



Vesalius College Brussels

In affiliation with  VUB

BA Course Catalogue 2022-2023

www.brussels-school.be

Vesalius College is a member of the Brussels School of Governance alliance.

BOARD AND ACCREDITATION

Vesalius College is a non-profit institution (VZW) under Belgian law.

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Accreditation

Vesalius College is registered with the Flemish government of Belgium as an institution of higher education. The Vesalius College Bachelor's degrees are fully equivalent to a recognised Bachelor's degrees issued from a Flemish University. Vesalius College is a participant in the Bologna Process, the reform effort designed to standardise higher education throughout Europe. In accordance with the Bologna declaration, Vesalius College offers three-year European Bachelor's degrees and calculates coursework in ECTS (European Credit Transfer System) credits. In addition to the 3-year Bachelor programmes, the College offers two Master's programmes: one in Diplomacy and Global Governance and Global Peace, Security and Strategic Studies. As of 2021, Vesalius College and the Institute for European Studies have formed an alliance: the Brussels School of Governance.

All of these programmes are accredited by the Dutch-Flemish Accreditation Organisation (NVAO, Nederlands-Vlaamse Accreditatie Organisatie) and are recognised by the Flemish government, and, on the principle of mutual recognition, by other European governments that participate in the Bologna process for the reform of university education. The NVAO was established by international treaty between the Flemish and the Dutch governments with the aim of ensuring the quality of higher education in both the Netherlands and Flanders.

More information on the accreditation of Vesalius College can be accessed through the official government website for higher education in Flanders: www.highereducation.be.



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Vesalius College

BA Course Catalogue
2022-2023

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MESSAGE FROM THE VICE-DEAN FOR EDUCATION

Dear Students,

On behalf of the faculty and administration, I would like to welcome you to Vesalius College, one of the two entities forming the Brussels School of Governance. By attending Vesalius College, you have chosen to join a diverse, highly international, immensely passionate and caring community of students, academics and supporting staff.

In many ways, your undergraduate education will form one of the most important experiences of your lives, one that lays the foundation for future success in your post-graduate schooling and professional career. It is our mission at Vesalius College to support you in finding, fostering and realising your passions, potential and ambitions in and outside classrooms.

Vesalius College's unique approach to education is guided by the College's learning and teaching philosophy of what we call 'STEP': Student-centred, Theory-guided, Educational excellence that is Practice-embedded. In addition to an emphasis on linking theory with real-life challenges, linking students to senior practitioners and highly interactive and innovative teaching formats, our programmes are aimed at providing the intellectual space for you to not only become an expert in your chosen subject, but also to develop crucial critical thinking skills, an appreciation of global ethical challenges and an interdisciplinary mind-set of life-long learning and continuous innovation. The academic programmes at Vesalius College are designed to challenge you intellectually and personally and require dedication, self-discipline and an open mind. While they will be challenging, they will also be rewarding, helping you to acquire the skills, knowledge and attitudes that will enable you to adapt and flourish in an increasingly challenging and changing world.

While the academic curriculum will be challenging, the College also recognises the importance of a balanced and healthy lifestyle, so we encourage you to complement your studies with formative extracurricular activities. Brussels, 'the Capital of Europe', offers a tremendous variety of cultural and social activities. You will quickly discover the city to be vibrant and cosmopolitan with a friendly charm and something for every taste.

In addition, Brussels has much to offer as you prepare for graduate school or the beginning of your career. Home to the world's largest press corps, the European Union, NATO and hundreds of nongovernmental organisations and multinational corporations, the city offers you many opportunities for internships as well as exchanges with government officials, policy-makers, legal and communication experts as well as business leaders and entrepreneurs. We hope that you will take full advantage of these opportunities and of the interdisciplinary variety of extra workshops, evening lectures and practice-oriented events.

We look forward to getting to know you and to explore, reflect and learn with you within a vibrant and international learning community. Welcome to the Vesalius community!

Sven Van Kerckhoven Ph.D
Vice-Dean for Education, Vesalius College

INTRODUCTION

The Brussels School of Governance

The Brussels School of Governance (BSoG) carries out interdisciplinary research, organises fully accredited higher education programmes and delivers a broad range of academic services in various policy-relevant fields, including energy & environment, security & diplomacy, migration & diversity, and digitalisation & democracy. The School is an alliance between the Institute for European Studies (Vrije Universiteit Brussel), which has a long-standing reputation in postgraduate education & research, and Vesalius College, which has a solid undergraduate & graduate education offering.

By means of this alliance, one of the largest EU and global governance knowledge hubs in Europe is formed. In aggregate, the BSoG has an international staff of more than 200 people. From its location in Brussels, its stakeholders benefit from a unique proximity to several national and international policy communities. Its in-house expertise is further strengthened by a close collaboration with an international network of partners, such as UNU-CRIS, the University of Warwick, and the EUtopia European university network.

Vesalius College is home to a thriving international community and was established in 1987. It offers students a truly unique educational experience, focusing on Bachelor and Master programmes. The College's teaching methods are characterised by small, interactive classes, flexibility in course selection and continuous assessment. With a student body of approximately 300 and a low student-to-professor ratio, the faculty is accessible and able to take a personal interest in the success of students to help them achieve their potential.

The Institute for European Studies is a Jean Monnet Centre of Excellence at the Vrije Universiteit Brussel (VUB) and provides research, education and academic services focused on the EU in an international setting. The disciplines applied include law, social/political sciences, economics and communication sciences. The IES has a strong research focus and has built up a long-standing PhD track record. It also organises several postgraduate programmes.

Vesalius College

Vesalius College was established in 1987 by Boston University and the Vrije Universiteit Brussel (VUB) as the first US-style Liberal Arts College in the BeNeLux region to provide a new form of university education in Belgium. Its founders were inspired by the liberal arts Colleges in the United States that place emphasis on innovative and student-centred teaching as well as on a close relationship between students and professors. Classes are small and intensive, limited to 35 students, so that instead of merely reproducing knowledge passively in big lecture halls, students are encouraged to participate more actively in critical analysis, peer-to-peer reflection and experiential learning. A strong emphasis is placed on developing students' intensive writing, logical reasoning and oral presentation skills, allowing students to enhance crucial skills that will serve them well in their graduate and working lives.

Professors assess students' performance not just through one examination at the end of the course, but continuously on the basis of shorter examinations and written and oral coursework during the entire course. Crucial in this form of 'continuous assessment and learning' is that students receive regular formative feedback with a view to constantly improve and develop through a variety of learning tools.

Vesalius College has followed this model of education for over thirty years, forming outstanding graduates who have been admitted to leading universities and graduate programmes in the United States, U.K., Europe and other countries and who have been employed by leading international companies and institutions.

The College offers three-year academic degree programmes in Global Business and Entrepreneurship, Communication and Public Relations, International Affairs, and International and European Law, all of which lead to a Bachelor's degree. These programmes are accredited by the Dutch-Flemish Accreditation Organisation (NVAO) and are recognised by the Flemish government, and, on the principle of mutual recognition, by other European governments that participate in the Bologna process for the reform of university education.

Although Vesalius College is legally independent from the VUB, the two institutions maintain a very close relation. Vesalius College, though its student numbers are not large, has the great advantage of being able to draw on the academic facilities and student services of a large research university. The College also maintains close ties with other neighbouring institutions, such as the Royal Military Academy as well as prestigious partner universities abroad. In 2021, the College, together with the Institute for European Studies, founded the Brussels School of Governance, increasing its capacity to deliver outstanding education and policy-relevant research focused on the biggest global and European challenges.

Instruction at Vesalius College is entirely in English (with the exception of language courses). Most of its students are native English speakers or have done their secondary education in English, but some students from other backgrounds have accepted the challenge of a rigorous education entirely in English. Vesalius College professors themselves have been educated at leading universities. For all students, native speakers or not, the programmes of the College ensure that all students make significant improvements in their skills in written and oral expression.

As befits an institution in Brussels, the capital of Belgium (and of Europe) and a centre for diplomacy, global policy-making, international business as well as communication companies and law firms, both the faculty and the students at Vesalius College come from a wide variety of nationalities. Class discussions are enriched by this cultural diversity, as is student life more generally.

As an English language institution partnered with a Dutch-language university in a mostly French-speaking city, the College provides a unique opportunity to acquire an intercultural perspective and tap into large networks of real-life processes and developments.

Brussels is one of the most exciting places to study. The presence of the European Union institutions, United Nations and NATO, as well as the headquarters of thousands of international organisations and seven hundred multinational corporations, is an invaluable resource for professors and students. They can observe close-up the changes taking place in Europe by class visits to these institutions, by hearing from guest speakers in classes, and by doing an internship in one of these organisations. Furthermore, the College is located in a vibrant student area, recently referred to by The Guardian as the 'second-coolest place in Europe'. This offers ample opportunity to relax and discuss your courses with your fellow students.

Andreas Vesalius – Innovative Teacher, Interdisciplinary Critical Thinker

Andreas Vesalius was one of the premier freethinkers of the Renaissance and an innovative scientist, combining revolutionary approaches to anatomy with outstanding skills from neighbouring fields. Most importantly, he questioned received wisdom and institutional dogma and instead expected from his students experimental and hands-on learning.

Born in Brussels in 1514, Vesalius is most well-known as a pioneer of modern medicine, as evidenced by his crowning achievement, the first treatise of scientific anatomy, *De Humani Corporis Fabrica Libri Septem*, published in 1543 and meticulously illustrated with 323 woodcuts. Yet, as a young student

he first studied arts in Belgium, then studied medicine at the University of Paris whilst working for the military as a surgeon.

His varied background serves as a reminder for the interdisciplinary and 'liberal arts' spirit of Vesalius College. In 1537, aged 23, Vesalius received his doctorate in medicine from the University of Padua, where he was immediately offered the Chair of Surgery and Anatomy. His teaching methods were at the time highly innovative: instead of relying on received wisdom of Galen (the leading authority at the time), Vesalius performed dissections during lectures and urged students to carry out dissections themselves and together in order to 'learn by doing': "I strive that in public dissection the students do as much as possible so that if even the least trained of them must dissect a cadaver before a group of spectators, he will be able to perform it accurately with his own hands; and by comparing their studies one with another they will properly understand, this part of medicine" (Andreas Vesalius – *In De Humani Corporis Fabrica Libri Septem*).

Vesalius' expectations towards his students and confidence in their ability to learn by being 'thrown in the deep end' continues to inspire the faculty at Vesalius College to the present day and is enshrined in the belief in peer-learning as well as the philosophy of TPEL ('Theory-guided, Practice-Embedded and Experiential Learning'). Other innovations included the use of large illustrations and charts during lectures, a novum at the time.

Throughout his career, he had struggled against received wisdom of classical physicians such as Galen and against the attempts of universities and the Church to suppress his findings and new approaches to research and teaching related to the functioning of the human body. However, Vesalius insisted that only a scientific method, critical reasoning, rigorous empirical testing and a constant strive for improvement are acceptable ways for science and knowledge to progress.

His insistence that he is "not accustomed to saying anything with certainty after only one or two observations" (Andreas Vesalius in *Epistola, Rationem, Modumque Propinandi Radicis Chynae Decocti*) remains an important cornerstone of the College's expectation towards its students about the duty of life-long learning and a critical, open-minded attitude.

The Catalogue

This catalogue is the basic document for students enrolled at Vesalius College, outlining the key procedures, rules and regulations of the educational offerings at the College.

Above all, the catalogue lays out the College's academic requirements, specifying exactly what students need to do to earn their Bachelor's degree. Students are bound by the requirements in the catalogue for the year in which they start their degree programme (unless they shift entirely to the requirements of a subsequent catalogue).

Each semester students need to choose the courses that they will take. The course descriptions in the catalogue give short statements of what courses are about. Students are welcome to also contact professors to learn more about the contents and organisation of individual courses. The list of courses offered in any semester and the hours at which they will be taught are made available to students during the preceding semester. The rules and regulations for signing up for courses at registration and for making subsequent changes in course selection are given in the catalogue. The catalogue also lays out rules concerning coursework and assessment.

Students will also find a guide to certain academic opportunities. Internships in business, government

or non-profit institutions are an opportunity to see the practical application of concepts encountered in courses and to obtain professional experience. Studying for a semester in another country exposes students to other ideas and other ways of doing things.

The catalogue also describes a variety of student services and gives key contacts within the faculty and administration. As such, the Catalogue presents the premier reference book during your studies.

ADMISSIONS

Vesalius College seeks students who are able to meet the challenges of our academic programme and are willing to participate fully in the intellectual and social life of the College in a spirit of openness and tolerance. Admission to the College is selective. We endeavour to accept only students whose records indicate that they possess the qualities needed to achieve academic success in the degree programme of their choice.

Applicants for admission must have graduated from a secondary school prior to beginning their studies at Vesalius College. Admission decisions take into account the candidate's secondary school performance, examination results and English language competence, as well as demonstrated personal qualities and character.

To apply, candidates must submit:

- A completed application form. This form should be completed online on Brussels School of Governance website (<https://www.brussels-school.be/>).
- Official academic credentials and transcripts (showing courses and grades) from all secondary schools and universities attended, including public examination results and official results of any national or regional examination (usually taken in the candidate's country of residence).
- Proof of identity in the form of a photocopy of either a passport or of a national identity card.
- Results of an English proficiency examination. These are required for students who have studied for less than three years in a secondary school or two years in a university with English as the language of instruction. The College accepts official scores from the following tests: the TOEFL (Test of English as Foreign Language), the Academic Module of the IELTS (International English Language Testing System), the C2 Proficiency (Cambridge English: Proficiency Certificate), the C1 Advanced (Cambridge English: Advanced Certificate) as well as the Duolingo English Test and ITACE. See the 'Standardised Tests' section for details.
- Official scores of the SAT test or the ACT test may be required. Candidates may consult our guidelines for diplomas and standardised tests on our website ("Entry requirements" section) for details. Candidates may also contact the Admissions Office to determine whether they must take one of these examinations or not.
- A non-refundable application fee of €50.

