

SPECIFIC INFORMATION: ARCHITECTURE (AR) & INTERIOR ARCHITECTURE (IAR)

1) STUDY

ORGANISATION OF STUDY STAYS ABROAD IN ARCHITECTURE AND INTERIOR ARCHITECTURE

Architecture (AR) and interior architecture (IAR) students can go on a study exchange during 1 semester in the first semester of the third Bachelor year, and/or in the first semester of the first Master year.

POSSIBLE DESTINATIONS IN 2022-2024

To enable study exchanges, there needs to be a bilateral exchange agreement in place between Hasselt university and the host university. For 2023-2022, the AR and IAR programmes have closed cooperation agreements with universities listed here below:

Land	Stad	Taal	# 3 BA	# 1 MA	Universiteit
ARCHITECTUUR - Europa					
België	Luik	Frans	0	2	Université de Liège
Duitsland	Kaiserslautern	Duits	2	2	University of Applied Sciences Kaiserslautern
Duitsland	Trier	Duits	2	2	University of Applied Sciences Trier
Duitsland	Aken	Duits (Engels)	0	2	RWTH
Estland	Tallin	Engels	2	2	Estonian Academic of Arts
Frankrijk	Lille	Frans	0	2	Ecole Nat. Sup. d'Architecture et de Paysage de Lil
Frankrijk	Saint-Etienne	Frans	3	3	Ecole Nat. Supérieure d'Architecture de Saint Etien
Italië	Milaan	Engels (Italiaans)	0	2	Politecnico di Milano (campus Leonardo)
Italië	Chieti-Pescara	Italiaans (Engels)	2	2	D'Annunzio University of Chiete-Pescara
Italië	Trieste	Italiaans (Engels)	0	2	University of Trieste
Letland	Riga	Engels	2	2	Riga Technical University
Nederland	Eindhoven	Engels (Nederlands)	0	2	Technische Universiteit Eindhoven
Polen	Gdansk	Engels	2	2	Gdańsk University of Technology
Portugal	Lissabon	Engels (Portugees)	2	2	University Institute Lisboa (ISCTE)
Portugal	Lissabon	Engels (Portugees)	?	?	Universidade de Lisboa
Spanje	Sevilla	Spaans (Engels)	0	2	Universidad de Sevilla
Spanje	Valencia	Spaans (Engels)	0	2	Universitat Politecnica de Valencia
Spanje	Coruña	Engels (Spaans)	2	2	Universidade de Coruña
Turkije	Istanbul	Engels (Turks)	4	4	Istanbul Kultur University
Land	Stad	Taal	# 3 BA	# 1 MA	Universiteit
ARCHITECTUUR - Buiten Europa					
Brazilië	Sao Paulo	Portugees (Engels)	0	2	MacKenzie Presbyterian University
China	Hong Kong	Engels	0	2	Chu Hai College
Ecuador	Cuenca	Spaans (Engels)	0	2	Universidad del Azuay
UK	Belfast	Engels	2	2	Queens University of Belfast
Zuid-Afrika	Kaapstad	Engels	0	2	Cape Peninsula University of Technology

Land	Stad	Taal	# 3 BA	# 1 MA	Universiteit
INTERIEUR ARCHITECTUUR - Europa					
Duitsland	Kaiserslautern	Duits	2	2	University of Applied Sciences Kaiserslautern
Duitsland	Trier	Duits	2	2	University of Applied Sciences Trier
Estland	Tallin	Engels	2	2	Estonian Academic of Arts
Italië	Milaan	Engels (Italiaans)	0	2	Politecnico di Milano (campus Bovisa)
Italië	Chieti-Pescara	Italiaans (Engels)	2	2	D'Annunzio University of Chiete-Pescara
Noorwegen	Oslo	Engels	2	0	Høyskolen Kristiania
Polen	Gliwice	Engels	?	?	Silesian University of Technology
Portugal	Porto	Engels (Portugees)	2	0	Escola Superior de Artes e Design de Matosinh
Portugal	Lissabon	Engels (Portugees)	?	?	Universidade de Lisboa
INTERIEUR ARCHITECTUUR - Buiten Europa					
Canada	Montréal	Frans (Engels)	0	2	Université de Montréal
China	Hong Kong	Engels	2	2	Hong Kong Design Institute (HKDI)
Ecuador	Cuenca	Spaans (Engels)	0	2	Universidad del Azuay
UK	Lincoln	Engels	2	2	University of Lincoln
Zuid-Afrika	Kaapstad	Engels	0	2	Cape Peninsula University of Technology
Zuid-Afrika	Johannesburg	Engels	0	2	University of Johannesburg

Note: for Oslo and Porto, bachelor students have priority. In case there are no bachelor students selected, master students are eligible.

