

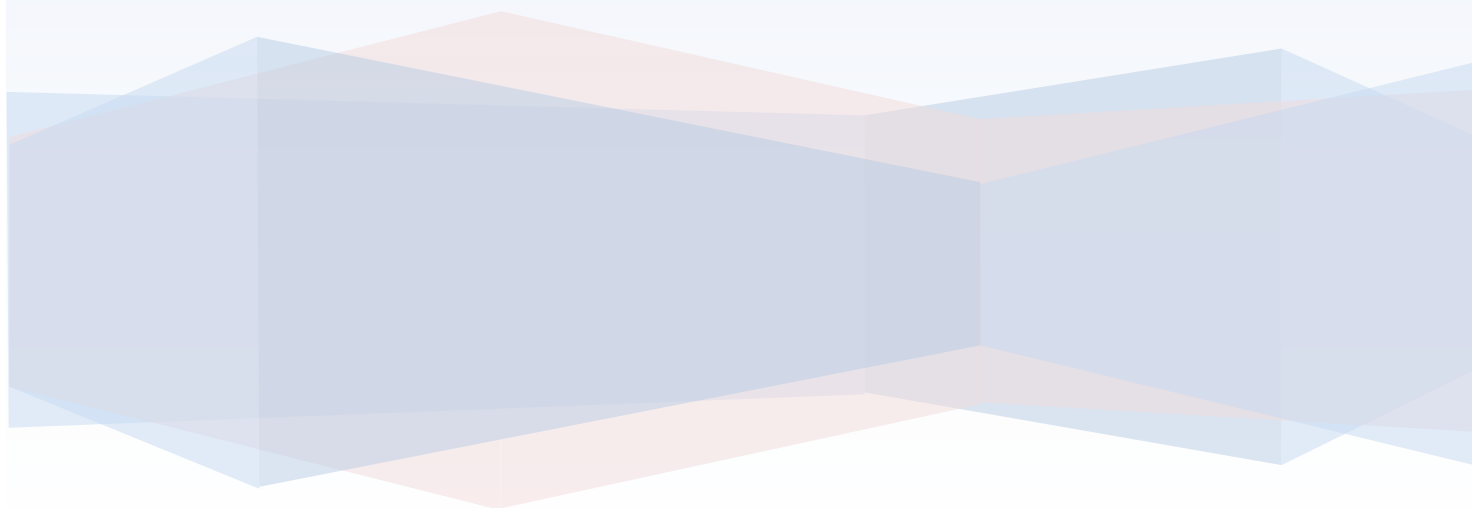
# STUDENT EXCHANGE PROGRAMMES ICHEC- BRUXELLES

ICHEC Brussels

Student Exchange Programmes/ International Office

365a rue au Bois

1150 Bruxelles - BELGIUM



## THE INTERNATIONAL OFFICE (BEI)

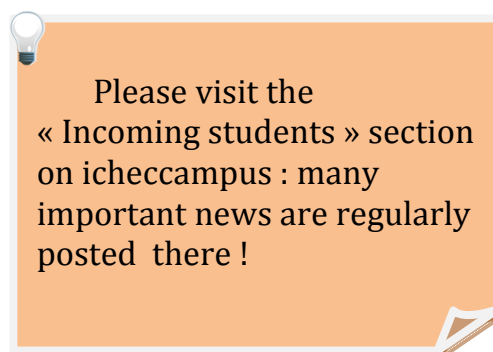
The International Office is in charge of incoming exchange students :



You will find all the information regarding international exchanges on our website **icheccampus**  
« International » – « 1235 - Incoming students ».  
Follow this link :

International on  
**icheccampus**

<http://www.icheccampus.ichec.be/claroline/course/index.php?cid=1235>



## INTERNATIONAL EXCHANGE

### 1. BEFORE/UPON ARRIVAL

#### **Admission and registration**



Once you have been selected by your university to spend one or two semesters at ICHEC, you can start with the formalities : first **ask your coordinator to send us a list of selected students**, then go to our website [www.icheccampus.ichec.be](http://www.icheccampus.ichec.be) - International / Incoming students.

You will find there all the necessary information, and the forms to complete. These forms may be downloaded, printed, completed and sent or faxed to us, or directly completed and sent by email.



Foreign students wishing to spend one or two semesters at ICHEC must send a form called « Formulaire d'inscription » to the International Office before the following dates :

- **1st of June** for the 1st semester (September to January) or the whole academic year
- **15 November** for the 2<sup>nd</sup> semester (January to June)

#### **Formalities**

CITIZENS FROM THE EUROPEAN UNION, NORWAY, ICELAND, SWITZERLAND, LICHTENSTEIN and MONACO :

The right to reside in Belgium is granted to you at four conditions :

- you must register with the townhall (“administration communale”) of your place of residence in Belgium;
- you must show the identity documents that enabled you to enter Belgium (ID or passport);
- you must prove that you have the financial means to support yourself during your stay;
- you must be regularly registered to a health insurance organization in your home country.

You will then receive a “Certificat d'inscription au registre des étrangers” valid for the duration of your stay.

## CITIZENS FROM OTHER COUNTRIES :

### PRIOR to DEPARTURE

**Please check whether you need a visa !** We strongly advise you to inform at the Belgian Embassy/Consulate in your home country in order to know which processes are applicable to you. Processing of visas may take a long time in some countries : start this formality well in advance.

Do not to enter Belgium with a tourist visa because it will be impossible to obtain an extension of your visa once in the country and you will be forced to leave after three months.

In order to obtain the “autorisation de séjour provisoire” or ASP, you must provide the embassy with :

- a certificate (« **letter of acceptance** ») delivered by ICHEC proving that you will be enrolled as an exchange student- **if you need a letter of acceptance please ask the International Office ;**
- a proof that you can support yourself financially ;
- a medical certificate proving that you do not suffer from any disease hazardous to public health ;
- if you are over 21 years of age, a certificate showing that you have never been convicted of a crime or misdemeanour.

### UPON ARRIVAL

The right to reside in Belgium is granted to you at four conditions :

- you must register with the townhall (“administration communale”) of your place of residence in Belgium;
- you must show the identity documents that enabled you to enter Belgium (ID or passport) **together with the “Autorisation de séjour provisoire” that you have obtained at your local Belgian embassy ;**
- you must prove that you have the financial means to support yourself during your stay;
- you must be regularly registered to a health insurance organization in your home country.