Applications Review Process

Places are limited so we encourage students to apply well in advance of their semester of choice. Students who require a visa to study in Belgium should submit their application by 31 May for Fall and 31 October for Spring. EU-citizens should submit their application by 30 June for Fall and 30 November for Spring. Applications are still permitted after these dates and up until the beginning of the semester, but early application is strongly encouraged. Admissions decisions are usually made within three weeks after receipt of the complete application. Once accepted at Vesalius College, international applicants should contact the Belgian embassy or consulate in their country immediately to get a complete list of requirements specific for that country.

Students in secondary school are encouraged to apply during their final year. Transfer students should apply well in advance (three months minimum) of the semester of choice and should submit all the documents required to process their application.

Applicants are asked to submit all available academic records at the time they submit their application for admission. Applicants must ensure that their names are recorded clearly on all documents. The

family name or surname given on the application form must then be used in all correspondence with the College and on all documents relating to the College.

Note: None of the application materials submitted to Vesalius College will be returned to the applicant. Candidates are advised to make copies for their own records prior to submission.

Official Credentials

Credentials should be sent directly from the authorising organisation or institution. Transcripts must be certified by the Registrar or Head Teacher of the educational institution issuing the documents. Transcripts must be sent to us directly from the institution by email to admissions_bsog@vub.be and/or must be sent in an official envelope of the institution that is sealed and then signed across the back flap by the sending official. Photocopies of original documents are not accepted as official transcripts.

Translation of Credentials

Vesalius College accepts credentials in **English, Dutch, French, and German**. For all other languages, official translations by a certified translator (whose signature is authenticated) are required and are accepted only when accompanied by the document in its original language.

Standardised Tests

English proficiency: the TOEFL (Test of English as Foreign Language), the Academic Module of the IELTS (International English Language Testing System), the C2 Proficiency (Cambridge English: Proficiency Certificate), the C1 Advanced (Cambridge English: Advanced Certificate) as well as the Duolingo English Test and ITACE.

- TOEFL: Applicants should register with the TOEFL testing agency. Please visit the website www.toefl.org for more information on test dates, prep, test centres, registration deadlines, fees, payment. Email: toefl@ets.org. Applicants must designate Vesalius College as a score recipient to receive scores electronically, using the College code 3574 (select "undergraduate school").
- IELTS (Academic Module): Applicants should register with the British Council. Further information (test dates, registration deadlines, fees, payment) can be found at www.britishcouncil.org. Applicants must send us a photocopy of their IELTS score report or must designate the Brussels School of Governance as a score recipient.
- Duolingo English Test: Applicants should register with Duolingo. Further information can be found at www.englishtest.duolingo.com. Applicants must designate Vesalius as a score recipient to retrieve scores electronically.
- ITACE: Applicants should register with ITACE. Further information can be found at www.itace.be.

For applicants who must take either the SAT or ACT test, here are the addresses and instructions for sending scores:

- SAT: Applicants should register with the testing agency. Visit the College Board SAT programme website www.sat.collegeboard.org to register online and for more information (e.g. US and international test dates, registration deadlines, fees, payment). Applicants must ask the testing agency to send score reports directly to Vesalius and/or must designate Vesalius as a score recipient to retrieve scores electronically, using the College code 3574.
- ACT: Applicants may register with the testing agency. For more information (test dates, registration

deadlines, fees, payment), please visit the websites www.act.org and www.actstudent.org. Applicants must designate Vesalius College as a score recipient to retrieve scores electronically, using the College code 3574.

Transfer Admission: Rules and Regulations

Candidates applying to Vesalius College, who have already completed part of an undergraduate degree elsewhere may apply for 'transfer credits' to count towards their degree requirements at Vesalius College. Students may be considered for transfer to Vesalius College if they have completed at least one semester and are in good academic standing at an accredited college or university and have not been dismissed from that institution. Transfer applicants must submit the same documents as those applying for general admission. Transfer applicants with at least one full-time semester of college credit and a minimum grade point average of 2.0 will be exempt from submitting SAT or ACT scores.

Vesalius College may award transfer credits for courses taken at the university level in other accredited institutions. The minimum grade requirement depends upon the school where the credit was earned. All transfer credits will be awarded at the discretion of the Admissions Committee. Once the transfer credits have been assessed, the file cannot be re-opened. In order to evaluate transfer credits, transfer students must submit the following in addition to the regular application:

- Fill out the transfer credit application form (obtainable online on the Brussels School of Governance website (<https://www.brussels-school.be/>)).
- Indicate on the transfer credit application form the equivalent Vesalius College course which the transferred course could replace.
- Provide the official transcript(s) of all courses taken at the previous university.
- Supply detailed descriptions of the courses taken, including the number of hours per course and copies of course descriptions from the college's catalogue.
- Supply the full course syllabus/course outline of the course taken at another university (a syllabus is a short document, to be distributed at the first class meeting, containing the following information: the aims and content of the course, the textbook(s) and other reading materials, the progress of the course week per week, the way in which it will be assessed, the dates at which written work is due and when the mid-term and final examinations will be held, and contact information and office hours for the instructor).

Conditions for Transfer

Transfer credits can only be granted if:

- The course credits obtained at another university were taken in courses that are similar in terms of content, scope and academic rigour compared to Vesalius College courses (this will be determined by members of Vesalius College's academic staff upon the request of the Admission Office);
- The overall course grade is not lower than an average 'C' grade;
- The course carrying the course credits to be transferred is in line with the curriculum structure of Vesalius College (i.e., fits within the categories of and available credits of the curriculum components of 'core courses', 'major requirements', 'major electives' or 'free electives').

Credit Transfer Fee

40 Euros (€) per ECTS credit transferred, payable with the first semester tuition fee invoice.

Visiting/Study Abroad Student Admission

Students who wish to spend one or two semesters at Vesalius College before returning to their home universities are welcome to enrol as study abroad students. The standard admissions procedures apply. Students applying from universities and colleges with which Vesalius College has formal agreements should contact the Vesalius College Study Abroad Office as requirements vary across programmes.

Visa Information

Students who are not EU citizens must obtain a student visa in order to live in Belgium and attend the College. The time it takes to obtain a student visa may vary from one to several months depending on a variety of factors including the student's age and country of origin. Vesalius recommends students apply for their student visas as soon as they are accepted into the programme. Vesalius will confirm students' acceptance via the issuance of an official acceptance letter, which is a necessary document for all student visa applications. It should be noted that student visas for studies in Belgium are only issued to applicants demonstrating proof that they are accepted as full-time students at a Belgian institution.

It is strongly recommended that students contact the Belgian consulate or embassy in their home country to get a complete list of requirements specific for that country. You can also find more information at the Belgian foreign affairs ministry: <https://diplomatie.belgium.be/en>

Orientation

An orientation programme for new degree-seeking students and study abroad students alike is organised each semester the week before classes begin. This programme is mandatory for all new students. During this week, staff and current students introduce newcomers to the workings of the College, both academic and social, and to life in Brussels. There are also several social events at which new students can get to know each other and can meet current students as well as faculty and staff.

For the seven-week summer term, an abbreviated orientation session is offered to students.

Contact

For more information, please consult our website (<https://www.brussels-school.be/>) or contact the Admissions Office at admissions_bsog@vub.be.

FINANCIAL INFORMATION

Tuition and Other Fees for Students

Full-time students: tuition and other fees, as shown below, are payable in full, every semester by the due date indicated in the concerning invoice(s).

| | | |
|---|-----------------------------|-------------------------------|
| Tuition fees per semester (24 to 30 ECTS) | Fall 2022: €6,500.00 | Spring 2023: €6,500.00 |
| <i>Other potential fees</i> | | |
| Late registration | €100.00 | |
| Delayed payment fee: (per delayed month for non-agreed delays) | €100.00 | |
| Transfer credit fee: (per ECTS credit transferred. For details see 'admission section') | €40.00 | |

The College reserves the right to adjust the tuition and fees for the academic year 2022/2023 if there is a significant rise in inflation.

Continuing students (not new students) who wish to take more than a full course load (30 ECTS credits) must petition the Student's Academic Standing Committee in advance and will be charged extra tuition fee of €1.300,00 per course in Fall 2022 and €1.300,00 in Spring 2023.

Tuition for Part-time Students

Part-time students (following courses for less than 24 ECTS credits) pay €1.625,00 per course in fall 2022 and €1.625,00 in spring 2023.

Other Fees

Application Fee: When students submit their application, they must include a non-refundable fee of €50,00. This fee is also applicable to Study Abroad students.

Deferred Payment Plan

The deferred payment plan allows students to pay for each semester's tuition in two instalments, rather than in a lump sum. The total amount is €6.550,00 for Fall 2022 and €6.550,00 for Spring 2023 (an administrative fee of €50,00 is included).

| Tuition in instalments | Joining in Fall 2022 (in €) | Joining in Spring 2023 (in €) |
|------------------------|-----------------------------|-------------------------------|
| 1) 60% of Tuition Fee | 3,900.00 | 3,900.00 |
| 2) 40% of Tuition Fee | 2,650.00 | 2,650.00 |
| Total | 6,550.00 | 6,550.00 |

Students who intend to pay this way have to tick the appropriate box on their registration form.

Deadlines for Payment of Tuition and Other Fees

| | | | |
|---------------------------------|--------------|-----------------------------------|-------------|
| Fall 2022 – Full Payment | | Spring 2023 – Full Payment | |
| Continuing students | 1 Aug 2022 | Continuing students | 2 Jan 2023 |
| New students | 31 Aug 2022 | New students | 1 Feb 2023 |
| Deferred Payment Plan | | Deferred Payment Plan | |
| First payment + applicable fees | | First payment + applicable fees | |
| New students | 31 Aug 2022 | New students | 1 Feb 2023 |
| Continuing students | 1 Aug 2022 | Continuing students | 2 Jan 2023 |
| Second payment | | Second payment | |
| New and continuing students | 30 Sept 2022 | New and continuing students | 28 Feb 2023 |

Deposit for Initial Tuition Fee Payment

An initial non-refundable deposit of €1.000,00 is required from each student upon acceptance to the College to confirm the place. This amount will then be deducted from the first tuition fee invoice. If this deposit is not paid by two weeks before the semester starts, the College will reallocate the place to another student.

Payment due dates and collection process

Fees for the current and last semester must be paid by the due date. A first reminder will be sent seven days after the due date. A second reminder will be sent 14 days after the due date of the invoice and the student will be put on financial audit. A third reminder will be sent before the mid-term exams in the respective semester. In the event of failure to pay after the third reminder, the outstanding invoice will be sent for collection and the student will not be allowed to participate in the final exams and the courses will be marked as incomplete. Students intending to graduate must pay all fees by week 10 of the first semester of their third year as no degree can be awarded without full payment. Any cost arising during the collection process will be entirely at the student's charge.

Refunds

Refunds will be made only to bank accounts. For any refunds to non-European bank accounts, the student is liable for all charges.

Independent study

Students who take an independent study to earn credits must hand in a course registration form and pay the appropriate fees.

Summer tuition

For each summer course taken, a fee of €1.300,00 applies. The deadline for payment is 1st June 2023. If a student registers for a summer course after this deadline, immediate payment must be made in

order to be duly registered.

Auditing a course

Students may want to attend a course without earning a grade, in which case they are said to audit the course. The same fees as for degree-seeking students apply for auditing courses.

Withdrawal

Notification must be received by the Head of Academic Administration in writing and only then is a student considered to have withdrawn. A credit note for part of the total tuition amount corresponding to the student's registration, depending on the date at which the student officially withdraws, will be issued according to the following schedule:

| | |
|-----------------------------------|-----------|
| before the first day of classes | 90% |
| during the first week of classes | 80% |
| during the second week of classes | 40% |
| after the second week of classes | No refund |

If tuition and fees have already been paid in full, the corresponding amount will be refunded to the student. Should only a partial payment have been received the difference between the received amount and the non-refundable amount will be reimbursed. If no payment has been received, the student remains fully liable for the difference.

A withdrawal from a course after the second week of classes does not lead to a refund of fees. This is also applicable for students who register for an internship course with Vesalius College.

Methods of Payment

Payment should be made in Euros (€) by bank transfer or by credit card. Cash payments are not accepted. Invoice(s) will be sent out to each student by e-mail after registration, or if so indicated, to any other person mentioned on the registration form. If a student registers late, he/she must make immediate payment of the fees without waiting for the invoice to be sent out by the college.

By Bank Transfer: monies should be transferred to the Vesalius College account at:

ING Bank

Main office: Marnixlaan 24, B-1000 Brussels, Belgium

Branch office: Kroonlaan 449, B-1050 Brussels, Belgium

IBAN: BE64 3631 0290 8552

Swift/BIC code: BBRUBEBB

When transferring monies, **please include the student's full name and specify the type of fee or invoice number** (for example Application Fee, Tuition and the applicable semester).

Transferring money from abroad sometimes takes a couple of weeks. It is important to retain proof of payment. To avoid problems, allow time for the payment to arrive before registration; at registration, no bank orders will be accepted. Students are liable for all bank charges, including exchange costs. In cases

where Vesalius College pays these costs on behalf of the student, the student will be required to pay the difference before the end of the semester.

By Credit Card: via the following link:

<https://payment.vesalius.brussels-school.be/order/dist/index.html>

Financial Audit

Students on financial audits cannot:

- attend classes and examinations
- obtain an official transcript, notification of grades or any other documents a regularly enrolled student may request
- receive a student ID card
- register for a subsequent semester
- attend a semester abroad at an institution with which Vesalius College has an agreement
- participate in final exams, graduate, be proclaimed or march in the Graduation Ceremony
- receive a diploma

Any dispute arising in case of non-payment will be governed by Belgian law and any legal suit will be brought before the courts of Brussels.

