest passing grade.																														
<b>Grading Scale Meaning</b>	<table border="1"> <tr> <td>A</td> <td>20</td> <td>Oustanding*</td> </tr> <tr> <td>B1</td> <td>18-19</td> <td>Excellent (excellent performance with only major errors)*</td> </tr> <tr> <td>B2</td> <td>16-17</td> <td>Very good (above the average standard but with some errors)*</td> </tr> <tr> <td>C</td> <td>14-15</td> <td>Good (generally sound work with a number of notable errors)</td> </tr> <tr> <td>D</td> <td>12-13</td> <td>Satisfactory (fair but significant shortcoming)</td> </tr> <tr> <td>E</td> <td>10</td> <td>Sufficient (performance meet the minimum criteria)</td> </tr> <tr> <td>FX</td> <td>8-9</td> <td>Fail (some more work required before the credit can be awarded)</td> </tr> <tr> <td>F1</td> <td>6-7</td> <td>Unsatisfactory (considerable further work is required)*</td> </tr> <tr> <td>F2</td> <td>4-5</td> <td>Poor*</td> </tr> <tr> <td>F3</td> <td>1-3</td> <td>Very poor*</td> </tr> </table> <p>*the grades 1-6 are hardly ever awarded and 18-20 are very rare</p>	A	20	Oustanding*	B1	18-19	Excellent (excellent performance with only major errors)*	B2	16-17	Very good (above the average standard but with some errors)*	C	14-15	Good (generally sound work with a number of notable errors)	D	12-13	Satisfactory (fair but significant shortcoming)	E	10	Sufficient (performance meet the minimum criteria)	FX	8-9	Fail (some more work required before the credit can be awarded)	F1	6-7	Unsatisfactory (considerable further work is required)*	F2	4-5	Poor*	F3	1-3	Very poor*
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<b>Academic calendar</b>	<p><u>AUTUMN SEMESTER</u> The beginning of September to end January. The Official starting date is mid September for all students at HELdB</p> <p><u>SPRING SEMESTER</u> The end of January/ beginning February to end of June The actual ending date depends on the programme</p> <p><u>HOLIDAYS</u> Dates may vary per year and per programme</p>																														

**Accommodation**

<b>Living Expenses</b>	600 to 1000€ a month
<b>Is accommodation offered ?</b>	You are responsible to arrange accommodation yourself, and free to make your own arrangements. The international office will provide you some info upon request.
<b>Cost of accommodation</b>	350 to 650 € a month