You will then receive a residence permit called “Certificat d’inscription au registre des étrangers” valid for the duration of your stay.



## Acceptance letter

A letter of acceptance will be provided to all students who need it. Please inform the International Office if this is your case.

No additional fee will be asked to exchange students (they pay only for books and course materials). An exception : « **free mover** » students will have to pay 600 EUR for one semester at ICHEC.

## Accommodation

ICHEC has no on-site student residence. Most students rent rooms (called "kots") to private landlords around the school - usually furnished rooms in student houses accommodating 6-10 people, or in shared flats (3-4 students). Each student has his/her own bedroom, but kitchen and bathroom may be shared.



The International Office offers assistance to foreign students in their search for accommodation :

1. ICHEC students leaving for an exchange semester are often interested in renting their own room while they are abroad : we can then arrange for a « **room exchange** ». Check the room exchange announcements on our website [www.icheccampus.ichec.be](http://www.icheccampus.ichec.be) - International/ Incoming students or contact the International Office for further info.

2. You check the internet for accommodation by yourself : [www.immoweb.be](http://www.immoweb.be) is a specialized website - check the « APPARTAGER / EASY ROOMMATE » section to find a room in a shared flat.

Other websites : [www.bnb-brussels.be](http://www.bnb-brussels.be), [www.xpats.com](http://www.xpats.com) , [www.kitkot.be](http://www.kitkot.be), [www.vlan.be](http://www.vlan.be), [www.lviimmo.com/residences](http://www.lviimmo.com/residences) and [www.traineesinbrussels.be](http://www.traineesinbrussels.be)

3. **For non-European students only** : If you really need ICHEC to book a room for you, we will ask for a deposit of 300 EUR + a 50 EUR fee on ICHEC bank account :

210-0908070-08 « ICHEC-Haute Ecole » IBAN BE63 2100 90 80 70 08 BICC GEBA BE BB .

The Accommodation form should be sent before June 1st for the first semester and November 15 for the second semester.

Please note that we cannot guarantee a particular type of housing, and that applications received after the deadline will not be processed.

## Some prices...

A student room usually costs between 300 and 380 EUR a month.

A flat or apartment costs between 400 and 620 EUR a month.

If you look for a rented flat :

*Flats meublés* : Apart'hotel Citadines Bruxelles Sainte-Catherine  
Quai au Bois à Brûler 51



1000 Bruxelles

Tél : +32 2 221 14 11

41€/nuit pour 1 flat 1 ou 2 personnes

62€/nuit pour 1 appartement 1 à 4 personnes

*Logement et petit déjeuner chez des particuliers :* Bed and Brussels ASBL

Tél : +32 2 646 07 37

Fax : +32 2 644 01 14

« 3 chambres, 3 couleurs »

Avenue Prince Baudouin 75A

1150 Bruxelles

Tél +32 2 762 01 31

*Auberge de jeunesse (maximum 6 nuits) :*

- Auberge Breugel (rue du St Esprit 2, 1000 Bruxelles) +32 2 511.04.36 . Entre 15 et 25€/nuit.
- Jacques Brel (Zavelputstraat 30, 1000 Bruxelles) + 32 2 218 01 87
- Sleep Well Youth Hostel (Rue du Damier 23, 1000 Bruxelles) + 32 2 218 50 50



Estimated cost of living for a student in Brussels :

Accommodation : between 300 and 450 EUR

Food : 400 EUR

Books, learning material : 35 EUR

Public transports : 30 EUR

Total around 850 EUR a month

Social and cultural activities : will depend on your way of life

## Health insurance

Please be sure to be in possession of all needed documents (valid passport, passport sized photographs...) before leaving your country : ask your university for specific regulations.



Health and other insurances : if you are a student from the Schengen countries you must be in possession of form E111 or E128. Otherwise you will have to subscribe to a health insurance policy.

## Academic calendar

Here is the academic calendar for 2013/2014 in short. Foreign students enrolled at ICHEC for one semester are requested to stay in Belgium until the end of the semester (end of January - end of June).



**Fall semester: 1<sup>st</sup> ICHEC semester**

|                         |                                                                                                          |
|-------------------------|----------------------------------------------------------------------------------------------------------|
| <b>June 1st</b>         | Application deadline for the 1st semester                                                                |
| September 9 - 13        | Intensive French course for foreign exchange students                                                    |
| September 16            | Start academic year<br>10 am : Information session for exchange students and meeting with ICHEC students |
| October 4               | Last day to submit individual adapted programmes for the 1st semester                                    |
| December 20             | End classes                                                                                              |
| December 21 - January 3 | ICHEC closed (Christmas)                                                                                 |
| January 6 - 19          | Semester exams                                                                                           |

**Spring Semester: 2<sup>nd</sup> ICHEC semester**

|                         |                                                                                                            |
|-------------------------|------------------------------------------------------------------------------------------------------------|
| <b>November 15</b>      | Application deadline for 2 <sup>nd</sup> semester                                                          |
| January 20-24           | Intensive French course for foreign exchange students                                                      |
| January 27              | Start second semester<br>10 am : Information session for exchange students and meeting with ICHEC students |
| February 14             | Last day to submit individual adapted programmes for the 2nd semester                                      |
| May 22 - June 24        | Semester exams                                                                                             |
| August 18 - September 4 | Resits                                                                                                     |

The complete academic calendar can be found in the "Student guide" available for each semester.

## Arrival at Brussels Airport

- The airport is around 16 miles away from the city centre.

See the link : [http://www.brusselsairport.be/en/parking\\_transport/to-and-from/bus](http://www.brusselsairport.be/en/parking_transport/to-and-from/bus)

- **De Lijn** Bus company De Lijn operates express bus services to railway station Brussels North (line 471), NATO (line 471) and the Brussels metro station Roodebeek (line 659).



- **MIVB/STIB:** The Airport Line is a 30-minute express service between Brussels Airport and the European quarter, at a stone's throw from the uptown shops. From Monday to Friday 8 pm the Airport Line carries the number 12 and serves the major stops. On weekdays after 8 pm, on Saturday, Sunday and holidays the Airport Line carries the number 21 and serves all stops. Fares remain low: For 1 journey (purchased outside vehicle): € 3.00 For 1 journey (purchased inside vehicle) : € 5.00 10-journey ticket: € 21.00. Frequent travelers can buy a monthly season ticket at €48.00 or an annual season ticket for € 504.00 (valid on the entire MIVB/STIB network). All MIVB/STIB buses depart from platform C.