Estimated Costs other than Tuition and Fees

In addition to the tuition and fees that must be paid each semester, students should also budget for living costs. The following table provides an estimate for these costs and may help in budgeting for the semester.

| Estimated Costs other than Tuition and Fees | Euro (€) |
|--|------------------|
| Educational Materials | 650 -750 |
| Accommodation | 2,100 - 3,300 |
| Food (minimum) | 1,300 - 1,500 |
| Public Transportation | 250 -300 |
| Health Insurance | 150 |
| Mobile Phone | 120 |
| Registration at local town hall | 10-50 |
| Host Family Placement Fee | 210 ¹ |
| Independent Housing placement | 210 ¹ |
| Weekly Host Family Housing Fee | 155 ¹ |

¹These non-refundable placement fees and the weekly housing fee are only charged to students who are staying with a host family or applied for host family/independent housing placement.

Blocked Accounts

Students who need a blocked account for visa purposes, should contact the Finance Department (vesalius.finances@vub.be).

Grants and Loans

Certain countries offer grants and loans for studying at Vesalius College. Applicants are encouraged to check with their home country education authority concerning eligibility for financial assistance.

Tuition Fee Reduction

Vesalius College offers a 20% tuition reduction if two or more siblings are enrolled at the College simultaneously. This reduction is applicable to the tuition of one of the two siblings only. Vesalius College also offers a 20% tuition reduction to siblings and children of alumni.

Important: The tuition fee reduction cannot be combined with the Academic Excellence Scholarship.

Vesalius Academic Excellence Scholarship Fund

Vesalius College may award Academic Excellence Scholarships (AES) to students who have outstanding academic records in secondary school and whose extra-curricular achievements show evidence of leadership in today's global society. Other factors include one letter of recommendation from their secondary school and (in certain cases) standardised test scores.

The College's merit-based financial assistance can provide up to a 50% reduction in tuition per semester. These scholarships will be renewed if the student maintains superior academic performance during each semester of their 3-year Bachelor programme. The scholarship will be directly applied to the student's tuition fees.

Eligibility

- Prospective students must possess outstanding academic records and personal integrity, as demonstrated by grades, extra-curricular activities, standardised test scores (such as TOEFL, SAT) and one letter of recommendation.
- Prospective students must have been accepted into a Vesalius College Bachelor Programme as a full-time, first-year/freshman student and must submit a separate application form for the Academic Excellence Scholarship (obtainable online on the Brussels School of Governance website (<https://www.brussels-school.be/>)).
- Transfer students are not eligible for the Vesalius Academic Excellence Scholarship.
- The Academic Excellence scholarship can only be awarded to students who enrol in the Fall semester (August) and in the Spring semester (January).
- There is a minimum Grade Point Average (GPA) required to obtain a scholarship. Vesalius College will also take motivation and extra-curricular activities into consideration. Evidently, better scores and grades, combined with strong motivation and participation in extra-curricular activities will improve one's chances of acquiring a scholarship.
- There are no limitations with regards to citizenship & residency. All applicants will be treated fairly and equally.

Minimum Requirements for Academic Excellence Scholarships

| High School Diploma | GPA | SAT/ACT | TOEFL/IELTS (Academic Module)/ ITACE / Duolingo English Test / C2 Proficiency / C1 Advanced |
|-------------------------------------|--------------------|--|---|
| International Baccalaureate Diploma | 37 Points | | |
| American High School Diploma | 3.6/4.0 4.6/5.0 | SAT Math: 630 SAT Evidence-Based Reading & Writing: 630 ACT Composite: 29/36 | |
| Belgian High School Diploma | 80% | | TOEFL: 100/120, IELTS: 7/9, ITACE: C1, Duolingo English Test: 120/160, C2 Proficiency: B, C1 Advanced: B |
| German Abitur | 1.8 | | TOEFL: 100/120, IELTS: 7/9, ITACE: C1, Duolingo English Test: 120/160, C2 Proficiency: B, C1 Advanced: B |
| French Baccalaureate | 16 | | TOEFL: 100/120, IELTS: 7/9, ITACE: C1, Duolingo English Test: 120/160, C2 Proficiency: B, C1 Advanced: B |
| British A-levels | AAB | | |
| European Baccalaureate | 80% | | (required in certain cases: TOEFL: 100/120, IELTS: 7/9, ITACE: C1, Duolingo English Test: 120/160, C2 Proficiency: B, C1 Advanced: B) |

For minimum eligibility requirements applicable to other types of secondary school diplomas, please contact the Admissions Office. If your specific secondary school diploma is not listed in the table above, it does not mean that your chances of receiving a scholarship are limited. In other words: regardless

of where you obtain your secondary education around the globe, if you fulfil the requirements above and have outstanding academic results, you may be able to obtain a scholarship from Vesalius College.

Application Procedure

- Students accepted into the Bachelor programme at Vesalius College who would like to be considered for the Academic Excellence Scholarship must also submit a separate application for the Academic Excellence Scholarship (obtainable online on the Brussels School of Governance website (<https://www.brussels-school.be/>)).
- A minimum Grade Point Average (GPA) is required. For more information on minimum GPA, please refer to the 'Minimum Requirements for AES' section.
- Academic Excellence Scholarships are administered via the Admissions Office.
- The Scholarships may be renewed for all three years of the undergraduate programme. For renewal, a minimum GPA must be maintained.

Application deadlines

If students wish to be considered for the Academic Excellence Scholarship, the Admissions Office must receive their College Application as well as their Academic Excellence Scholarship Application **no later than 15 April for the Fall semester and no later than 15 November for the Spring semester.**

Maintaining Eligibility

Scholarship recipients must maintain a minimum GPA of 3.4/4.0 per semester to continue receiving their scholarship.

Terms of Award

Scholarships may be granted for a minimum of one semester and a maximum of 6 semesters. Scholarships will not be granted for any courses during the Summer Programme.

ACADEMIC REQUIREMENTS

Please note that these requirements apply to students entering Vesalius College during the academic year 2022/23. Students who entered in previous years are bound by the requirements in the catalogue for their year of entry unless specific changes have been implemented that apply to the requirements of that entry year or they shift over entirely to the requirements of a subsequent catalogue.

General Requirements for Bachelor's Degree

In order to graduate, students must have:

- Earned 180 ECTS credits or more, at least 90 of which must be taken at Vesalius College. Unless granted special permission, students should be registered at Vesalius College in the semester preceding graduation
- Achieved a grade point average of at least 2.0 for all of the courses taken at the College (cumulative GPA requirement)
- Achieved a grade point average of at least 2.0 for all of the courses taken in the student's chosen major field (major GPA requirement)
- Met all requirements of the core curriculum as described in the catalogue for their year of admission to the College
- Met all requirements of the chosen major field as described in the catalogue of their year of admission to the College
- Completed at least half of the ECTS credits in major requirements and major electives at Vesalius College

Meeting the degree requirements is the student's responsibility.

Honours and Diplomas

Students who graduate with no disciplinary sanction on record are awarded their degree with honours as follows:

- Summa Cum Laude (cumulative GPA of at least 3.8)
- Magna Cum Laude (cumulative GPA of at least 3.6)
- Cum Laude (cumulative GPA of at least 3.4)

The graduation diploma is a numbered official document issued by Vesalius College. Legally it can only be issued ONCE – no replacement document is possible. It is signed by the Chairperson of the Board of Vesalius College, the Vice-Dean for Education and the Chairperson of the Student Academic Standing Committee. Each diploma records the student's name, the degree earned and the date of graduation. Diplomas for the Bachelor's programme can be issued after each deliberation session. A graduate's diploma will be available for collection only IN PERSON.

ECTS Credit System

The European Credit Transfer System was created in the 1990s to facilitate movement among institutions of higher education in Europe. ECTS credits are calibrated to the student workload required to complete them. They reflect the quantity of work each course requires in relation to the total quantity of work required to complete a full year of academic study at the institution, that is, lectures, practical work, seminars, private study, and examinations or other assessment activities. In Vesalius College's BA programmes, one year's work involves ten courses, each of which counts for 6 ECTS credits.

The GPA

The grade point average (GPA) is a summary measure of a student's academic performance. Calculating the GPA is straightforward. Letter grades are first translated into numerical equivalents according to the following scale.

| | | | | |
|--------|--------|--------|--------|-------|
| A 4.0 | B+ 3.3 | C+ 2.3 | D+ 1.3 | F 0.0 |
| A- 3.7 | B 3.0 | C 2.0 | D 1.0 | |
| | B- 2.7 | C- 1.7 | | |

The numerical equivalents are multiplied by the number of credits for each course and this total is divided by the total number of credits. To take an example, suppose that a student's grades for a semester were A-, C+, B-, D+ and C. The semester grade point average would be calculated as $(3.7 \times 6) + (2.3 \times 6) + (2.7 \times 6) + (1.3 \times 6) + (2.0 \times 6) / 5$ (number of courses) $\times 6$ (number of credits for each course) = $72 / 30 = 2.40$.

There are several different grade point averages:

| | |
|-----------------|---|
| Semester GPA: | based on the grades for one semester |
| Cumulative GPA: | based on the grades for all courses taken to date |
| Major GPA: | based on the grades only for courses in the major field |

General Academic Requirements

Academic Core Requirements

The Academic Core develops skills and attitudes essential to the College's distinctive programme of undergraduate education. They include the following courses:

| | |
|----------|--|
| CMM 106G | Intercultural Communication |
| HUM 101G | Introduction to Academic Writing & Critical Thinking |
| HUM 103G | Global Ethics |
| STA 101G | Introduction to Statistics |
| HUM 203G | Leadership and Personal Development |
| SSC 271G | Intermediate Qualitative Research Methods |
| SSC 272G | Intermediate Quantitative Research Methods |

The 'Intermediate Quantitative Research Methods' and 'Introduction to Statistics' courses are not

compulsory for the students in the International & European Law major.

The Core is set up in an interdisciplinary manner and also includes reflections on major ethical dilemmas and challenges across all majors.

Introduction to Academic Writing & Critical Thinking introduces students to the main conventions and requirements of academic writing and the basic elements of research processes. Students learn, for example, how to formulate a research question, how to analyse and critique previous studies from a methodological point of view and compose a literature review.

Intercultural communication helps students to gather the necessary skills to communicate effectively in a globalized world.

Introduction to Academic Writing and Critical Thinking is the core foundational course for all VeCo full-time students. Since this course introduces students to the main conventions of academic writing and research, all students –whether they enter the College as transfer students or beginning students– are required to take this course. **Students may not take courses at the 300-level unless they have successfully completed HUM101G.**

Leadership and Personal Development provides VeCo students with unique mentoring and individualised training on ethical issues, leadership perspectives and in-depth coaching on students' core competences, skills and attitudes, as outlined by international education frameworks (such as the Dublin descriptors). Students will meet regularly with professors, academic advisers, external coaches and mentors to further develop their skills (such as presentation skills, teamwork competences, critical self-reflection), attitudes, lifelong learning abilities, as well as their leadership skills in various scenarios.

Introduction to Statistics and the two courses on Intermediate Research Methods first provide an introduction to several methodologies and later further elaborates on the main quantitative and qualitative research methods required for analysis in the social sciences.

For detailed course descriptions please check the corresponding sections in the catalogue.

Major Requirements and Major Electives

In addition to the academic core and free electives (see below), students study one particular field of knowledge in depth (their major). The majors available at the College are Global Business and Entrepreneurship, International Affairs, and International and European Law. All three majors are designed to prepare students for continued study at the graduate level or to kickstart their professional career.

Each major offers several required courses. These major requirements provide the basic knowledge and skills needed to further proceed in the studies. They may also involve work in supporting disciplines.

Each major also offers the student room for choice. Major electives can be used to sample a variety of topics and to develop areas of personal and eventual professional interest.

The basic schema for each major may be subject to further specification and/or minor modifications.

Free Electives

Free electives are entirely at the student's discretion. They may be used to explore fields of study outside the major, to deepen work in the major field, develop language or to develop other skills.

Global Business and Entrepreneurship Major

Students majoring in Global Business and Entrepreneurship study in-depth contemporary and global issues and develop an analytical and critical mindset. They learn how organisations are structured and managed, as well as how these function within the global economic, social, legal and political context. In addition to the major courses where students obtain the necessary tools to analyse the global economy, students gain knowledge on crucial elements of international business including: economics, mathematics, management and finance. Complimentarily, the programme offers a strong course offering in economics and business research methods, allowing students to develop expertise in informed decision-making built on data. The programme has a strong emphasis on entrepreneurship as students can profit greatly from learning from the experiences of entrepreneurs and benefit greatly from taking an entrepreneurial mindset.

The official learning objectives of the programme are:

1. The bachelor has a broad knowledge of the different functional fields of business management. The student is able to apply this knowledge in the analysis of business-oriented problems and is able to propose solution to specific business problems.
2. The bachelor has an understanding of the interrelatedness of the different functional fields of business and understands the impact of this on decision-making.
3. The bachelor has insight into the broad societal context of businesses and is able to take it into account in the analysis of business-oriented problems.
4. The bachelor knows and is able to apply common qualitative and quantitative research methods and is able to apply these in the field of business studies.
5. The bachelor has an open and academic attitude characterized by accuracy, critical reflection and academic curiosity.
6. The bachelor is able to identify the international dimension in business related problems and knows how to handle these problems in an effective way.
7. The bachelor is able to work in a multi-cultural team.
8. The bachelor recognizes the importance of life-long learning.
9. The bachelor is able to communicate clearly, fluently and accurately; as well in a written report as in an oral presentation.
10. The bachelor is able to combine ethical and business-oriented judgments in the analysis of business problems and takes these ethical considerations explicitly into account in the Solutions proposed for business problems.