ORGANISATION OF THE STUDY PROGRAMME

1) Eligibility

To qualify for a study exchange at bachelor level, students must have gained 120 credits of the regular bachelor programme in AR or IAR during the first exam period in the academic year prior to the exchange.

To qualify for a study exchange at master level, students must have gained a bachelor's degree (180 credits) in AR or IAR during the first exam period in the academic year prior to the exchange.

The initial selection and ranking for study exchanges in March will take account of the marks obtained in the bachelor's programme in general, and the results in design courses in particular. Final permission for the study stay abroad will be granted by the exam committee, in June.

2) Study programme at the host university during the first semester

The study programme of 30 ECTS credits at the host institution is determined in a Learning Agreement (LA) prior to departure in consultation with the AR or IAR internationalisation coordinators. Students should select a programme at the host institution that fits as closely as possible with the first semester curriculum at the home institution, and with their chosen specialisation (MA IAR) or chosen seminar (MA AR).

3) Study programme during the second semester

Returning AR and IAR students will follow the regular second semester programme of 30 ECTS credits. Students are supposed to have acquired all necessary starting competences of the courses at stake. Catching up with relevant missed course content at the home institution during the exchange period – if any – is the student's responsibility. To help students, access will be granted to course information upon request.

In case of individual study trajectories, please contact the study career coaches of AR or IAR.

SCHOLARSHIP POSSIBILITIES AND APPLICATIONS:

For study exchanges in Belgium or Europe (see point 1 and 2 here below), the application for an Erasmus scholarship follows automatically after applying for a study exchange period through the online student file. Deadline for applying for the study exchange in Belgium or Europe is 20/02/2023. Deadline for the related scholarship application is 30/04/2023

For study exchanges outside Europe, the scholarship application procedure implies submitting an extensive application file, including a motivation letter, TOR, financial plan, recommendation letter... Please contact els.hannes@uhasselt.be ASAP for further information, and preferably before 13/02/2023. Deadline for application for the study exchange outside Europe via the online student file is 20/02/2023. Deadline for the related scholarship application is 10/03/2023

Further information related to various scholarships can be found on this website of UHasselt: <https://www.uhasselt.be/nl/info-voor/studenten/naar-het-buitenland/studeren-in-het-buitenland#anch-a39-beurzen>

For all questions related to Erasmus administration before, during and after the exchange, see this website: <https://sites.google.com/uhasselt.be/erasmus>

2) INTERNSHIPS

ORGANISATION OF INTERNSHIPS ABROAD

AR students can go abroad for an internship as part of the 'International Internship' course component (6 ECTS credits for an internship of at least four weeks). The internship has to take place before the start of the second master's year. The internship can take place with or without the support of an internship scholarship (e.g. Priority Country Programme, Generieke Beurs or Erasmus+). Another option is to take a research internship in the framework of the Master's thesis (Erasmus+ training, min. 2 months).

IAR students can go on an international project internship in their master's year, as part of the 'Project internship' course component (6 ECTS credits), with or without the support of a scholarship.

Further information regarding scholarships:

<https://www.uhasselt.be/nl/info-voor/studenten/naar-het-buitenland/studeren-in-het-buitenland#anch-a39-beurzen>

For all questions related to Erasmus administration before, during and after the internship:

<https://sites.google.com/uhasselt.be/erasmus>

POSSIBLE DESTINATIONS IN 2023-2024 and applications

For more information, contact Mrs Els Hannes (AR) or Mrs Katelijn Quartier (IAR) as soon as possible. See Blackboard: course "INFO Architectuur en kunst", folder "Inhoud", subfolder "Internationalisering" > "Internationale stage".

The ultimate deadline to apply for an international internship (traineeship) is **20/02/2023**. Apply online in your student file.

3) SUMMER SCHOOLS

ORGANISATION OF SUMMER SCHOOLS ABROAD

IAR students can attend a summer school as part of the course component 'Projectondersteunende bijdrage' in 1 Master Interior Architecture (3 ECTS credits'). For more information, contact Mrs. Katelijn Quartier (IAR) as soon as possible.