You can purchase a ticket before boarding the bus from the GO vending machine located on platform C. See the link:

<http://www.stib.irisnet.be/TimeTables/Site/311005/Fr/B/012/0122/1270F.htm>

- You can also catch a cab, but it will cost around 30 euros.

- You can go to “Bruxelles-Central” by train (there is a station at the airport). For the schedules visit: <http://www.b-rail.be/int/E/> type: from “Bruxelles-Nat-Aéroport” to “Bruxelles-Central” and your day of departure.

Trains run 4 times an hour and cost 3 or 4 euros. To find the station in the airport, you

will have to follow a sign with a circled blue B.



## 2. DURING YOUR STAY

### Course list



All ICHEC courses are available for foreign students. Their overall orientation being business, you should have followed courses in business in your university before coming to ICHEC. You can choose any course mentioned in the ICHEC programmes: just be aware that 1st year and evening courses take place on the Montgomery campus, whereas all others are taught on our Anjou campus.

You will be asked to send us your Study programme before arriving, but you will have the opportunity to make changes to that first course list.



Course descriptions can be found in the Course catalogue on [icheccampus](http://icheccampus)



Students are required to follow the instructions given by the professors at the beginning of each course, and to complete all obligations attached to each particular course unit in order to obtain the credits.

You will have to hand over your **individual programme** to Elodie Decostre - so that you can be enlisted for the corresponding examinations. If your choice has to be validated by your home university, do not forget to submit it to your home coordinator.

### Our campuses :

#### ICHEC has two campuses:



Montgomery Campus (only BAC1 courses and evening classes)  
2 Boulevard Brand Whitlock  
1150 Bruxelles



Anjou Campus (all other courses)  
365a rue au Bois  
1150 Bruxelles

## Examinations



There are **3 examination periods**: January, May/June and August/September.

Exams can be written and/or oral. Local grades are on 20 points (see grading scale below).

Professors will check student cards and ID during the exams: please carry them with you.

The exchange students have to take their examinations during the examination session, not before, and not after. The only exception: students who must be back in their home university before the end of the semester. This has to be explicitly stated by their coordinator.

Before examinations start, foreign students are asked to submit their individual examination programme before

- **15 October** for the 1st semester

- **15 February** for the 2<sup>nd</sup> semester.

**ECTS transcripts of records** will be sent to the students' home address and a copy to their university, mentioning the courses followed, the corresponding ECTS credits, the local grades (20 points) and the ECTS grades.

| ECTS grade | Local grade / 20 points | best/ next | Description                                                      |
|------------|-------------------------|------------|------------------------------------------------------------------|
| A          | 17 and more             | 11%        | Excellent performance with only minor errors.                    |
| B          | 15 - 16                 | 24%        | Above the average standard, but with some errors.                |
| C          | 13 - 14                 | 30%        | Generally sound work, with a number of notable errors.           |
| D          | 11 - 12                 | 25%        | Fair but with significant shortcomings.                          |
| E          | 10                      | 10%        | Performance meets the minimum criteria.                          |
| FX         | 7, 8, 9                 |            | Fail. Some more work required before the credits can be awarded. |
| F          | ≤ 6/20                  |            | Fail. Considerable further work required.                        |



## Language courses

ICHEC is a French-speaking business school. Most courses are taught in French. It is possible to follow a complete programme in English- see list of courses in English below- but it is advised to learn a minimum of French during the stay.

An **intensive week of French** courses is available to foreign students at the beginning of each semester - registration forms for these courses on [www.icheccampus.ichec.be](http://www.icheccampus.ichec.be) - Incoming students. The course costs 100 EUR for the whole week.

Moreover, ***French classes at beginner, intermediate or advanced level*** are available (2 hours a week) during the whole academic year - and many language schools exist in Brussels - more info in the International Office.

***Foreign language courses*** (Dutch, English, German, Spanish, Italian, Chinese, and Japanese) are also open to exchange students. If you wish to follow language courses, your level will be tested by the teacher.

## **Buddy Programme**

A Buddy Programme is organized at ICHEC. Each exchange student will be assigned a "buddy", or mentor, who will help him integrate ICHEC's academic and cultural world. So, the buddy is a kind of coach who will help you in your daily life at ICHEC and in Brussels. From your first steps (finding accommodation, understanding your course schedules...) until the last ones (helping you to register to the exams, with formalities regarding accommodation ...).

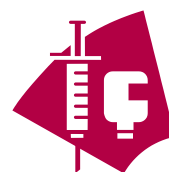


## **Health and medical facilities**

Do not neglect that you are **required** to have health and assistance insurance covering medical expenses for the full semester. Among others, the SIP (Students insurance program) is an assistance especially created for students going on an exchange program.

There are many doctors and pharmacies in the ICHEC area. In case of an emergency, the nearest hospital is :

Cliniques Universitaires Saint Luc  
Av. Hippocrate 10  
1200 Bruxelles  
Tel. : 02/764.11.11  
(Station de métro ALMA)



Beware : Some medications are only dispensed with a doctor's prescription. Some over-the-counter medicine available in your country might require a doctor's prescription here. If you regularly take medication, bring a three-month supply with you or check before you leave to see if the medication will be available without prescription. To find a pharmacy during nights and weekends: [www.pharmacie.be](http://www.pharmacie.be)  
Please note that smoking is not allowed in public areas (including university buildings).

## **Other practical informatioun**

### **Sport**

Sport City is at 250 meters from Anjou campus and hosts a swimming pool; tennis and squash courts, athletics facilities etc. : <http://www.sportcity-woluwe.be/>

### **Public transports**

*STIB public transports* (the Brussels metro, tram and busses net) operate from 6 am to midnight - for more info see [www.stib.be](http://www.stib.be). It is possible to pay for individual fares or to get a season ticket.

*SNCB trains*: There are many different fares like weekend fares, Go-Pass etc. Check out [www.sncb.be](http://www.sncb.be) or infoline 02/555.25.25

*Taxis* are rather expensive in Brussels- see for instance Taxis verts 02/349.49.49

### **Bank accounts and cards**

For getting cash at ATM machines (“distributeurs Bancontact-Mistercash”) in Belgium it is sufficient to have a Maestro Card (Maestro is an international debit card sponsored by MasterCard – consult your bank for more information) or a credit card. Make sure that your card is valid during your entire stay.