Degree Requirements (180 ECTS Credits)

Academic Core (7 courses, 42 ECTS Credits)

| | |
|----------|--|
| CMM 106G | Intercultural Communication |
| HUM 101G | Introduction to Academic Writing & Critical Thinking |
| HUM 103G | Global Ethics |
| STA 101G | Introduction to Statistics |
| HUM 203G | Leadership and Personal Development |
| SSC 271G | Intermediate Qualitative Research Methods |
| SSC 272G | Intermediate Quantitative Research Methods |

Major Requirements (16 courses, 96 ECTS Credits)

| | |
|----------|--|
| BUS 101G | Introduction to Global Business |
| BUS 131G | International Marketing |
| BUS 142G | Financial Accounting |
| BUS 162G | Introduction to Entrepreneurship |
| ECN 101G | Introduction to Economics |
| LAW 111G | Business Law |
| MTH 140G | Mathematics for Business & Economics |
| BUS 216G | Strategic Management |
| BUS 222G | Corporate Financial Management |
| BUS 262G | Social Entrepreneurship |
| ECN 201G | Intermediate Macroeconomics |
| ECN 211G | Intermediate Microeconomics |
| BUS 364G | Scenario Thinking |
| BUS 393G | Capstone in Business Studies |
| BUS 395G | BA Thesis in Business and Economics – Seminar I |
| BUS 396G | BA Thesis in Business and Economics – Seminar II |

Major Electives (3 courses, 18 ECTS Credits)

Any of the 200- or 300- level BUS and ECN courses that are not listed as major requirements may be taken as major electives, including courses from other majors and the summer programme. In addition, students may take from the following options in other majors:

| | |
|-----------|---------------------------------|
| CMM 221G | Global Communication |
| CMM 252G | Lobbying in the EU |
| CMM 253G | Global Advocacy |
| INT 381G | Internship |
| LAW 211G | Advanced Business Law |
| LAW 206G | International Trade Law |
| LAW 2011G | Sustainable Development Law |
| LFR 331G | Business French |
| POL 231G | European Union Politics |
| POL 311G | International Political Economy |
| POL 333G | Policies in the European Union |
| POL 343G | Global Economic Governance |

Other courses from other majors, including summer courses, may be counted as a major elective only with the written approval of the Director of the Global Business and Entrepreneurship Programme.

Free Electives (4 courses, 24 ECTS Credits)

Free electives are entirely at the student's discretion.

Students also have the possibility to choose a minor. Minors are specialisations consisting of major electives and free electives. Please consult the section on minors for the list of courses for each minor.

International Affairs Major

Students majoring in International Affairs at Vesalius College acquire broad-ranging tools and in-depth capabilities for assessing the most pressing issues in national and global politics. Students learn about the core global processes, norms, dynamics, systemic changes and the impact of major power relations and international organisations that influence and shape contemporary International Affairs. Combining a strong emphasis on Brussels-based politics (including policy-oriented analysis of the European Union and NATO) with a comprehensive curriculum that allows students to explore the most important themes in global politics, the programme equips students with the essential skills and knowledge for a career in international affairs.

The curriculum is structured in such a way that students in their first year acquire core skills for analysing qualitative and quantitative data, critical thinking, academic writing, confidently giving effective presentations and carrying out successful teamwork. Additionally, this first year enables students to acquire foundations in politics, economics, history and international law. In their second and third years, students deepen their knowledge in the fields of comparative regional studies, regional history, European Union politics, international organisations, global governance, international history, international law and international economic processes. Students may select an area of concentration (Minor), such as European Peace & Security Studies, European Union Studies, or Global Governance.

Learning Objectives

The learning objectives of the International Affairs programme are the following:

1. The bachelor has a profound knowledge of the main actors and the main processes in European and global international affairs and is able to apply this knowledge in current international affairs.
2. The bachelor has a demonstrable insight in the theoretical and historical frameworks that can be found in the academic literature on international affairs. He/she is able to apply these frameworks in order to understand and interpret the current processes and dynamics in international affairs.
3. The bachelor has insight into the broad societal context and is able to take this societal context into account in the analysis and interpretation of current problems in international affairs.
4. The bachelor understands common qualitative and quantitative research methods and is able to apply these in the field of international affairs.
5. The bachelor has an open and academic attitude, characterised by accuracy, critical reflection and academic curiosity.
6. The bachelor is able to apply a multi-disciplinary perspective in his/her analysis of international affairs.
7. The bachelor is able to work in a multi-cultural team.
8. The bachelor recognises the importance of life-long learning.
9. The bachelor is able to communicate clearly, fluently and accurately in a written report as well as in an oral presentation.
10. The bachelor is able to include ethical judgments in his/her analysis of current problems in international affairs and to assess the impact of these ethical judgments on the solutions proposed for current international affairs.

Degree Requirements (180 ECTS Credits)

Academic Core (7 courses, 42 ECTS Credits)

CMM 106G Intercultural Communication

| | |
|----------|--|
| HUM 101G | Introduction to Academic Writing & Critical Thinking |
| HUM 103G | Global Ethics |
| STA 101G | Introduction to Statistics |
| HUM 203G | Leadership and Personal Development |
| SSC 271G | Intermediate Qualitative Research Methods |
| SSC 272G | Intermediate Quantitative Research Methods |

Major Requirements (15 courses, 90 ECTS Credits)

| | |
|-----------|--|
| ECN 101G | Introduction to Economics |
| HIS 101G | Global History since 1945 |
| LAW 101G | Introduction to International and European Law |
| POL 101G | Global Politics |
| POL 111G | Introduction to Comparative Regional Studies |
| CMM 251G | Political Communication |
| HIS 203G | International Relations between the Wars |
| HIS 261G | Regional History of International Relations: Africa or |
| HIS 262G | Regional History of International Relations: Asia |
| LAW 2010G | Human Rights |
| POL 201G | Comparative Political Systems |
| POL 212G | Theories of International Relations |
| POL 303G | Advanced Theories of International Relations |
| POL 391G | Capstone in International Affairs |
| POL 395G | BA Thesis in International Affairs – Seminar I |
| POL 396G | BA Thesis in International Affairs – Seminar II |

Major Electives (4 courses, 24 ECTS Credits)

Any of the 200- or 300- level POL, HIS or LAW courses that are not listed as major requirements may be taken as major electives, including courses from the summer programme. In addition, students may choose the following options in other majors:

| | |
|----------|--|
| BUS 315G | Women and Leadership: A Global Context |
| CMM 221G | Global Communication |
| CMM 252G | Lobbying in the EU |
| CMM 253G | Global Advocacy |
| ECN 202G | The European Economy |
| INT 381G | Internship |
| LFM 231G | French for International Affairs |

Other courses from other majors, including summer courses, may be counted as a major elective only with the written approval of the Director of the International Affairs Programme.

Free Electives (4 courses, 24 ECTS Credits)

Free electives are entirely at the student's choice.

Students also have the possibility to choose a minor. Minors are specialisations consisting of major electives and free electives. Please consult the section on minors for the list of courses for each minor.

International and European Law Major

Unique in Belgium, the BA in International and European Law provides the knowledge, skills and foundations needed for an international career related to law, combining a deep knowledge of international and EU law with a knowledge of the basics of international affairs, economics and communications, following the liberal arts tradition. The resulting interdisciplinary orientation is much sought after in the international and EU arena since most of the pressing international and European problems and concerns require such an approach.

Hence, the curriculum does not concern courses focused on a particular national legal system, but rather courses with either a focus on international & EU law or with a broad comparative law perspective. The latter courses introduce our students to the central concepts and doctrines, general principles etc. The foundational courses of international and EU law acquaint students with the international system, the European integration process, and European and international law-making. In addition, the programme includes courses in several major fields at the intersection of international and EU law, such as human rights, legal aspects of migration, international trade law and sustainable development law. Courses with a more comparative law focus include business law, criminal law and comparative constitutional law.

The programme also encompasses a well thought out practical skills trajectory that is systematically rolled out in the law courses, in addition to a proper introduction to social science research and writing skills. In the former, specific attention goes to reading, analysing, reporting and synthesizing cases (case law), historical and recent legal materials etc. Students will also learn to write legal texts, papers, case notes, pleading notes, and policy briefs, as well as deliver oral presentations, and pleadings in fictitious cases. Throughout the program, students learn to work individually as well as in teams.

Learning Objectives

The International and European Law programme has the following learning objectives:

1. Acquire knowledge of terminology and concepts of international and EU Law.
2. Gain an understanding of the international system and the European integration process.
3. Develop a working knowledge of international law-making by means of treaties, state practice and decisions of international organisations and conferences.
4. Become familiar with EU law principles, the European institutions, the separation of powers within the EU, and decision-making processes.

In terms of applying knowledge and understanding:

5. Develop the ability for independent analysis of the interplay between international and European Law.
6. Develop the ability to transpose the analysis of rules and events into a scientifically sound and feasible research project.
7. Enhance the student's ability to use the appropriate research methods and tools in the framework of independent research projects.
8. Provide students with the knowledge of and practice with electronic information sources on international and European law.
9. Develop the ability to communicate in an effective way the acquired knowledge and the outcome of research projects, both in written and oral form.
10. Develop the ability for group work, incorporated into the structure of in-class presentations and

case studies.

11. Further develop skills in intercultural communication.
12. Develop English language skills, both written and oral.
13. Further develop the skill to think like a lawyer: be precise in terminology and legal thinking.

In terms of attitudes:

14. Stimulate critical attitudes, which are necessary for "life-long learning" and sensitivity to the importance of legal and ethical considerations and the ability to confront dominant, popular opinions with constructive criticism.
15. Stimulate an awareness of the normative dimension of international and European legal policies and of related ethical, social and operational problems and dilemmas.

Degree Requirements (180 ECTS Credits)

Academic Core (5 courses, 30 ECTS Credits)

| | |
|----------|--|
| CMM 106G | Intercultural Communication |
| HUM 101G | Introduction to Academic Writing & Critical Thinking |
| HUM 103G | Global Ethics |
| HUM 203G | Leadership and Personal Development |
| SCC 271G | Intermediate Qualitative Research Methods |

Major Requirements (18 courses, 108 ECTS Credits)

| | |
|-----------|--|
| ECN 101G | Introduction to Economics |
| LAW 101G | Introduction to International and European Law |
| LAW 102G | Introduction to International Legal Theory and History |
| LAW 111G | Business Law |
| POL 101G | Global Politics |
| CMM 211G | Persuasive Communication – Rhetoric |
| LAW 206G | International Trade Law |
| LAW 208G | Public International Law |
| LAW 2010G | Human Rights |
| LAW 2011G | Sustainable Development Law |
| LAW 222G | EU Constitutional Law |
| LAW 271G | Methods: Legal Analysis, Research and Writing |
| CMM 352G | Communication Ethics and Law |
| LAW 304G | Legal Aspects of Migration |
| LAW 322G | EU Law of the Internal Market |
| LAW 391G | Capstone in International and European Law |
| LAW 395G | BA Thesis in Int. and European Law – Seminar I |
| LAW 396G | BA Thesis in Int. and European Law – Seminar II |

Major Electives (4 courses, 24 ECTS Credits)

Any of the 200- or 300- level LAW, POL, HIS courses that are not listed as major requirements may be taken as major electives, including courses from the summer programme. In addition, students may take from the following options in other majors:

| | |
|----------|----------------------|
| CMM 221G | Global Communication |
| CMM 252G | Lobbying in the EU |
| CMM 253G | Global Advocacy |
| INT 381G | Internship |
| LEF 232G | Legal French |

Other courses from other majors, including summer courses, may be counted as a major elective only with the written approval of the Director of the International and European Law Programme.

Free Electives (3 courses, 18 ECTS Credits)

Free electives are entirely at the student's discretion.

MINORS

Students also have the possibility to choose a Minor. The programmes of all the majors include several minors. Minors are a group of at least four courses (24 ECTS) that provide students with a coherent specialization in a given field. Students have the possibility to choose a minor from all the majors, regardless of their own major. Minors can either be taken in terms of 'deepening minors' (i.e. deepening knowledge in an area related to the Major) or in terms of 'widening' (i.e., picking a Minor from a neighbouring Discipline, such as Business and Economics, Communication, International Affairs, or International and European Law). Minors are specialisations consisting of major electives and free electives. In cases where a minor consists of major requirements, students of that specific major may not choose that minor (see indications below).

To successfully complete a minor, students are required to pass at least four courses within their chosen minor, i.e. at least 24 ECTS credits. Students are not required to do a minor, but those choosing to do so should declare their minor by the end of the first semester of the second year (SY1) at the latest by informing the Head of Academic Administration in writing.

