

# ARTEVELDE BUSINESS SCHOOL

info sheet 2025 - 2026



## PROGRAMME

Artevelde Business School offers semester programmes for dedicated students who want to develop a depth of knowledge about the different facets of business and combine this with a practical understanding of business in an international context. Students will explore different business implementations, gain practical skills and cultivate ideas in an intercultural environment.

We excel in experience-based learning, a practical education with case studies, lab-style teaching and coaching, real-life assignments, teamwork, presentations, debates, ...

All students need to take up 18 to 33 ECTS  
(1 ECTS = 25-30 hours of workload, all included)

Have a look at the programmes [here](#).

## Ghent and ARTEVELDE UAS

Ghent is the second-largest student city in Belgium. Artevelde UAS has several campuses spread over Ghent. Artevelde Business School students will have classes on Campus Stropkaai and Campus Kantienberg.

## LANGUAGE REQUIREMENTS

All classes are taught in English and students need to have a minimum English proficiency level of TOEFL 79, CEFR B2 or IELTS 6.5. [Here](#) is more info on accepted language certificates.

Proof must be uploaded as part of the online application.

## CONTACT INFO

*Artevelde Business School - Office at Campus Kantienberg*

ABS Programme coordinator:  
Heidi Vervaecke - [heidi.vervaecke@arteveldehs.be](mailto:heidi.vervaecke@arteveldehs.be)

Administrative support:  
Daan Braet - [daan.braet@arteveldehs.be](mailto:daan.braet@arteveldehs.be)

International coordinator Business and Management  
Griet Naeyaert - [griet.naeyaert@arteveldehs.be](mailto:griet.naeyaert@arteveldehs.be)

## CENTRAL OFFICES OF ARTEVELDE UAS

Info on visa and bank account: [incoming@arteveldehs.be](mailto:incoming@arteveldehs.be)

## ERASMUS CODE

B-GENT39



## NOMINATION & APPLICATION

### NOMINATION – by coordinators

Deadlines

Autumn: May 1, 2025

Spring: October 15, 2025

Coordinators will receive nomination email at the end of January for Autumn and at the start of September for Spring.

### APPLICATION –by nominated students

Deadlines

Autumn: May 8, 2025

Spring: November 1, 2025

Students will receive all detailed information after acceptance of nomination.

### COURSE SELECTION

Once the nomination is accepted, students will receive a link to indicate their top choices of packages. After these choices are approved, they can proceed to submit their learning agreement.

### EVALUATIONS

Evaluations and exams are always held on campus. The timing of evaluations varies per programme. Students who fail one or more exams can participate in the second exam period from August 17 to August 29, 2026.

### GRADING SYSTEM & TRANSCRIPT OF RECORDS

After publication of grades, students can download their transcript of records from the digital student platform.

Our grading system is as follows:

LOCAL GRADE	DEFINITION
16 - 20	Excellent
14 - 15	Very good
12 - 13	Good
10 - 11	Sufficient
1 - 9	Fail
0	Pro forma
NDO	Not participated

## ACADEMIC CALENDAR & WELCOME DAYS

We warmly welcome all students during our Welcome Days in the week before classes start. The programme includes a mix of introductory and informational sessions, as well as social and cultural activities. Participation is mandatory.

### AUTUMN SEMESTER

Welcome Days	16 - 19 Sep 25
Start semester	22 Sep 25
Autumn holidays	27 - 31 Oct 25
Christmas holidays	22 Dec 25 - 4 Jan 26
End of semester	30 Jan 26

### SPRING SEMESTER

Welcome Days	6 - 7 Feb 26
Start semester	9 Feb 26
Easter holidays	6 - 19 Apr 26
End of semester	26 Jun 26

## HOUSING

Students can apply for housing provided by Artevelde UAS or look for accommodation on the private market. For more information, [click here](#).

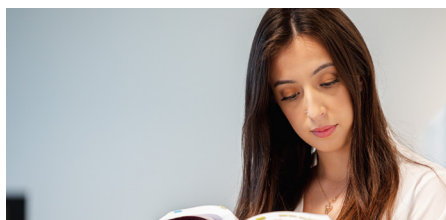
## STUDENT GUIDE

More pre-arrival and arrival information: [click here](#).

## INSURANCE

Exchange students must have health insurance and civil liability insurance. Artevelde UAS automatically insures officially registered (exchange) students for accidents occurring during educational activities.

Additionally, Artevelde UAS can assist in finding insurance for the duration of your stay in Ghent. For assistance, contact: [verzekeringen@arteveldehs.be](mailto:verzekeringen@arteveldehs.be)



## PROOF OF SUFFICIENT MEANS OF SUBSISTENCE

If you are a non-EEA student<sup>1</sup>, you will need to demonstrate that you have the required means to cover your healthcare, living expenses, study costs, and potential repatriation expenses. There are two ways to do this:

### ► Option 1: Transfer to a Blocked Account

You transfer the required means of subsistence for the entire academic period to the blocked account of Artevelde University of Applied Sciences.

- **Amount:** For one semester in the 2025-2026 academic year (5 months), the total is **€4,500**.
- **Reimbursement:** This amount will be reimbursed to your Belgian bank account in monthly instalments of **€900**, with a double instalment paid in September.

### ► Option 2: Sponsorship

You have a sponsor who can demonstrate sufficient resources to take financial responsibility for you for one semester (5 months).

- This requires completing **Annex 32** (a document provided by the Belgian Embassy).
- The sponsor must have the document signed and stamped at the Belgian Embassy. A scanned copy of the completed form must then be sent to us by email.

### Recommendation:

We strongly recommend choosing **Option 1**, as it facilitates a smoother and faster student visa application process at the Belgian Embassy. After payment, we will issue you a **Certificate of Sufficient Means of Subsistence**, which is required for your visa application.

### Deadlines for Payment of Processing Costs + Means of Subsistence:

- **30 June 2025** for Autumn 2025
- **1 December 2025** for Spring 2026

Meeting these deadlines ensures sufficient time for your visa application. Check [our website](#) for more info.

<sup>1</sup>EEA countries: Austria, Belgium, Bulgaria, Croatia, Republic of Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden and Switzerland.