You can open a bank account in any bank in Brussels, which will enable you to pay with a bankcard and to get cash in any ATM. Moreover you will be able to pay for small amounts (newspapers, sandwiches, photocopies...) with the « Proton » chip, an electronic purse on your bankcard.

For more information on the different banks:

[www.ing.be](http://www.ing.be); [www.fortisbank.be](http://www.fortisbank.be); [www.dexiabank.be](http://www.dexiabank.be); [www.kbc.be](http://www.kbc.be)

All major credit cards - Mastercard, Visa, American Express...- are accepted in most shops and restaurants.

### **Telephone**

The main fixed line operator is *Belgacom*.

The 3 main mobile phone operators (*Proximus*, *Mobistar* and *Base*) offer various payment possibilities : subscription or rechargeable cards. For more information check out the website: <http://www.prepaidgsm.net/en/belgium.html>.

The cell phone network in Belgium and in Europe is GSM and operates on two different frequencies. Check with your local operator to see if this network is available to you. If it is, you can use your cell phone in Europe. You can buy prepaid mobile phone cards (“cartes GSM”) at most retail outlets, post offices and newspaper shops.

All phone numbers in the Brussels area start with 02.

For international calls out of Belgium dial 00 / your country's prefix / the city prefix / your correspondent's number.

For international calls to Belgium dial + 32 (which is the country prefix) / the city prefix without the leading 0 (for Brussels it would be just 2) / and the correspondent number.

## Important phone numbers :

|                                                   |                                                                        |
|---------------------------------------------------|------------------------------------------------------------------------|
| Ambulance/Fire Department                         | 100                                                                    |
| Police                                            | 101                                                                    |
| On Call Doctors ("Médecins de garde")             | 02/479.18.18                                                           |
| On Call Dentists ("Dentistes de garde")           | 02/426.10.26                                                           |
| In Case of poisoning ("Centre Anti-poison")       | 070/245.245                                                            |
| Youth protection ("SOS Jeunes")                   | 02/512.90.20                                                           |
| Belgacom Info Line                                | 1307 to find out numbers in Belgium<br>1304 to find out numbers abroad |
| Card Stop (in case of lost or stolen credit card) | 070/344.344                                                            |
| Taxis                                             | 02/347.47.47                                                           |

### *Safety*

Belgium is considered a safe country. However note these applicable rules when travelling in Belgium or around Europe :

- Avoid walking alone at night.
- If you decide to travel alone, you should inform others of your destination
- Make copies of important documents (passport, health insurance, airplane tickets...) in case of theft or loss of your wallet/bag.
- In your housing and at the university, read building evacuation information in case of fire and comply with evacuation exercises run yearly.

### *Electricity*

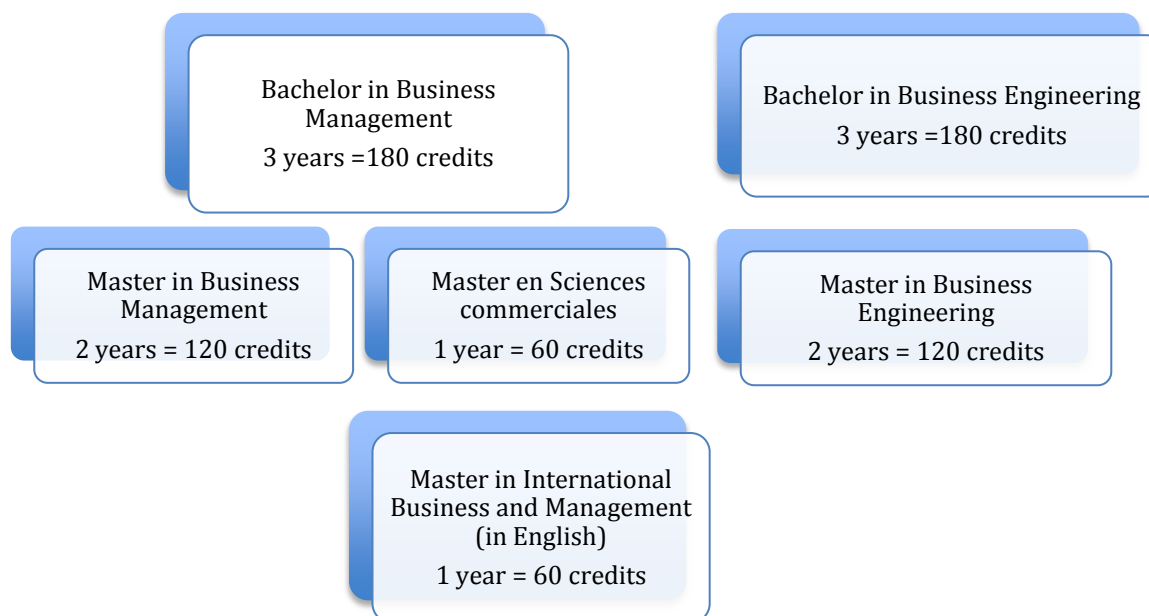
Throughout Europe, the electric current is 220 volts. If you bring appliances, check that they are dual voltage. The power pack for laptop computers should read input 110-240 volts. If your appliances are not dual voltages, you will need to bring a transformer (which can also be found in most Belgian appliance stores).

### *Restaurants, stores and culture*

Check out <http://www.brusselslife.be/> and <http://www.bitc.be> for a multitude of information about nightlife, shopping, restaurants, and cultural activities going on in Brussels.

In restaurants and bars you do not have to tip the waiter; the gratuity is already included. You can of course leave an additional tip if you wish to. As for stores, tax is already included.

## ICHEC CURRICULUM



Exchanges usually happen in Year 3 (Bachelor) and 5 (Master), but all ICHEC courses are open to foreign students.

Course descriptions can be found on [icheccampus/ International/Incoming students/ Document/ Course catalogue 2013/2014](#).

# COURSE CATALOGUE

Courses in **grey** are taught in English.

HD = « Horaire décalé » (courses in the evening or on Saturday mornings).

Y (Year) means that the course starts in the 1st semester and continues in the 2<sup>nd</sup> semester = available **only** for students staying for the whole academic year.