The following minors are available:

Minor in Communication

| | |
|----------|-------------------------------------|
| CMM 211G | Persuasive Communication – Rhetoric |
| CMM 221G | Global Communication |
| CMM 251G | Political Communication |
| CMM 252G | Lobbying in the EU |
| CMM 253G | Global Advocacy |
| CMM 352G | Communication Ethics and Law |

Minor in Digital Economy

| | |
|----------|------------------------------|
| BUS 251G | Business Information Systems |
| BUS 253G | Big Data |
| BUS 314G | Project Management |
| BUS 353G | e-Business |

Minor in Family Business

| | |
|-----------|---|
| BUS 2110G | International Business Management |
| BUS 2112G | Management of SMEs |
| BUS 312G | Mergers, Acquisition & Related Transactions |
| BUS 325G | International Finance |

Minor in International Finance

| | |
|----------|--|
| BUS 224G | Political and Financial Risk Analysis |
| BUS 312G | Mergers, Acquisitions & Related Transactions |
| BUS 321G | Financial Markets and Investments |
| BUS 325G | International Finance |

Minor in International Management and Governance

| | |
|----------|---------------------------------------|
| BUS 224G | Political and Financial Risk Analysis |
| ECN 202G | The European Economy |
| ECN 302G | International Trade and Politics |
| ECN322G | Economic Growth and Development |
| POL 311G | International Political Economy |

Minor in European Peace and Security Studies (EPSS)

| | |
|----------|--|
| POL 221G | The EU's Common Foreign and Security Policy |
| POL 222G | Understanding Contemporary Conflicts in the Euro-Mediterranean Region |
| POL 225G | Global Terrorism, Counter-terrorism and (De-)Radicalisation |
| POL 227G | Security, Migration and Cultural Diversity in Europe |
| POL 263G | Russian Foreign Policy |
| POL 321G | NATO and Transatlantic Approaches to Security |
| POL 322G | Military Approaches to Security |
| POL 324G | International Approaches to State-Building, Reform and Good Governance |

Minor in European Union Studies

| | |
|----------|---|
| ECN 202G | The European Economy |
| POL 231G | European Union Politics |
| POL 233G | The EU's Approach to Democratisation and Human Rights |
| POL 333G | Policies in the EU |
| POL 334G | The European Union in the World |

Minor in Global Governance

| | |
|-----------|---|
| CMM 221G | Global Communication |
| CMM 253G | Global Advocacy |
| LAW 2010G | Human Rights |
| LAW 2011G | Sustainable Development Law |
| LAW 2014G | Law of International Organisations |
| POL 233G | The EU's Approach to Democratisation and Human Rights |
| POL 243G | International Organisations and Global Governance |

| | |
|----------|--|
| POL 244G | The United Nations and Global Governance |
| POL 334G | The European Union in the World |
| POL 342G | Emerging Powers in the Global Order |

Minor in History (not for IA students)

| | |
|----------|---|
| HIS 203G | International Relations between the Wars |
| HIS 261G | Regional History of International Relations: Africa |
| HIS 262G | Regional History of International Relations: Asia |
| POL261G | History and Politics of the Modern Middle East |

Minor in Business Law

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|------------|--|
| BUS 2110 | International Business Management |
| BUS 216 | Strategic Management |
| BUS 253 | Big Data |
| BUS 262 | Social Entrepreneurship |
| BUS 312G | Mergers, Acquisitions and Related Transactions |
| BUS 325G | International Finance |
| BUS 363 | Global Sustainability and Society |
| LAW 206G | International Trade Law |
| LAW 213G | Intellectual Property and Information Technology Law |
| LAW 221G | Advanced Business Law |
| LAW 311G | Competition Law |
| LAW 322GEU | Law of the Internal Market |

Minor in European Law (not for LAW students)

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|------------|----------------------------|
| LAW 222G | EU Constitutional Law |
| LAW 304G | Legal Aspects of Migration |
| LAW 311G | Competition Law |
| LAW 322GEU | Law of the Internal Market |
| POL 231G | European Union Politics |

Minor in International Law (not for LAW students)

| | |
|-----------|---|
| LAW 201G | Humanitarian Law |
| LAW 206G | International Trade Law |
| LAW 2010G | Human Rights |
| LAW 2011 | Sustainable Development Law |
| LAW 2014G | Law of International Organisations |
| LAW 304G | Legal Aspects of Migration |
| POL 243G | International Organisations and Global Governance |
| POL 244G | The United Nations and Global Governance |

COURSE DESCRIPTIONS

The courses regularly taught in the Bachelor's programme are described in this section, though other courses may be offered on an occasional basis. All courses are worth 6 ECTS credits.

The courses are listed by subject area, which is also indicated by the first three letters of the course code. Courses are offered at three levels. Courses at the 100 level are introductory and can be taken by all students. They are often taken in the first year. Courses at the 200 and 300 levels are more advanced and cannot be taken without first having passed an introductory course in the subject. Some of these upper-level courses may even require successful completion of a 200-level course. Any such pre-requisites are indicated at the end of the course description.

Exemptions from pre-requisites may be granted by the Programme Director and must be notified in writing to the Head of Academic Administration.

Business (BUS)

Introduction to Global Business

BUS 101G

This course introduces students to the fundamentals of business studies. It provides insight into the internal organisation of companies as well as the legal, economic, political and social environment in which businesses operate. Businesses compete for ideas, customers, employees and capital. Entrepreneurs and managers make choices on how to create and capture value through innovation, differentiation of products and services, and how they utilize resources and organise activities. Furthermore, students will be introduced to the tools to understand business decisions. Students will learn how to make educated business decisions that take market forces, technologies, government and society into consideration. The course provides knowledge on how the different divisions of a firm, such as finance, marketing, operations, human resources and innovation contribute to realizing the objectives of globally operating businesses. Students will also deepen their analytical and research skills related to business studies with exercises complementing the HUM101 course.

The Belgian Brewery Industry in a Global Context: Business, Economics, Culture and Innovation BUS102G

Belgium is not only home to the world's biggest brewer, but in recent years has seen a rise of innovative micro-breweries and diversification of the beer market with potentially far-reaching implications for the business and economics of the brewery industry inside and outside the country. In November 2016, UNESCO even added 'Belgian Beer Culture' to the World Heritage List, highlighting the cultural importance and impact of the Belgian beer industry beyond pure business and economics. This course focuses on key principles and changes in the economics, marketing, production and innovation of the Belgian Brewery Industry in a Global Context. Taking the Belgian beer industry as a multi-faceted case study for studying core Business processes and developments in the field of the national and international beer market (including production, strategy, marketing and product innovation), this course also explores the impact of geography, culture and globalisation on Belgian beer businesses and their business strategies. The course includes company visits, guest lecture series and experiential learning and provides unique insights into the major shifts and changes of major the economics and business processes related to the brewery industry. In cooperation with key experts, this summer course will also include the possibility of learning the nuts and bolts of the beer brewing process itself.

International Marketing

BUS 131G

This course analyses the role of marketing in a globalised world with a focus on a variety of approaches used in creating customer satisfaction. The course emphasises the importance of understanding customer needs and translating them into a (perceived) superior value, quality and service for the target market. Students will learn how to compose an effective marketing programme by discussing and examining real world examples provided in case studies, films/videos, articles, class discussions and a group assignment. Students will be introduced to basic marketing theories and approaches. Students will discuss and elaborate on marketing strategies and learn how to apply them. Students will have the opportunity to apply their skills and to work on a real project. They will define the marketing strategy for a contemporary event or product.

Financial Accounting

BUS 142G

The core of this course deals with the main concepts in financial accounting and how these concepts are interconnected with managerial accounting. It is centred around the study of accounting cycles of service and manufacturing industries. Students will learn how financial statements are prepared and how to analyse them, i.e., the underlying business transactions that are reported. The course covers a broad range of topics in the valuation and reporting of assets, liabilities and equity. In the second part of the course students will understand managerial accounting concepts. The emphasis is put on analysis of cost behaviour, budgeting concepts, standard cost systems and variance analysis, as well as the use of accounting information to make decisions.

Introduction to Entrepreneurship

BUS 162G

This course introduces students to the theory of entrepreneurship and its practical implementation. It focuses on different stages related to the entrepreneurial process, including business model innovation, monetisation, small business management as well as strategies that improve performance of new business ventures. Centred around a mixture of theoretical exploration as well as case studies of real-world examples and guest lectures, students will develop an understanding of successes, opportunities and risks of entrepreneurship. Students will also develop skills in written business communication and oral presentations that allow students to integrate entrepreneurship concepts and interact with business experts. This course has an interdisciplinary approach and is therefore open to students from other Majors.

Strategic Management

BUS 216G

This course focuses on business strategies that entrepreneurs and management develop to secure resources and develop capabilities needed to gain or sustain competitive advantages in traditional and emerging markets. Developing such competitive advantage is at the core of strategic management. This course thus focuses on strategy formulation, implementation and performance, and deals with the identification and analysis of external opportunities as well as constraints faced by companies. This course focuses on value creation through strategic management and decision making based on financial information. The main functions of the corporation are investigated by means of theory and case-studies, products and services, research and development; manufacturing,

logistics, marketing, finance/accounting, and human resources.

Prerequisites: BUS 101G and BUS 142G

International Business Management

BUS 2110G

This course provides insights on tools and practices that help to identify and interpret international business opportunities. Students will analyse international management and investment strategies. This course provides insights on tools and practices that help to identify and interpret international business opportunities. Students will analyse international management and investment strategies and learn how to identify and evaluate challenges and opportunities of the international business environment.

This course draws upon international business theory and practice for understanding the international business context. It aims to provide students with practical tools and theoretical knowledge related to international trade and the exploration of practical issues faced by business managers in international business situations. Students will study international business at (i) the nation-state level and (ii) at the level of the company. Understanding international business management from the nation-state perspective, students will analyse the role of international monetary institutions as well as political and economic factors that influence foreign direct investments. At the company level, this course provides insight into factors that influence internationalisation, entry strategies into foreign markets such as exporting, licensing, joint-ventures and tools to manage and evaluate risks and changes of international operations.

This course has an interdisciplinary approach by providing insights on how the international political environment affects business decisions such as internationalising or global production. International affairs and communication students are very welcome to join this course.

Prerequisite: BUS 101G

Global Leadership

BUS 2111G

This course provides students with insight into the nature and scope of global leadership as well as its successes, limitations and failures. Students will examine the core traits, behaviours, and values of what makes managers effective leaders. The course will focus on the human side of leadership and management in a global context, exploring how successful leaders have built effective organisations and companies through essential competences, relationships, visions and interaction within and across businesses. The course will also assess the importance of cross-cultural and intercultural leadership as well as sensitivity towards a variety of social, ethical and diversity issues.

Management of Small and Medium-Sized Enterprises (SMEs)

BUS 2112G

This course provides students with insight on key aspects and challenges of small and medium-sized enterprises (SMEs). Students will gain knowledge of systems and techniques to manage and strategically position SMEs in the national and international context. This course will emphasise the opportunities and challenges of internationalisation strategies of SMEs. Students will learn about tools for assessing foreign markets and strategic evaluation models specific to SMEs. It will introduce the strategic evaluation tools for different entry-mode options in domestic and foreign markets. It will assess the importance of competitive positioning of SMEs in an international context.

Students will examine the key characteristics of SMEs and understand the challenges and the unique position of SMEs in contrast to larger organisations. A main part of this course is dedicated to strategic management models and theories specific to SMEs. Furthermore, this course will focus on the uniqueness of the managerial process, control and accountability issues of SMEs. This course has an interdisciplinary approach. While mainly open to business students, input and expertise from international affairs and communication major will enrich the course.

Prerequisite: BUS 101G

Performance Management

BUS2114G

This course introduces Performance Management and the paradox for leadership in a company, when a manager wants to create a mobile and flexible organisation while ensuring the implementation and anchoring of the company's strategy in the organisation, one must consider the complexity, problems and ambiguities that may arise in such an iterative process, when measurements must involve and provide meaningfulness among employees in and across the organisation.

The course focuses on key knowledge areas of performance management theory and practice, including strategy planning, incentive systems, self-efficacy, key performance indicators and how to use the strategy map and balance score card. This subject is of vital importance seeking to uncover the principles of how a company ensure empowerment and involvement of its employees, as this is emphasised as something that plays an increasingly important role for employee motivation together with greater strategic and organisational awareness.

As performance management is a cross-disciplinary field of study, the course will evaluate business, organisational, social and legal issues facing communities, business and organisations.

Corporate Financial Management

BUS 222G

This course focuses on corporate finance from the managerial point of view. Students will engage in vivid discussions about the key considerations behind fundamental choices CFOs face. Students will also gain insight on the company's financial decision-making processes and learn how to make educated financial decisions. Corporate financial management involves the process through which the corporation creates value through its capital allocation decisions. Using a blend of quantitative tools and analyses, managers forecast financial needs and opportunities, assess the value of these opportunities, and implement a strategy for achieving the company's financial goals. Major corporate finance decisions include capital budgeting decisions, valuation analysis, financing decisions, risk management, and dividend policy. Students will learn how to analyse how a company functions by looking into the yearly reports disclosed by companies. They will gain knowledge on how to apply the most important ratios (e.g., leverage/ return on investment) and will be able to analyse the company results.

Prerequisites: BUS 101G, BUS 142G and MTH 140G

Political and Financial Risk Analysis

BUS 224G

The contemporary forces of increased globalisation create a peculiar global political and financial environment, giving rise to a new, interdisciplinary field of enquiry: Political and Financial risk analysis. Globalised markets create many risks and opportunities for companies seeking international business.

This course teaches students how to examine, analyse and evaluate the portfolio of risks that a company is facing in an international environment. Students will be familiarised with the main tools, practises and theories needed to assess a broad spectrum of potential risks. In the first part of the course students will focus on different types of financial risks and principles of diversification such as hedging. In the second part of this course political aspects will be taken into consideration when analysing financial risks.

In the era of globalisation, companies must consider new political dynamics when investing in less predictable institutional environments, such as economies in transition or markets affected by different political and economic systems as well as different factors of instability. In addition, companies have to consider other risks on the international playing field. The students will gain insights on risk assessment in international economic relations such as exchange rate regimes, monetary policy and economic financial integration as well as elaborate on political factors that impact investments.

Prerequisites: BUS 101G, and MTH 140G or STA 101G

Social Marketing

BUS 233G

The course is based on the use of marketing principles to develop social marketing strategies and programs and to bring behavioural change for a social good. Social marketing can be used to promote merit goods, or to make a society to avoid demerit goods and thus promoting well-being of society.

Students will learn how to apply key marketing principles to campaigns and efforts to improve health, decrease injuries, protect the environment, build communities, and enhance financial well-being.

The width and breath of the topics discussed are very wide starting from fighting tuberculosis, syphilis elimination, reducing teen pregnancy to wearing seat belts. The projects and programs could be both locality based and targeted at a small number of people or could be large scale international projects dealing with global issues.

The course will also examine issues of social responsibility in business and how marketing may be used to promote more environmentally and socially conscious business practices.