4) ADDITIONAL INFORMATION

If you have further questions, you and your parents are always welcome to contact:

Hasselt University International Office:

- Laurien Stuyvers – Institutional Coordinator Student Exchanges
(Rectoraatgebouw 2.03 – 011/26.90.09 – laurien.stuyvers@uhasselt.be)
- Erika Vandersmissen – Exchange Administration
(Student administration – 011/26.81.69 – erika.vandersmissen@uhasselt.be)

Faculty of Architecture and Arts:

- Interior architecture: Katelijn Quartier
(011/29.21.82 – katelijn.quartier@uhasselt.be)
- Architecture: Els Hannes
(011/29.21.20 – els.hannes@uhasselt.be)

5) SELECTION AND RANKING FOR EXCHANGE STUDY STAYS AND INTERNATIONAL INTERNSHIPS

Step 1: Make up your mind! (Part one)

The architecture and interior architecture programme offer various exchange possibilities. Find out about them, for instance during the faculty info evenings 'Erasmus enzo...', or by getting in touch with incoming exchange students, students abroad or former exchange students.

Step 2: Make up your mind! (Part two)

Take part in various Erasmus information sessions offered by ARK faculty or by the international office of Hasselt University during the first semester. Check out the information on the website <https://www.uhasselt.be/nl/info-voor/studenten/naar-het-buitenland/studeren-in-het-buitenland> and on Blackboard (Community INFO Architectuur & Kunst / Inhoud / Internationalisering). Contact students who have been abroad.

Step 3: First application

Your application for a foreign study period / traineeship must be submitted by **20/02/2023** (for all destinations) the latest, online via the student file > "my student file" > "exchange portal" > "kandidaatstelling study" or "kandidaatstelling traineeship" (see also 'appendix 1' of this document).

A complete application consists of a completed application form indicating the desired destination(s) and a motivation letter as an attachment. If the demand for a particular location is higher than the available number of places, an order of priority is established on the basis of the selection interview (see below).

The motivation letter is a short text of 1 A4, preferably in English, French or German (depending on the destination) in which the student indicates the reason for the application and explains his/her choice of destination, from an academic point of view (most importantly) and from a personal point of view. The student also indicates whether he or she 'passed with distinction' in one of the design studio projects in the second or third bachelor's year, and what the title of that project was.

Step 4: Selection and ranking for scholarships in March (outside Europe) or April (Europe).

Each application is thoroughly screened by the programme international coordinators in order to assess whether the student has the necessary skills to take charge of his/her learning process while abroad and whether he or she can make a success of the stay abroad.

The minimum applicable criteria are:

- The student is **motivated** and **prepared**. Academic and personal motivation will be shown in the motivation letter, and questioned during the selection interview. Preparedness will be shown in the preparatory activities prior to the selection interview, and during the interview.
- The student must have the necessary **academic skills** to carry out the proposed activity. In particular, design course results already achieved will be taken into account.
- The student must have the necessary **personal skills** to carry out the proposed activity. This will be tested during the selection interview (see below) and further verified with the teaching team.
- The student must have a good level of proficiency in the **language of instruction** of the host country, or the language used. This will be tested during the selection interview (see below).

For internship applications, the international coordinator (AR or IAR) will decide if a further interview is necessary, depending on the type of internship (developmental goal or not) and the scholarship opportunities.

For applications for a study stay abroad, if your first application is considered to be of an acceptable standard, you will be invited for an interview with the international coordinator, the study career coach and a design studio coordinator from ARK faculty, before 10 March 2023. During this interview, you will be asked to answer questions related to:

- **DESTINATION:** Where do you want to go on a study exchange? Propose the destination(s)
- **MOTIVATION:** Why a study exchange, and why there? Focus on academic motivation
- **BENEFIT:** What are your expectations? What will you learn and what will you miss?
- **SUITABILITY:** Why are you a good candidate?

Questions will also be asked in the language of instruction of the host country or in English to test your proficiency.