Q1 = 1st semester (fall semester)/ Q2 = 2nd semester (spring semester)

Course codes            11 = BAC1        21 = MASTER 1  
                                  12 = BAC2        22 = MASTER 2  
                                  13 = BAC3

## 1. Economie et droit/Economics and Law

| Course unit code | Course unit title                                              | Semester | ECTS credits | Hours |
|------------------|----------------------------------------------------------------|----------|--------------|-------|
| 11DR010          | Fondements du droit public et privé                            | Y        | 7            | 90    |
| 11DR011          | Fondements du droit public et privé HD                         | Q1       | 7            | 90    |
| 11DR020          | Fondements du droit et droit civil                             | Q1       | 4            | 45    |
| 11EC010          | Histoire économique                                            | Y        | 6            | 60    |
| 11EC011          | Histoire économique HD                                         | Y        | 6            | 60    |
| 11EC021          | Economie politique (Wattier)                                   | Q1       | 4            | 45    |
| 11EC022          | Economie politique (Thiry)                                     | Q1       | 4            | 45    |
| 11EC023          | Economie politique HD                                          | Q2       | 4            | 45    |
| 12DR010          | Droit commercial et droit des sociétés                         | Q2       | 3            | 30    |
| 12DR020          | Droit commercial et droit des sociétés HD                      | Q2       | 3            | 30    |
| 12EC011          | Micro-économie                                                 | Q1       | 4            | 45    |
| 12EC013          | Micro-économie HD                                              | Q2       | 4            | 45    |
| 12EC021          | Macro-économie                                                 | Q1       | 4            | 45    |
| 12EC022          | Macro-économie et séminaire                                    | Y        | 6            | 60    |
| 12EC023          | Macro-économie et séminaire HD                                 | Y        | 6            | 60    |
| 12XP020          | Séminaire de méthodologie en économie                          | Y        | 2            | 30    |
| 13DR010          | Droit fiscal                                                   | Q1/Q2    | 2            | 30    |
| 13DR011          | Droit fiscal HD                                                | Q2       | 3            | 30    |
| 13DR030          | Droit des affaires                                             | Q1       | 2            | 45    |
| 13DR031          | Droit des affaires HD                                          | Q1       | 2            | 45    |
| 13DR040          | Droit public économique                                        | Q2       | 2            | 45    |
| 13EC010          | Economie industrielle                                          | Q2       | 3            | 30    |
| 13EC011          | Economie industrielle HD                                       | Q2       | 3            | 30    |
| 13EC020          | Fundamentals of international Economics                        | Q2       | 3            | 30    |
| 13EC021          | Eléments d'économie internationale HD                          | Q2       | 3            | 30    |
| 13RM010          | Remédiation en comptabilité                                    | Q1       | 4            | 45    |
| 13RM020          | Remédiation en économie                                        | Q1       | 4            | 45    |
| 21DR010          | Droit du travail HD                                            | Q2       | 3            | 30    |
| 21EC010          | Advanced international Economics and Corporate Business Cycles | Q2       | 4            | 60    |
| 21EC021          | Economie internationale et conjoncture HD                      | Q2       | 5            | 60    |
| 21EC040          | Corporate Business Cycles                                      | Q2       | 2            | 30    |
| 21IDM10          | Droit commercial international et résolution des conflits      | Q1       | 5            | 60    |
| 21IDM11          | Droit commercial international HD                              | Q1       | 5            | 60    |
| 21IDM20          | International commercial Law and dispute resolution            | Q1       | 5            | 60    |
| 21LG040          | Corporate Business Cycles : case studies                       | Q2       | 3            | 30    |
| 22DR010          | Droit du travail                                               | Q1       | 3            | 30    |
| 22EC010          | Public Economics                                               | Q1       | 3            | 30    |

## 2. Finance et Comptabilité/Finance and Accounting

| Course unit code | Course unit title                                            | Semester | ECTS credits | Hours |
|------------------|--------------------------------------------------------------|----------|--------------|-------|
| 11GE020          | Comptabilité générale et TP                                  | Y        | 6            | 60    |
| 11GE021          | Comptabilité générale et TP HD                               | Y        | 6            | 60    |
| 12GE110          | Comptabilité des sociétés                                    | Q1       | 4            | 45    |
| 12GE120          | Comptabilité des sociétés HD                                 | Q2       | 4            | 45    |
| 12GE310          | Introduction à la finance                                    | Q1       | 3            | 30    |
| 12GE311          | Introduction à la finance                                    | Q2       | 3            | 30    |
| 12GE320          | Introduction à la finance HD                                 | Q1       | 3            | 30    |
| 13GE010          | Comptabilité analytique                                      | Q2       | 3            | 30    |
| 13GE011          | Comptabilité analytique HD                                   | Q1       | 3            | 30    |
| 13GE020          | Analyse des états financiers                                 | Q1/Q2    | 4            | 45    |
| 13GE021          | Analyse des états financiers HD                              | Q2       | 4            | 45    |
| 13GE040          | Gestion financière                                           | Q2       | 4            | 45    |
| 13GE041          | Gestion financière HD                                        | Q2       | 4            | 45    |
| 13GE035          | Financial Management                                         | Q1       | 4            | 45    |
| 13RM010          | Remédiation en comptabilité                                  | Y        | 2            | 30    |
| 13RM011          | Remédiation en comptabilité HD                               | Q1       | 2            | 30    |
| 21FC010          | Finance d'entreprise et fiscalité                            | Q1       | 5            | 60    |
| 21FFM10          | Gestion de portefeuille                                      | Q1       | 5            | 60    |
| 21FFM20          | Economie et marchés financiers                               | Q2       | 5            | 50    |
| 21FFM30          | Contrôle interne                                             | Q2       | 5            | 60    |
| 21FFM40          | Actions et titres à revenus fixes                            | Q2       | 5            | 60    |
| 21FFM41          | Marchés et risques financiers HD                             | Q1       | 5            | 60    |
| 21FFM50          | Gestion des risques et institutions financières              | Q2       | 5            | 60    |
| 21FFM60          | Missions du réviseur et valorisation des entreprises         | Q2       | 5            | 60    |
| 21FFM70          | Produits financiers dérivés                                  | Q2       | 5            | 60    |
| 21FFS10          | Gestion et transmission de patrimoine mobilier et immobilier | Q2       | 5            | 60    |
| 21FFS20          | Environnement juridique de l'audit                           | Q2       | 5            | 60    |
| 21GE047          | Corporate Finance                                            | Q2       | 3            | 30    |
| 21GE046          | Finance d'entreprise                                         | Q1       | 3            | 30    |
| 21GE047          | Finance d'entreprise HD                                      | Q1       | 3            | 30    |
| 21GE056          | International Financial Reporting Standards                  | Q1       | 3            | 30    |
| 21GE057          | Normes IFRS HD                                               | Q2       | 3            | 30    |
| 21GE070          | Gestion de portefeuille                                      | Q2       | 5            | 60    |
| 21GE090          | Actions et titres à revenus fixes                            | Q1       | 5            | 60    |
| 21GE090          | Management Accounting Control                                | Q1       | 3            | 30    |
| 22MRE10          | Expertise comptable dans les sociétés non cotées et cotées   | Q1       | 5            | 60    |
| 22MRE20          | Pratique des groupes internationaux                          | Q1       | 5            | 60    |
| 22MRE30          | International Audit                                          | Q1       | 5            | 60    |