Prerequisite: BUS 131G

Business Information Systems

BUS 251G

This course teaches and applies theories that help students to understand information systems. First students will be introduced to basic concepts such as logic gates and the representation of data in binary form and concepts of computers that include central processing units, internal and external memory, input/output buses. In the second part of this course students will learn about communications protocols, computer networks, operating systems, middleware, applications software and file formats.

Furthermore, the usage of information systems in organisations will be discussed. On a practical level, students will learn to use spreadsheets and relational database servers.

Prerequisite: BUS 101G

Big Data: Technological, Business and Societal Implications

BUS 253G

This course examines, analyses and evaluates the evolution, impact and future direction of 'big data' (i.e., extremely large volume of data sets that can be used for discovering patterns of use for business, technological and societal solutions) in relation to global business and the development of new services, products and innovations. The course explores the different ways to which companies can take advantage of big data and focuses on core aspects, such as volume, velocity, variety and variability as well as complexity. Students will also assess both the risks and opportunities associated with the generation and use of big data and will explore impacts both on societal, economic and technological processes and issues. The course will also touch on issues related to big data and technology, including the 'robotics revolution' and advances in Artificial Intelligence. This course is interdisciplinary in nature and open to students from other majors.

Prerequisite: BUS 101G

Social Entrepreneurship

BUS 262G

This course focuses on the growing phenomenon of 'Social Entrepreneurship', defined as developing business ideas and companies that drive social change through innovative and profitable solutions. As such, social entrepreneurship combines tools, techniques and visions related to entrepreneurship and business innovation on the one hand with practical, market-driven solutions for fundamental social challenges, problems and concerns on the other hand. The course will provide an in-depth analysis of the history, evolution and major features of successful social entrepreneurship initiatives and will explore innovative approaches towards generating 'shared value' between companies and societies. Although this course is aimed primarily at Business Students, it is deliberately interdisciplinary in nature and open to students from other majors.

Prerequisite: ECN 101G

Mergers & Acquisitions

BUS 312G

This course provides students with the full spectrum of the Merger and Acquisitions (M&A) process with a special focus on international M&As. It covers the main types of M&A (including leveraged buy-outs; management buy-outs; friendly and hostile mergers and acquisitions), and related transactions (including divestments; de-mergers; privatizations; alliances, partnerships and joint-ventures). In this course students will learn and apply tools to evaluate whether a merger or acquisition contributes to the overall goal of the company. Transactions are studied from all angles. The topics covered include: motives; search for potential acquisition targets, acquirers and partners; the role of advisers; bid tactics; legal and regulatory issues; valuation; financing; accounting and tax issues; organisational and human resource aspects; integration; successes and failures. One major challenge of an M&A is a smooth integration. Students will reflect on the challenges of integration and learn about tools to make the integration successful.

Prerequisites: BUS 101G, BUS 142G and BUS 222G

Project Management

BUS 314G

This course provides a systematic and thorough introduction to all aspects of project management. Projects are an increasingly important aspect of modern business. Therefore, the course underlines the

importance of understanding the relation between projects and the strategic goals of the organisation. The course also discusses the technical, cultural, and interpersonal skills necessary to successfully manage projects from start to finish. It emphasises that project management is a professional discipline with its own tools, body of knowledge, and skills. Concepts are reinforced by case studies covering a wide variety of project types and industries.

Prerequisites: BUS 101G and BUS 222G

Women and Leadership: A Global Context

BUS 315G

This course examines key leadership concepts, in general, and women in particular. The course is not set up to teach you how to be a leader, but it will operate with the assumption that if you know how successful women and men have navigated power and authority, applied core competencies, and have secured a work-life balance, you will be better able to frame your own academic endeavours and professional development. The course will explore leadership theory in a global context by examining leadership for a global audience and understanding leadership approaches addressing diverse populations. There is still much work to be done to rectify the gender imbalance and these are exciting times to make a difference in this regard. In fact, strong leadership in our global environment is one of the most valued skills you can have. This is one of the goals of the course—to make you aware of the value of strong leadership in knowledge-based societies. This course should be of interest to students in business, communication, international relations, international law, and other fields of studies.

Business Models and Leadership in Times of Transition

BUS 316G

The world, our society and economy are changing fast. Technological advances and heightened collective consciousness can provide a unique opportunity to address current challenges. Business, diplomacy and politics all play a significant role in ensuring that today's possibilities are translated in feasible and progressive answers to world-spanning issues. The challenge is on the levels of individual people's alignment, on the level of the company strategy, and on the level of territorial development. Which are the transition scenarios in order to come up with sustainable solutions knowing that we are currently at a crossroads? There are some need-to-know cornerstones for a sustainable transition. The students will integrate them and apply them to a live project. This course will drive you to develop your opinion and critical decision-making skills, based on scientific knowledge.

Financial Markets and Investments

BUS 321G

The course aims to familiarise students with the theoretical and practical workings and concepts of financial markets, with a specific focus on investments. It will provide students with simple, but powerful tools to assess financial management decisions. These tools can be used to make personal financial decisions, but will also prepare students for a career in the financial or investment industry. Concepts of risk/return rate, efficient markets, portfolio allocation, asset pricing are discussed in great detail. Topics, such as the 2008 financial crisis and the advantages of international diversification will also be discussed.

Prerequisites: BUS 101G and BUS 142G

International Finance

BUS 325G

The course aims at providing a solid understanding of international finance within a complex capital markets context. It emphasises the managerial perspective of finance for a multinational corporation (MNC). Based on macroeconomic and institutional foundations, advanced techniques and instruments for managing the foreign exchange exposure and risk of MNCs are developed. The course further addresses international banking and money markets. Students will be prepared to, and provided with the skills required for, international investment management, cross-border acquisitions, international capital budgeting, and multinational cash management and trade financing.

Prerequisites: BUS 101G and BUS 222G

e-Business

BUS 353G

This course deals with the characteristics of e-Commerce in various target markets, how products and services are bought and sold via the Internet and other electronic systems. It starts with building a basic understanding of the infrastructure that is the internet, and the World Wide Web as the aggregation of content made available via the internet. We will discuss the various features that make e-business (and mobile e-Commerce or m-Commerce) stand out from traditional businesses, as well as the related security, privacy, and other legal, ethical, and social issues. Students will learn some basics about what it takes to develop a mobile web application or "app".

Prerequisites: BUS 101G, ECN 101G and BUS 251G

Global Sustainability and Society

BUS 363G

This course introduces the academic approach of Global Sustainability and explores how today's human societies can endure in the face of global change, ecosystem degradation, resource limitations, and corporate social responsibility. The course focuses on key knowledge areas of sustainability theory and practice, including population, ecosystems, global change, energy, agriculture, water, environmental economics, policy, and ethics. This subject is of vital importance, seeking to uncover the principles of the long-term welfare of a reliant sustainable future. As sustainability is a cross-disciplinary field of study, the course will evaluate business, political, and legal issues facing communities, business, and organisations.

Prerequisites: BUS 101G

Scenario Thinking

BUS 364G

In this interdisciplinary course students will use scenario thinking and planning as the main vehicle to understand global business. It is focused on the macro-environmental context of global business, at a variety of levels- local, national, regional and global. Despite half a Century of trade liberalisation and the acceleration of globalising processes since the early 1990s, we witness the re-emergence of populism in politics, rapid increases in migration, creeping protectionism, and world free trade zones in difficulty. Global business environments are highly complex and uncertain. Organisations and management decisions and actions do not exist in a vacuum; they are situated in this complex, dynamic and often turbulent environment. Global business environments are highly complex and

uncertain. These are used to recognise, understand and reflect upon the challenges and opportunities that various contextual aspects present. Due to the interdisciplinary approach students from all majors are welcome. This course is offered in an intensive module format.

Prerequisites: BUS 101G, and MTH 140G or STA 101G

Capstone in Business Studies

BUS 393G

The capstone course is the final integrative and summative course that provides an opportunity for students to integrate and apply all their knowledge acquired throughout their 3-year Business Studies curriculum to advancing their own idea and plan for setting up a viable new business.

The course challenges students to develop a marketable idea, and lay down the most important parts of a business plan. The key element is to give a real-world exercise to students, which requires them to apply knowledge acquired in the fields of entrepreneurship, economics, marketing, finance and accounting, strategic management and related fields.

During this course, students will be able to develop their business plan in detail and begin to implement the ideas to the extent to which a new company or business could be launched. Students will be exposed to real-life entrepreneurs and have to present their final ideas to an external panel of professional business leaders

Prerequisites: Third year standing

BA Thesis in Business and Economics – Seminar I

BUS 395G

The advanced research methods seminar (Seminar I) for the BA Thesis in Business Studies, requires students to formulate and devise their research question for their BA Thesis topic as well as to choose and apply advanced research methods specific to the field of Business Studies in order to tackle and investigate their major research topic. In this seminar, students will acquire knowledge and skills of advanced research methods and will complete their preparatory work for conducting major research on their BA topic which will serve as a foundation for finalising their thesis writing in BA Thesis Seminar.

Prerequisite: Third year standing

BA Thesis in Business and Economics – Seminar II

BUS 396G

After completing the BA Thesis Seminar I, students are required to complete writing their BA thesis, applying advanced research methods acquired in BA Thesis Seminar I. Under the guidance of their thesis supervisor, students finalise the writing process and present intermediary results in senior seminars and roundtables. The final oral defence/presentation of the thesis' results will take place in the context of the College's public 'undergraduate research day'.

Prerequisite: BUS 395G

Communication (CMM)

Intercultural Communication

CMM 106G

The course introduces students to the phenomenon of culture in the broad sense of the term and applies it to a social, business as well as a media-driven context. Major theoretical issues and cultural criteria/dimensions are studied and highlighted to illustrate the challenges of dealing with cultures and identities in all of their complexity. A number of theoretical models are presented and analysed (such as the communication theory of identity and the bicultural identity integration theory). Throughout the semester, students will learn how best to approach and deal with intercultural issues and challenges, as well as how to best increase the likelihood of such issues being successfully dealt with or resolved. By the end of the course, students will be tasked with writing, defending and presenting a comprehensive Intercultural Report which is meant to cover all the material, models and issues raised in class throughout the entire semester. It is also expected that as a result of the course, students' level of cultural intelligence and awareness will have increased significantly.

Persuasive Communication – Rhetoric

CMM 211G

This course offers an introduction to rhetoric defined as an act of persuasive communication. The course is divided in two parts. The first part will focus on the history and theory of rhetoric. The second part will focus on practice: first students will learn how to apply rhetorical analysis to contemporary persuasive communication instances (verbal and visual) and finally they will create their own (oral and written) pieces of rhetoric. Typical classes involve analysis of relevant materials (written texts, videoclips, podcasts, pictures), group discussions, oral presentations and a field trip/guest lecture. The paramount aim of the course is to teach students how to detect and analyse rhetoric in all its contemporary forms (ranging from political speeches to commercial advertisements) and how to use it effectively because "whoever does not study rhetoric will be a victim of it" as an ancient Greek encryption on the wall states.

Prerequisite: CMM 106G, BUS 101G or POL 101G

Global Communication

CMM 221G

The course introduces the historical context of the field of global communication and examines different approaches to global communication from the modernisation and cultural imperialism theories to cultural studies and critical political economy perspectives. The course also examines the theories and problems related to the international function of the news media, the entertainment industry and the telecommunications sector. Students also gain a clear understanding of the creation of the global media marketplace and how international communication evolves in the Internet age. Furthermore, the course discusses the international governance structures related to media, news, telecommunications and the Internet. With the help of a comprehensive textbook, seminal texts and videos, the course addresses the main political, economic, social and cultural themes intersecting the debate around the emerging global communication system.

Prerequisite: HUM 101G, CMM 106G

Political Communication

CMM 251G

This course examines the triangle that exists between politics, the media and the public. Political communication examines the relationships that exist between these three actors that are central to contemporary democracies: to communicate with the public, political elites need to pass through the media gates, as most people get their political information through the media. Yet, politicians seem to have a hate/love affair with journalists, as both actors are trying to gain the upper hand. Media themselves are constantly in flux, and the public's use of media is shifting dramatically in response to the rise of online technologies. Finally, governments increasingly rely on communication to bolster support abroad – for example the US government's public diplomacy efforts in the Middle East.

This course offers a broad overview of the field of political communication and public diplomacy. We discuss and apply theories regarding the impact of political communication on voters (e.g. priming, agenda setting) and the changing relationship between media and politics (e.g. journalistic role perceptions). In the final weeks of the course, we discuss a number of specialisation topics on recent trends in political communication, such as populism and personalisation.

Lobbying in the EU

CMM 252G

Lobbying is an integral part of the EU decision making process. Set at the launch of a new political mandate for the EU Institutions, and in the context of wider problems of EU legitimacy, heightened by Brexit, this course will describe the participatory model of EU policy making based around agents of participation. Indeed, actors representing State and non-governmental interests engage with European Commission decision makers and members of the European Council and of the European Parliament on a daily basis. Lobbying is therefore perceived as a legitimate tool of pluralist bargaining in which interest representatives are perceived as a source of data and practical expertise, informing and improving policy development. This course will explore the EU's revamped institutional set up, and the application of the Better Regulation package as well as the formal decision-making processes, from legal sources, through the consultation stage and parliamentary debate to final adoption. It will address major trends in the culture of EU interest representation such as the need for "transparency" and the use of coalition and alliance building. Finally, from a practical perspective, the course will deal directly with lobbying techniques ranging from the legal drafting of amendments to the use of social media and civil society supported activities and events. Students will be encouraged to debate, use role play and hone their negotiation skills on self-researched hot topics.

Global Advocacy

CMM 253G

This course introduces students to the complex and fascinating interplay between globalisation and advocacy. By taking into account the impact globalization has had throughout the world, students of this course are introduced to the analysis of successful and unsuccessful advocacy efforts. The course investigates a wide array of cases, for example civil society's attempts to influence international organisations (e.g. the United Nations, the World Bank), or supranational regulators (e.g. European Union) and national governments. This course discusses key theories underlying the practice of advocacy, but also trains students to apply these theories through the study of key cases.