On the basis of your results in your programme and on the basis of this interview, the selection committee then draws up a ranking for the destinations (and scholarships). The selection committee decides by consensus whether or not a student matches the exchange student profile and sets out its findings in a confidential report that is submitted to the central International Office. The faculty selection committee takes the following points into account in the required profile of the student:

- Motivation
 - the student has the motivation for an exchange and sees this as a growth opportunity
 - the student is open to other cultures, ideas, values and lifestyles
 - the student has a clear academic motivation to study abroad
- Academic performance
 - past academic performance of the student is convincing in general
 - past performance in the design studio is convincing
 - the student has an education pathway that offers sufficient guarantees (in terms of content and academic level) for a successful exchange
 - the student has the confidence of the teachers' team
- Language proficiency
 - the student can express him/herself in a fluent way in English and/or the language of instruction
 - the student is willing and able to learn the local language before the start of the exchange
- Preparation
 - the student is well informed about the exchange opportunities, procedures and specific characteristics of the exchange at the chosen location. The student took part in infoessions, has been in touch with experienced Erasmus students and has checked the available information online (blackboard, websites...)
 - the is student is informed and willing to be flexible in terms of organisational and substantive conditions to integrate exchange programmes into the degree programme, the student is willing to catch up missed course content independently, if necessary
 - the is informed and willing to be flexible in terms of organisational and substantive

conditions, in view of the strict administrative obligations imposed on us by the government with regard to scholarship administration

- Personality
 - o the student has good social skills: clear and accurate communication, willingness to learn foreign language(s), good at integrating, team working skills
 - o the student has stable physical and mental health
 - o the student keeps to agreements and is cooperative
 - o the student is self-reliant and can respond flexibly to new situations
 - o the student is a potential ambassador of Hasselt University

Scholarships are awarded by the central international office per faculty and not by programme. A faculty ranking is drawn up. This ranking takes place in the period before 10/03/2023.

Step 5: Announcement of ranking.

By **10/03/2023**, ARK faculty conveys its advice to Hasselt University International Office. This ranking is also made known to the students. Selected students have ten days to confirm their participation.

Step 6: Registration at a partner institution for a study stay. Internship administration for an international internship.

Study stay: Hasselt University registers the selected students (provisionally) with the partner institution.

Internship: Students take care of the internship administration (internship contract, programme and workplace risk assessment) and the scholarship administration (if applicable). This will be coordinated by the faculty international coordinator.

Step 7: Passing your exams at the first attempt, in June!

The examination board decides after the first exam period in June whether or not a student has permission to go on a study exchange in the following academic year. If its opinion is negative, the student cannot start the exchange study stay. Students who have put their names forward, but ultimately cannot go, are removed from the list.

Step 8 and beyond: Contact the partner institution, select your programme components (in line with the Learning Agreement requirements and after conferring with the faculty international coordinator), look for a room... and thoroughly enjoy the most amazing semester of your entire academic career!

Please note that upon return, the marks obtained at your host institution, as noted in the Transcript of Records (TOR) will be converted to UHasselt marks, according to the conversion table ("omzettingstabel") shown in Appendix 3.

Appendix 1: Application form > complete online: see "my student file" => "exchange portal" => "kandidaatstelling study" / "kandidaatstelling traineeship"

Architecture / Interior architecture - Erasmus application 2023-2024

1. Select the programme for which you will be registered in 2023-2024, during your exchange. For students finishing their second bachelor year in 2022-2023, this is "Bachelor". For students finishing their third and final bachelor year in 2022-2023, this is "Master".
2. Choose the host institutions (including the first semester as the period of stay*) for which you wish to apply in the order of your preference. Start your selection with the host institution to which you give the highest priority.
Important: if you are interested in a study stay at a non-European destination, you can only select one (1) non-European option due to the scholarship application process, and this option should be given the highest priority. In addition to your non-European choice, you can choose and rank some European destinations. The process of application for the non-European destination and the European destination will run in parallel until the announcement of results of the scholarship application for the non-European destination. For instance, you apply for Hong Kong (first choice) and for Milan (second choice). Initially, you can be selected for both destinations. If the scholarship for Hong Kong is granted, you can go to Hong Kong and we will cancel the selection for Milan. If it is not granted, we will try our best to secure a spot in Milan and a scholarship.
3. Add a motivation letter (about 1 page A4, font size 11, in English, French or German, depending on the language of instruction at the host institution). In the letter, you should state the following:
 - Whether or not you are following a model course pathway ("model-contract student");
 - Whether you have achieved high scores in (one of) your individual projects in the design studio (not a group assignment). Please state the assignment title and the score obtained.
4. Confirm your application. After you have confirmed, no further changes are possible. If you wish to continue working on your application at another time before 20/02/2023, just close the page (everything is saved automatically).

* Architecture and interior architecture students should always indicate first semester here. This is your only opportunity to go on study exchange.

Appendix 2: Selection criteria

Student's name:

<i>Criterion</i>	<i>+/-</i>	<i>Comment</i>
1. Motivation		
2. Academic Performance		
3. Language proficiency		
4. Preparation		
5. Personality		