## 3. Marketing et Commerce international/Marketing and International Trade

| Course unit code | Course unit title                           | Semester | ECTS credits | Hours |
|------------------|---------------------------------------------|----------|--------------|-------|
| 12GE201          | Marketing I et TP                           | Q1       | 3            | 45    |
| 12GE202          | Marketing I                                 | Q1       | 2            | 30    |
| 12GE211          | Marketing I et TP HD                        | Q1       | 3            | 45    |
| 13GE051          | Marketing II : comportement du consommateur | Q1       | 2            | 30    |

|         |                                                                     |    |   |    |
|---------|---------------------------------------------------------------------|----|---|----|
| 13GE052 | Marketing II : comportement du consommateur et études de marchés    | Q1 | 3 | 45 |
| 13GE053 | Marketing II : comportement du consommateur et études de marchés HD | Q1 | 3 | 45 |
| 21GE058 | Marketing II – Consumer Behaviour                                   | Q2 | 2 | 30 |
| 21IC110 | Export-Import Strategy                                              | Q1 | 5 | 60 |
| 21IC111 | Export-Import Strategy HD                                           | Y  | 5 | 60 |
| 21IDM10 | Droit commercial international et résolution des conflits           | Q1 | 5 | 60 |
| 21IDM11 | Droit commercial international HD                                   | Q1 | 5 | 60 |
| 21IDM20 | International commercial Law and dispute resolution                 | Q1 | 5 | 60 |
| 21IDM25 | International Management and Negotiation                            | Q2 | 5 | 60 |
| 21IDM26 | Marketing International HD                                          | Q2 | 5 | 60 |
| 21IDM30 | Stratégie et plan marketing                                         | Q2 | 5 | 60 |
| 21IDM40 | International Finance and Fiscality                                 | Q2 | 5 | 60 |
| 21IDM50 | Communication                                                       | Q2 | 5 | 60 |
| 21IDM60 | International Trade and Innovation                                  | Q2 | 5 | 60 |
| 21IDM70 | Politique et stratégie de la vente et de la distribution            | Q2 | 5 | 50 |
| 21IEM25 | International Marketing                                             | Q1 | 5 | 50 |
| 22MMK10 | Analyse de données appliquées au marketing                          | Q1 | 5 | 60 |
| 22MMK20 | Gestion client                                                      | Q1 | 5 | 60 |
| 22MMK30 | Performance marketing                                               | Q1 | 5 | 60 |

#### 4. Méthodes quantitatives et IT/Quantitative methods and IT

| Course unit code | Course unit title                                       | Semester | ECTS credits | Hours |
|------------------|---------------------------------------------------------|----------|--------------|-------|
| 11IF010          | Informatique de gestion                                 | Q2       | 3            | 30    |
| 11IF013          | Informatique de gestion HD                              | Q2       | 3            | 30    |
| 11MQ010          | Mathématique I ( <i>gésent</i> )                        | Y        | 6            | 90    |
| 11MQ011          | Mathématique I HD                                       | Y        | 6            | 90    |
| 11MQ030          | Mathématique et TP ( <i>ingéco</i> )                    | Y        | 8            | 90    |
| 11MQ040          | Probabilités et statistique I ( <i>ingéco</i> )         | Q2       | 3            | 30    |
| 12IF010          | Modélisation et programmation                           | Q1       | 2            | 30    |
| 12IF020          | Modélisation et programmation HD                        | Q2       | 2            | 30    |
| 12MQ010          | Analyse I                                               | Y        | 7            | 90    |
| 12MQ020          | Probabilités et Statistique II                          | Y        | 4            | 60    |
| 12MQ031          | Mathématique II ( <i>gésent</i> )                       | Q1       | 5            | 60    |
| 12MQ032          | Mathématique II HD                                      | Y        | 5            | 60    |
| 12MQ041          | Statistique I                                           | Y        | 5            | 60    |
| 12MQ045          | Statistique I HD                                        | Q1       | 5            | 60    |
| 13IF010          | Ingénierie des applications de bases de données         | Q1       | 5            | 60    |
| 13IF021          | Bases de données                                        | Q1       | 4            | 45    |
| 13IF022          | Bases de données HD                                     | Q1       | 4            | 45    |
| 13MQ010          | Analyse II                                              | Q1       | 3            | 30    |
| 13MQ020          | Statistique multivariée et introduction à l'économétrie | Q2       | 3            | 30    |
| 13MQ030          | Recherche opérationnelle ( <i>ingéco</i> )              | Q2       | 5            | 60    |
| 13MQ031          | Introduction à la recherche opérationnelle              | Q2       | 4            | 45    |
| 13MQ042          | Introduction à la recherche opérationnelle HD           | Q2       | 4            | 45    |
| 13MQ051          | Statistique II et introduction à l'économétrie          | Y        | 5            | 60    |
| 13MQ052          | Statistique II et introduction à l'économétrie HD       | Q1       | 5            | 60    |
| 21GE055          | Gestion de projets : principes et applications          | Q1       | 2            | 30    |

|         |                                                  |    |   |    |
|---------|--------------------------------------------------|----|---|----|
| 21IF010 | eBusiness : stratégie marketing et développement | Q2 | 5 | 60 |
| 21IF011 | Stratégie E business HD                          | Q1 | 3 | 30 |
| 21IF012 | Stratégie E business                             | Q1 | 3 | 30 |
| 21IF013 | Séminaire E business                             | Q2 | 3 | 30 |
| 21IF020 | E business Strategy                              | Q1 | 3 | 30 |
| 21IF021 | E business seminar HD                            | Q2 | 3 | 30 |
| 21IF023 | E business seminar                               | Q2 | 3 | 30 |
| 21MQ010 | MQ1 : Simulation et décision dans l'incertain    | Q1 | 4 | 50 |
| 21MQ020 | MQ2 : Applications des méthodes quantitatives    | Q2 | 5 | 50 |
| 22IF010 | Télématique, internet, eBusiness                 | Q1 | 3 | 30 |
| 22MQ010 | Analyse et traitement de données économiques     | Q1 | 3 | 30 |