This course introduces students to communication ethics and law. The course content covers key values and principles underlying communication law, and the basics of communication law, including an analysis of various legal frameworks on freedom of expression, privacy and confidential information, libel and defamation, racial hatred and blasphemy, copyright, and right of reply. Rather than entering into the specificity of one country's legislation, students will receive a global comparative view on the subject matter. Communication ethics are heavily emphasized in the course, as the basis on which communication law and policy are developed. The course will discuss relevant policy developments and legal cases in order to better understand how the principles are worked out in practice.

Economics (ECN)

Introduction to Economics

ECN 101G

The course illustrates the way in which economists view the world. You will learn about basic tools of micro- and macroeconomic analysis and, by applying them, you will understand the behaviour of households, firms and government. Problems include: trade and specialisation; the operation of markets; industrial structure and economic welfare; the determination of aggregate output and price level; fiscal and monetary policy and foreign exchange rates.

Intermediate Macroeconomics

ECN 201G

This intermediate-level course examines the determination of income, employment, the price level, interest rates and exchange rates in the economy. Piece-by-piece, we construct a model that describes how each of these variables is determined in the long- and short-run. We investigate issues of long-run growth, business cycles, international trade, and monetary and fiscal policy. We pay special attention to current developments, with an international and European perspective throughout.
Prerequisite: ECN 101G

The European Economy

ECN 202G

This course is intended for those students interested in the main aspects of the European economy considered from a theoretical, empirical and a policy perspective. The course focuses on the recent political and academic debates on the different economic issues pertaining to the European integration. It firstly considers the most relevant historical events leading to the establishment of the European Union and the Euro area. Secondly, a short overview of the different European institutions is provided. Next, monetary and fiscal integration are explored followed by a focus on the financial and economic crises. The course, then, studies in detail the structure of the European economy in terms of trade and labour market, internal production and external trade.
Prerequisite: ECN 101G

Intermediate Microeconomics

ECN 211G

Provides a rigorous intermediate-level treatment of microeconomic theory with applications to business and public policy. Topics include the mathematical foundations of economic theory; the theory of individual economic behaviour; the theory of the firm and economic organisation; perfect competition, general equilibrium, and economics of information; corporate behaviour and strategy under imperfect competition; capital theory; labour markets; welfare economics and public choice. Prerequisites: ECN 101G and MTH 140G

Environmental and Ecological Economics

ECN 301G

The course provides an overview of issues regarding the environment and sustainability from an economics perspective. It will make use of microeconomic and statistical analysis applied to real-world examples. The course introduces basic analytical concepts and relevant economic theory to address topics such as the environment as a public good, externalities, market failures, government intervention, environmental regulation, eco-innovation and sustainable development. Moreover, various tools of economic policy analysis are used to assess environmental policies such as the EU Emission Trading Scheme (EU ETS) and the Paris Agreement. Prerequisite: ECN 101G

International Trade and Politics

ECN 302G

This course analyses the interdependence that arises from international trade in goods and services. We cover the following topics: the gains from trade, the pattern of trade, the impact of protection, international factor movements, and trade policy. The course further in-depth studies the institutions dealing with and regulating trade policy. Prerequisite: ECN 101G

Economic Growth and Development

ECN 322G

This course gives an overview of issues related to growth and development. It looks into different growth theories and the explanations of differences in standard of living and economic growth across nations. The course furthermore examines the long-term history of economic growth and empirical outcomes in both developed and developing countries. Topics addressed are convergence or divergence, the role of institutions, education, population growth, natural resources, technology, inequality, openness, climate and culture. Prerequisites: ECN101G and ECN201G

History (HIS)

Global History since 1945

HIS 101G

This course introduces students to the key developments, processes and major events in global history from 1945 to the present. The course not only focuses on conflict and cooperation among the major

Western powers, but also places the development of modern International Relations into the global context of socio-economic and political developments in Eurasia, Asia, Africa, the Middle East and Latin America. The course serves as a foundation for further region-based and thematic in-depth history courses at the 200 and 300 levels.

International Relations between the Wars

HIS 203G

The primary objective of the course is to examine and review the Interwar period in the history of the twentieth Century. The lectures will cover international and domestic events in between the outbreak of the Great War and the aftermath of the Second World War, such as the collapse of the European Empires and the rise of the United States; the Versailles Treaty and the creation of the League of Nations; the Bolshevik revolution, Communism and the creation of the Soviet Union; the collapse of the Weimar Republic and the rise of Nazism in Germany. Apart from deciding the shape of the international system and the world order until today, these events have also had an overwhelming impact on the appearance of the study of International Relations (IR) as an academic discipline. In this respect, the secondary objective of the course is to reflect on the implications of the Interwar period for the study of IR. The course takes an interdisciplinary approach and is suitable for all students who have a strong interest in the history and international relations of the twentieth Century.

Prerequisite: HIS 101G

Regional History of International Relations: Africa

HIS 261G

This course surveys major historical developments that underpin the contemporary politics of Africa. Among the issues discussed are: City States in Africa, Pre-Colonial Relations among States in Africa, Slave Trade, 'Legitimate' Trade, European Colonialism and Emergence of the Modern African State, Independence Movements and Decolonization Processes, African States and the Cold War, Violent Conflicts and Peacebuilding in Africa, Demographic Determinants of Socio-Political Change (Gender, Race, Ethnicity and Youth). Students are expected to broaden their understanding of Africa and how its history is interlinked with global politics, economic and environmental developments.

Prerequisite: HIS 101G

Regional History of International Relations: Asia

HIS 262G

This course introduces students to the history of modern Asia, developments within and between the regional states, and their impact on global politics. The course pays particular attention to Northeast and Southeast Asia. Our focus will be on historical developments that had profound influence on contemporary politics. Throughout the course, students will assess how historical paths, domestic political institutions, and extra-regional actors such as the United States have shaped the history of modern Asia. The course is composed of lectures, student presentations, and discussions during which students will analyse the readings and engage with guiding questions developed for each week.

Prerequisite: HIS 101G

Humanities (HUM)

Introduction to Academic Writing and Critical Thinking

HUM 101G

This course introduces students to the main conventions and requirements of academic writing and to basic elements of research processes. Students learn how to formulate a research question, how to analyse and critique the methodologies of previous studies and compose a literature review. Students improve their critical thinking skills by engaging with research language and thereby hone their academic writing. Students learn how to select, question and analyse studies and how to use academic research in their own writing. In addition, critical thinking exercises refine students' ability to distinguish valid from invalid arguments and will teach students key critical analysis skills. The course also engages with core debates important in understanding contemporary processes in the fields of Global Business & Entrepreneurship, Communication & Public Relations, International Affairs and International & European Law.

Global Ethics

HUM 103G

This course introduces students to the major theoretical and applied debates in the field of global ethics as well as to its major moral puzzles and challenges. Drawing on interdisciplinary perspectives and thematic issues in the fields of Business and Economics, Communications, International Affairs and Law, the course will challenge students to reflect on major ethical theories and traditions as well as core problems such as corporate governance, media ethics, global distributive justice, the ethics of making and sustaining peace and the legal dimensions of ethics. By combining the works of both classical and contemporary philosophers with contemporary applied global issues, students will be able to critically reflect on fundamental normative questions from an interdisciplinary perspective and reflect on the rights, responsibilities and challenges of 'good global citizenship'.

Leadership and Personal Development

HUM 203G

Leadership and Personal Development provides VeCo students with unique mentoring and individualised training on ethical issues, leadership perspectives and in-depth coaching on students' core competences, skills and attitudes, as outlined by international education frameworks (such as the Dublin descriptors). Students meet regularly with professors, academic advisers, external coaches and mentors to work on the development of their skills (such as presentation skills, teamwork competences, critical self-reflection), attitudes, life-long learning abilities, as well as their leadership skills in various scenarios.

Pre-requisite: HUM 103G

Internship (INT)

Internship

INT 381G

Working in a sponsoring firm or organisation, students undertake a 150-hour, semester-long project on a theme or topic related to their major. It requires students to work on-site at least 10/12 hours per week, keep a daily activity log and write a project report.

Prerequisites: Students in their second semester of second year or first semester of third year, good academic standing and approval by the Internship Committee

Law (LAW)

Introduction to International and European Law

LAW 101G

The course introduces the student to both public international law and EU law. The first part deals with an introduction to public international law. The major topics of international law are discussed: characteristics of international law, sources and subjects of international law, state responsibility, settlement of disputes (both peaceful and through war). In the process several sub-fields of international law are introduced, such as fundamental rights and international criminal law. The second part deals with EU law. Following some background into the history of the development of the EU, the lectures zoom in on the sources of EU law, the principles of direct effect and supremacy, the main institutions of the EU, the principles governing the division of competences in the EU and between the EU and its member states, the internal market and the four freedoms, and the growing role of fundamental rights.

Introduction to International Legal Theory and History

LAW 102G

This course introduces the student to the history and theory of international law. The first part of the course provides a general introduction to legal theory and history. On the one hand, the central debates and concepts within legal theory are discussed. On the other hand, the course looks at certain legal systems predating the development of international law: law in classical, medieval and modern Europe; and law in pre-colonial West- and East Africa and the Americas. While the first part of the course stands on its own to provide the students with elementary knowledge, it also sets the stage for how legal theory and history have interacted with the development and study of international law. The second part of the course focuses on the history and theory of international law. The student will look at the emergence of international law among European polities themselves and in their encounter with non-European polities. The course will thereby focus on essential concepts and their continued relevance today such as territory, sovereignty, jurisdiction, the sources of law, justice, the individual, and enforcement. Throughout the classes, the student will get acquainted with ways to look at international law beyond the classical 'doctrinal' or 'positivist' approach.

Business Law

LAW 111G

This course provides a general introduction to business law concepts, beginning with the legal context in which business is conducted on an international basis, with focus on civil and common law jurisdictions. After examining the sources and components of business law, students will be introduced to Contracts Law as a key to successful business transactions. Students will become familiar with the elements of contracts and the formation process. We then move to enforcement of contracts, third party rights, performance and termination of contracts including impossibility, frustration of purpose, damages and remedies. During the second part of the course, students will be introduced to general legal concepts regarding the law of agency, intellectual property, competition, forms of business organisations, bankruptcy and the fight against white collar crime. In addressing contemporary legal debates related to business law, students will gain sensitivity to the importance of ethical considerations in business decision making.

Humanitarian Law

LAW 201G

Is the law silent in armed conflict? What behavior is regulated in armed conflict? How is this done? This

course addresses international humanitarian law (IHL) as part of general international law, highlighting the difference between *ius ad bellum* (the legitimacy of armed operations) and the *ius in bello* (the law applicable during armed conflict). It introduces the student to the history and codification of IHL. The legal bases for IHL principles and rules are explored, including the four Geneva conventions of 1949 and the two additional protocols of 1977. The course then focuses on the classification of armed conflicts, the classification of the participants in an armed conflict, the conduct of hostilities, the protection of those affected by armed conflict, including prisoners of war and civilians, and the implementation and enforcement of IHL through national and international mechanisms. It also explores and debates some of the contemporary challenges confronting IHL today. This includes cutting-edge issues such as the legal challenges posed by new technologies, including cyber warfare and autonomous weapons, as well as more traditional issues such as sieges and terrorism. Real-world examples and case studies will be used to translate theory into practice.

Prerequisite: Law101

Criminal Law

LAW 203G

This course offers an introduction to criminal law and the criminal justice system, beginning with a historical overview of criminal law and its aims. Through a look at the historical development of criminal law, basic concepts are addressed such as the acts classified as crimes, the distinction between more serious offences (felonies) and less serious offences (misdemeanours), punishments (including incarceration and fines), the difference between the prosecuting office and the tribunal/court, the investigation process, the role of law enforcement agencies and victims' rights. Penal codes of several countries will be used to illustrate a comparative overview of criminal law.

Law and Technology

LAW 205G

With law often playing catch-up to today's technology driven society, the study of how law interacts with technology is more critical now than ever before. The course Law and Technology will provide a forum for discussing the legal challenges associated with new and emerging technologies in the digital age. The course covers different domains such as internet governance, intellectual property, privacy, data protection, digital currency, as the various ways technological developments can exert pressure on existing legal concepts and legal institutions. This course covers regulatory issues in the spheres of international and European law providing cutting-edge knowledge within the burgeoning field of technology regulation. This course on Law and Technology aims to give answers to the complex and dynamic issues arising in this diverse and rapidly changing field.

International Trade Law

LAW 206G

This course analyses the legal aspects of the multilateral trading system based on the World Trade Organisation (WTO). The class is designed to give students an overview of the main rules of international trade law and will examine the political and economic drivers of the present times, including the emerging tensions among trading super-powers (e.g. US-China), the increasing role of preferential agreements, the resurgence of protectionist temptations and the need to deal with the environmental emergency. The objective of this course is to give students a comprehensive overview of the functioning of the WTO and of the set of rules established by the WTO Agreement, seen in a

dynamic perspective, which will allow them to understand the mutual interactions between the legal instruments and the political-economic reality. The course will analyse more in detail the following topics: non-discrimination rules (most-favoured nation treatment and national treatment), tariff and non-tariff barriers, WTO institutions and dispute resolution system, bilateral and multilateral trade relations, rules against unfair trade and the dialectic between trade and other important interests (including security, environmental and social protection, protection of life and health, public morals).