#### 5. Sciences sociales et RSE/Social Sciences and CSR

| Course unit code | Course unit title                            | Semester | ECTS credits | Hours |
|------------------|----------------------------------------------|----------|--------------|-------|
| 11SH010          | Economie et société                          | Q2       | 4            | 30    |
| 11SH011          | Economie et société HD                       | Q2       | 4            | 30    |
| 11SH021          | Psychologie                                  | Q1       | 3            | 30    |
| 11SH023          | Psychologie HD                               | Q1       | 3            | 30    |
| 12SH010          | Sociologie                                   | Q2       | 3            | 30    |
| 12SH020          | Sociologie HD                                | Q1       | 3            | 30    |
| 13SH011          | Epistémologie                                | Q1       | 2            | 30    |
| 13SH013          | Epistémologie HD                             | Q1       | 2            | 30    |
| 13SH021          | Analyse des organisations                    | Q2       | 3            | 30    |
| 13SH022          | Analyse des organisations HD                 | Q2       | 3            | 30    |
| 21SH010          | Ethique et RSE                               | Q1       | 3            | 30    |
| 21SH011          | Ethique et RSE HD                            | Q1       | 3            | 30    |
| 21SH015          | CSR and Ethics                               | Q1       | 3            | 30    |
| 22SH020          | Ethique et RSE (Séminaire RSE et management) | Q2       | 3            | 30    |

#### 6. Stratégie et Management/Strategy and Management

| Course unit code | Course unit title                                  | Semester | ECTS credits | Hours |
|------------------|----------------------------------------------------|----------|--------------|-------|
| 11GE041          | Management                                         | Y        | 3            | 30    |
| 11GE042          | Management ( <i>ingéco</i> )                       | Q2       | 2            | 30    |
| 11GE043          | Management HD                                      | Q1       | 3            | 30    |
| 21GE010          | Gestion des ressources humaines                    | Q2       | 5            | 60    |
| 21GE030          | Corporate Strategy                                 | Y        | 5            | 60    |
| 21GE031          | Management stratégique HD                          | Q2       | 5            | 60    |
| 21GE035          | Human Resources Management                         | Q1       | 3            | 30    |
| 21GE036          | Fondements de la GRH                               | Q1       | 3            | 30    |
| 21LG010          | Human Resources Management (seminar in Dutch)      | Q1       | 2            | 30    |
| 21LG011          | Séminaire néerlandais HD                           | Q2       | 2            | 30    |
| 21LG020          | Human Resources Management (seminar in English)    | Q2       | 2            | 30    |
| 21LG021          | Human Resources Management (seminar in English) HD | Q2       | 2            | 30    |
| 21LG030          | Human Resources Management (seminar in Spanish)    | Q2       | 2            | 30    |

## 7. Langues/Languages

| Course unit code | Course unit title                                | Semester | ECTS credits | Hours |
|------------------|--------------------------------------------------|----------|--------------|-------|
| 11LG010          | Allemand débutant                                | Y        | 6            | 90    |
| 11LG015          | Allemand débutant                                | Y        | 6            | 90    |
| 11LG016          | Allemand débutant (2 <sup>ème</sup> langue) HD   | Y        | 6            | 90    |
| 11LG020          | Anglais                                          | Y        | 6            | 90    |
| 11LG021          | Anglais HD                                       | Y        | 6            | 90    |
| 11LG031          | Néerlandais                                      | Y        | 6            | 90    |
| 11LG033          | Néerlandais HD                                   | Y        | 6            | 90    |
| 12LG102          | Allemand 3 <sup>ème</sup> langue                 | Y        | 4            | 60    |
| 12LG103          | Séminaire langues                                | Y        | 4            | 60    |
| 12LG110          | Allemand 2 <sup>ème</sup> langue                 | Y        | 4            | 60    |
| 12LG201          | Anglais                                          | Y        | 4            | 60    |
| 12LG202          | Anglais HD                                       | Y        | 4            | 60    |
| 12LG301          | Néerlandais                                      | Y        | 4            | 60    |
| 12LG302          | Néerlandais HD                                   | Y        | 4            | 60    |
| 12LG304          | Allemand 2 <sup>ème</sup> langue HD              | Y        | 4            | 60    |
| 12LG400          | Espagnol                                         | Y        | 4            | 60    |
| 12LG500          | Italien                                          | Y        | 4            | 60    |
| 12LG600          | Japonais                                         | Y        | 4            | 60    |
| 12LG700          | Chinois                                          | Y        | 4            | 60    |
| 13FLE010         | Français pour non-francophones niv débutants A1  | Q1/Q2    | 5            | 30    |
| 13FLE011         | Français pour non-francophones niv débutants A2  | Q1/Q2    | 5            | 30    |
| 13FLE016         | Intensive Week of French                         | Q1/Q2    | 3            | 30    |
| 13FLE020         | Français pour non-francophones niv intermédiaire | Q1/Q2    | 5            | 30    |
| 13FLE021         | Français pour non-francophones niv avancé        | Q2       | 5            | 30    |
| 13LG101          | Allemand 2 <sup>ème</sup> langue                 | Y        | 4            | 60    |
| 13LG103          | Allemand 3 <sup>ème</sup> langue                 | Y        | 4            | 60    |
| 13LG201          | Anglais                                          | Y        | 4            | 60    |
| 13LG202          | Anglais HD                                       | Y        | 4            | 60    |
| 13LG301          | Néerlandais                                      | Y        | 4            | 60    |
| 13LG302          | Néerlandais HD                                   | Y        | 4            | 60    |
| 13LG104          | Séminaire langues HD                             | Y        | 4            | 60    |
| 13LG307          | Allemand 2 <sup>ème</sup> langue HD              | Y        | 4            | 60    |
| 13LG400          | Espagnol                                         | Y        | 4            | 60    |
| 13LG500          | Italien                                          | Y        | 4            | 60    |
| 13LG600          | Japonais                                         | Y        | 4            | 60    |
| 13LG701          | Chinois                                          | Y        | 4            | 60    |

## 8. Sciences appliquées/Applied Sciences

| Course unit code | Course unit title        | Semester | ECTS credits | Hours |
|------------------|--------------------------|----------|--------------|-------|
| 11ST010          | Chimie I                 | Q1       | 4            | 40    |
| 11ST020          | Physique I               | Y        | 5            | 60    |
| 12ST010          | Chimie II                | Y        | 5            | 55    |
| 13ST010          | Electricité              | Q2       | 3            | 40    |
| 13ST020          | Physique II              | Q2       | 3            | 30    |
| 21GE060          | Gestion de la production | Q2       | 5            | 60    |
| 21GE080          | Environnement et énergie | Q2       | 5            | 60    |
| 21ST010          | Electronique             | Q1       | 5            | 60    |
| 21ST020          | Procédés et matériaux    | Q1       | 5            | 60    |

|         |                             |    |   |    |
|---------|-----------------------------|----|---|----|
| 21ST030 | Energétique                 | Q1 | 5 | 60 |
| 21ST040 | Pétrochimie et chimie verte | Q2 | 5 | 60 |

## 9. Mineures/Minors

### *European Perspectives*

| Course unit code | Course unit title                 | Semester | ECTS credits | Hours |
|------------------|-----------------------------------|----------|--------------|-------|
| 22MEP10          | European Economics                | Q1       | 5            | 60    |
| 22MEP20          | European History and Institutions | Q1       | 5            | 60    |
| 22MEP30          | European Management               | Q1       | 5            | 60    |

### *Entrepreneuriat et PME*

| Course unit code | Course unit title                  | Semester | ECTS credits | Hours |
|------------------|------------------------------------|----------|--------------|-------|
| 22MPM10          | Création d'entreprise              | Q1       | 5            | 60    |
| 22MPM20          | Croissance et entreprise familiale | Q1       | 5            | 60    |
| 22MPM30          | PME management                     | Q1       | 5            | 60    |

### *Management interculturel/ Intercultural management*

| Course unit code | Course unit title                                      | Semester | ECTS credits | Hours |
|------------------|--------------------------------------------------------|----------|--------------|-------|
| 22MIN20          | Intercultural Marketing, Negotiation and Communication | Q1       | 5            | 50    |
| 31IT010          | Intercultural Topics Q1                                | Q1       | 5            | 30    |
| 31IT020          | Intercultural Topics Q2                                | Q2       | 5            | 30    |

### *Développement et gestion Nord-Sud*

| Course unit code | Course unit title                     | Semester | ECTS credits | Hours |
|------------------|---------------------------------------|----------|--------------|-------|
| 22MPD10          | Gestion de projets Nord-Sud           | Q1       | 5            | 60    |
| 22MPD20          | Développement des sociétés et gestion | Q1       | 5            | 60    |
| 22MPD30          | Economie du développement             | Q1       | 5            | 60    |

### *Fiscalité*

| Course unit code | Course unit title                                   | Semester | ECTS credits | Hours |
|------------------|-----------------------------------------------------|----------|--------------|-------|
| 22MFS10          | Fiscalité des entreprises                           | Q1       | 5            | 60    |
| 22MFS20          | Impôt sur le revenu des personnes physiques         | Q1       | 5            | 60    |
| 22MFS30          | Principles of international Taxation of Enterprises | Q1       | 5            | 60    |

### *Gestion durable*

| Course unit code | Course unit title                              | Semester | ECTS credits | Hours |
|------------------|------------------------------------------------|----------|--------------|-------|
| 22MGD10          | Développement d'une stratégie RSE              | Q1       | 5            | 60    |
| 22MGD20          | Aspects environnementaux de la gestion durable | Q1       | 5            | 60    |
| 22MGD30          | Aspects sociaux de la gestion durable          | Q1       | 5            | 60    |

## ACADEMIC YEAR 2013-2014- COURSES available in ENGLISH

### 1st SEMESTER September to December - Exam in January

| Title                                                  | Level   | ECTS credits |
|--------------------------------------------------------|---------|--------------|
| Corporate Strategy                                     | MAS     | 5            |
| CSR and Ethics                                         | MAS     | 3            |
| E business : Strategy                                  | MAS     | 3            |
| European Economics                                     | MAS     | 5            |
| European History and Institutions                      | MAS     | 5            |
| European Management                                    | MAS     | 5            |
| Export-Import Strategy                                 | MAS     | 5            |
| Financial Management                                   | BAC     | 3            |
| Human Resources Management                             | MAS     | 3            |
| Intercultural Marketing, Negotiation and Communication | MAS     | 5            |
| Intercultural Topics                                   | BAC/MAS | 5            |
| International commercial Law and Dispute Resolution    | MAS     | 5            |
| International Financial Reporting Standards IFRS       | MAS     | 3            |
| International Marketing                                | MAS     | 5            |
| Management Accounting Control                          | MAS     | 3            |
| Principles of international Taxation of Enterprises    | MAS     | 5            |
| Public Economics                                       | MAS     | 3            |

### 2<sup>nd</sup> SEMESTER January to May - Exam in June

| Title                                                          | Level   | ECTS credits |
|----------------------------------------------------------------|---------|--------------|
| Advanced international Economics and corporate Business Cycles | MAS     | 4            |
| Corporate Business Cycles + case studies                       | MAS     | 5            |
| Corporate Finance                                              | MAS     | 3            |
| E business : Seminar                                           | MAS     | 3            |
| Fundamentals of international Economics                        | BAC     | 3            |
| Human Resources Management : Seminar                           | MAS     | 2            |
| Intercultural Topics                                           | BAC/MAS | 5            |
| International Finance and Fiscality                            | MAS     | 5            |
| International Management and Negotiation                       | MAS     | 5            |
| International Trade and Innovation                             | MAS     | 5            |
| Marketing II – Consumer Behaviour                              | BAC     | 2            |

### French language

| Title                                        | Level   | ECTS credits |
|----------------------------------------------|---------|--------------|
| Intensive Week of French                     | BAC/MAS | 3            |
| Weekly French course (beginner)              | BAC/MAS | 5            |
| Weekly French course (intermediate/advanced) | BAC/MAS | 5            |

**+ other language courses during the whole year** (German, English, Spanish, Italian, Chinese, and Japanese).