Public International Law

LAW 208G

The course's fundamental objective is to go beyond the students pre-acquired, basic knowledge of public international law which they obtained in Introduction to International and EU Law and to provide them with a more advanced and critical understanding of its fundamental principles and doctrines. The lectures deal with the most important public international law topics, while taking into account the impact of rapid societal developments, globalisation and global governance. These topics include: foundations, history and nature of international law; sources of international law with special regard to modern theories of law making and zooming in on reservations to treaties; subjects of international law (states and non-state actors, including international organisations); jurisdiction and immunities; interactions between international and national law; responsibility of international subjects; dispute settlement mechanisms and law enforcement; and the use of force. In addition, the students will be introduced to some of the major substantive fields of international law, including international criminal law and international economic law.

Prerequisite: LAW101G

Human Rights

LAW 2010G

Liberal democracies are committed to respect human rights throughout their activities, policies, law etc. Hence, human rights need to be mainstreamed not only by public authorities, but also in law curricula.

The course on Human Rights aims to provide students with a thorough understanding of the main features of the human rights paradigm, while zooming in on two themes of high contemporary relevance: the pluriform society on the one hand and 'business and human rights' on the other. Accordingly, the course on Human Rights has three components. The first (and major) component concerns the general human rights framework and its main tenets. The second focuses on human rights in the pluriform society (exploring the way human rights law protects the rights of particular groups that are considered 'different'). Groups that are focused upon include ethnic and religious minorities, and LGBTI. The third component zooms in on the complex relation between businesses and human rights, and more particular the triangular relationship between businesses, their home and host states and persons/communities affected by business activities (and their supply chains).

Prerequisite: LAW 101G or with prior written permission from the instructor

Sustainable Development Law

LAW 2011G

This course provides a comprehensive understanding of the (international and European) sustainable development legal framework. It assesses how the diverse dimensions of sustainable development according to the agenda 2030 (Sustainable Development Goals (SDGs)), this is,

people, peace, partnership and prosperity, interact with the planet (protection of ecosystems). The students will become familiar with the main concepts and legal frameworks related to sustainable development, mainly adopted in fora such as the UN Environmental Programme (UNEP), the UN Economic Commission for Europe (UNECE), the Council of Europe (CoE), and the European Union (EU). The students will also assess the most important topics by focusing on key judgments of international and European courts. These salient topics refer to how human rights, trade and investment, partnerships (development cooperation, value chains) and peacebuilding interact with environmental law and have an impact on ecosystems.

Prerequisite: LAW 101G

LAW 2014 G Law of International Organisations

LAW 2014G

This course introduces students to the history, typology and basic principles of the law governing international organisations (IOs) as well as the legal challenges they face. The first part of the course aims to provide students with an overview of the legal foundations of this topic. The organisation and structure of different IOs is examined, together with their status and international legal personality. The course addresses other horizontal questions, such as the relationship between the IOs and their membership and the degree of integration they achieve, the legal effects of acts adopted by IOs, rules on their responsibility, privileges and immunities and the settlement of disputes within and between the IOs. The presentation of horizontal topics is also analysed from the perspective of the European Union (EU) as a sui generis international organisation. The second part of the course concentrates on specific case studies to familiarise students with various international organisations from different perspectives. For example, International organisations and the law of Trade and Economics (WTP, IMF, World Bank), the analysis of different regional international organisations and their diverging approach to common competences (AU, OAS, ASEAN, Mercosur, Eurasian Economic Union, CARICOM), the rendering of international justice (through different international courts set up by different organisations, such as the ICJ, ECtHR, ITLOS, ICSID, ICC, UN specialised chambers).

Prerequisite: LAW 101

Advanced Business Law

LAW 211G

This advanced-level course illustrates that no aspect of business life is entirely free from legal aspects. Building on the concepts learned in Business Law (LAW 111G), students will further examine the sources and components of Business Law as well as conflicts of law, competency of courts and various legal regimes governing international business transactions and operations. Students will focus on special problems concerning sales contracts, product liability, property, creditor's rights & debtor protection, secured transactions, company law, franchises, mergers and acquisitions, bankruptcy and receivership. Throughout the course, students will gain enhanced critical-thinking skills and the ability to successfully identify and analyze legal issues within the business context. Finally, in examining emerging trends in Business Law, this course addresses legal ethics as applied to international business.

Prerequisite: LAW 111G

Intellectual Property and Information Technology Law

LAW 213G

The first half of this course introduces students to the four primary types of intellectual property

protection: patent, copyright, trademark, and design rights. Students will gain a basic understanding of the various grounds for and limitations of such protections by exploring the policies and legal principles which support European protection of intellectual property rights and as well as the sources of those rights. Special topics include validity of rights, registration, infringement, remedies and international aspects of these laws. The course also examines recent developments in EU law. The second half of the course, on Information Technology (IT) law, relates to regulating the internet and computing. It considers legal issues surrounding privacy and data protection online, surveillance, cybersecurity, e-commerce and digital currencies. It highlights the need to balance carefully various interests, rights and concerns online using an international, supranational and national legal framework.

EU Constitutional Law

LAW 222G

This course delves into the constitutional order of the European Union. It brings students into an academic journey across the fascinating and complex system of the European Union institutions, their decision-making processes, their history, and the set of rules and principles that govern the Union. Moreover, students have the opportunity to develop an insightful view into the different powers of the European Union. This course would not be complete without the study of the European Charter of Fundamental Rights and the Court of Justice of the European Union. To give students a well-rounded understanding of the complex and shifting future of the Union, particular emphasis is given to specific areas of integration, such as foreign policy, environment, energy, climate change, the monetary union and freedom, security and justice. This course provides a multidimensional perspective of the legal, economic and political aspects of the constitutional order of the European Union examining them in the light of contemporary developments.

Prerequisite: LAW 101G or with prior written permission from the instructor

Comparative constitutional law

LAW231G

Constitutional models adopted by states have a direct impact on many aspects of society: respect for the rule of law, respect for human rights, economic relations, distribution of competences among public powers, interaction with regional and international organisations, etc. Although comparative constitutional law has traditionally focused on European constitutional models and how they have been transplanted and diffused worldwide, current developments and globalisation have also re-shaped the scope and relevance of constitutional law worldwide. This course seeks to develop the student's ability to understand constitutional law from a comparative perspective. Therefore, the course addresses the main concepts of constitutional law, complemented by a practice-oriented component, seeking to improve comparative methodological skills applied to the main topics of this area.

Prerequisite: Law 102G or with prior written permission from the instructor

Methods: Legal Analysis, Research and Writing

LAW 271G

What is it that (international) lawyers do? How do they think, argue and write? The course will aim at providing answers to these crucial questions, while equipping you with the methodological and practical skills necessary to navigate the world as a lawyer. In this course, you will learn how to find the resources necessary to be an effective lawyer; how to weave them together in order to produce

a convincing legal argumentation; and how to engage in scholarly research on (international) law. The course will be discussing general themes relevant to every lawyer, but the focus in terms of case studies and literature used will be on international and European law.

Prerequisite: LAW 102G or with prior permission from the instructor

Legal Aspects of Migration

LAW 304G

This course provides a detailed introduction to the international and European legal frameworks relating to migration. It aims to provide students with a good understanding of the different legal frameworks that govern the phenomenon of human migration and an appreciation of how these legal frameworks are applied in practice within the European Union. The course introduces the students to the founding principles and the sources of the international law of migration, and then continues with refugee law, starting with the global standards as devised at UN level and moving on to the development of the EU's common european asylum system. The course then covers the EU's legal framework on EU citizenship and the free movement of persons, the Schengen area and EU instruments relating to the regular migration of third country nationals before concluding with the EU's return policy.

Prerequisite: LAW 101G, LAW2010G and LAW222G

Competition Law

LAW 311G

Students will examine the role of competition law and policy, at both the EU and national levels and within the global economy. The different regimes of competition law will be closely analysed, including the interaction between trade and competition and the process of internationalisation of competition law and policy. Students will explore various issues related to competition law, including abuse of dominant position, anti-competitive agreements, the interface between Intellectual Property Rights and competition law and other current issues related to business strategy.

Prerequisite: BUS 101G or LAW 111G or with prior written permission from the instructor

EU Law of the Internal Market

LAW 322G

This advanced course provides a systematic analysis of the internal market and focuses on the four freedoms, namely the free movement of goods (including custom duties and taxation, quantitative restrictions and similar measures), the free movement of services (including the freedom of establishment), the freedom of movement of people and the free movement of capital. Related topics will also include consumer protection, unfair commercial practices, harmonisation of legislation and the digital single market.

Prerequisite: LAW 222G or with prior written permission from the instructor.

Capstone in International and EU Law

LAW 391G

The aim of the Capstone course is to allow students at the end of their 3-year BA studies to synthesize and draw on all their acquired knowledge and skills in order to apply them to a complex, real-life policy problem in the area of International and European Law. A core element of the learning process and format is the presence of an "external client" (normally a high-level official representing a major International Organisation) who sets the main policy-advice task for the students. To this end, course

participants are required to have completed all methods courses and should apply in-depth knowledge of International and European Law as well as legal analysis to a contemporary policy problem.
Prerequisite: LAW 271G and third year standing in the Law major, or with prior written permission from the instructor.

BA Thesis in International and European Law – Seminar I

LAW 395G

This course introduces students to research skills that form the basis of any independent research assignments. The introductory nature of the course provides students with the necessary tools to undertake independent research. Seminar I for the BA Thesis in International and European Law requires students to formulate and devise a research question for their BA Thesis topic as well as to choose and apply advanced research methods specific to the field of International and European Law in order to investigate their major research topic. In this seminar, students will acquire knowledge and skills of advanced research methods and will complete their preparatory work for conducting major research on their BA topic which will serve as a foundation for finalising their thesis writing in BA Thesis Seminar II.
Prerequisite: LAW271G and third year standing

BA Thesis in International and European Law – Seminar II

LAW 396G

After completing the BA Thesis Seminar I, students are required to complete their BA Thesis, applying advanced research methods acquired in BA Thesis Seminar I. Under the guidance of their thesis supervisor, students will finalise the writing process and have the opportunity to receive peer-to-peer feedback by presenting preliminary results in seminars and roundtable discussions.
Prerequisite: LAW 395G

Languages

Arabic (LAR)

Elementary Arabic

LAR 101G

This is a course of Modern Standard Arabic, the language that comes closest to a Lingua Franca in the Arab World. It enables students to read modern texts and follow the news (decipher headlines and look up words that are unknown) and most important provides them with the tools to constantly improve and broaden their knowledge by engaging in conversation with locals who speak Arabic and ask for words and expressions that are new to them. Since the Arab culture is often described as an "oral culture" students of Arabic benefit greatly from this approach. They will also get an insight into the diversity of the Arabic language and the main differences between the biggest groups of dialects. At the end of the course participants will be able to have a simple conversation with native speakers, as well as getting a grip of the local variety they speak. In order to achieve that we use not only a classical teaching book, but also recorded texts (mostly with transcripts), songs and films from different countries where Arabic is spoken and one or the other social media entry. This course is a door-opener helping you to make your first steps into the Arab-speaking part of the world and will get you as far as your enthusiasm carries you, once you got the hang of it.

Chinese (LCH)
Elementary Chinese

LCH 101G

This course teaches Mandarin Chinese, which is used as official language in Taiwan and mainland of P.R. China. Equal emphasis will be given to listening and comprehension, speaking, reading and writing. The objective is to lay solid foundations for further learning of Chinese. The course will be conducted, as far as possible, in Chinese from the beginning. After this course students should be able to speak with correct pronunciation and tone, write all strokes in the correct order and some Chinese characters, understand and read simple conversations and texts. The course will also expose students to various aspects of Chinese culture. It is designed for students with no prior knowledge of Chinese.

Dutch (LDU)
Elementary Dutch

LDU 101G

This course focuses on listening and understanding, vocabulary and basic practical grammar. After these courses students should be able to manage to live in a Dutch-speaking environment, to participate in everyday conversations, to read and understand basic Dutch texts and to compose simple written work. Students will also learn more about Dutch/ Belgian culture. This course is designed for students with no prior knowledge of Dutch.

French (LFR)
Elementary French I & II

LFR 101G, LFR 102G

This sequence focuses on listening and understanding, vocabulary and basic practical grammar. After these courses students should be able to manage to live in a French-speaking environment, to participate in everyday conversations, to read and understand basic French texts and to compose simple written work. Students will also learn more about French/ Belgian culture. LFR101G is designed for students with no prior knowledge of French, whereas LFR102G is for students with the equivalent of one semester of college French as assessed by a placement test.

Intermediate French I & II

LFR 201G, LFR 202G

This sequence focuses on the acquisition of major elements of French grammar, as well as an intermediate level of comprehension, accurate and active communication skills and a broader coverage of vocabulary. A great emphasis is put on speaking skills and integrated grammar and vocabulary acquisition. General francophone cultural, social and political topics are discussed at an intermediate level.

Prerequisite for LFR200 level: LFR102G or placement test.

French for International Affairs

LFR2 31G

This course prepares students to become more fluent communicators in the world of international affairs and enables students to acquire the necessary vocabulary and practical language skills to gain confidence in this specific language setting. Students with an intermediate level of French as a

second/foreign language are welcome and will be offered the opportunity to study the language in a context specific to international affairs, according to the CLILL-pedagogy of content language learning. Students are expected to work independently online, but their progress will be closely monitored through weekly assignments and feedback from the instructor.
Prerequisite for LFR200 level: LFR102G or placement test.

Legal French

LFR 232G

This course prepares students to enter the francophone legal world and enables students to acquire a vocabulary and the practical language skills necessary to perform adequately in a francophone legal or judicial setting. Designed for both native speakers and students with an intermediate or advanced level of French as a second/foreign language, the course is taught according to the CLIL-pedagogy of content and language integrated learning. Students are expected to work independently online but their progress will be closely monitored through weekly assignments and feedback from the instructor.
Prerequisite for LFR200 level: LFR102, placement test or native speaker

Advanced French I & II

LFR 301G, LFR 302G

The two courses are comparable in their methods of instruction, as they are content courses taught in French enabling students to master advanced vocabulary, to practice grammar, to organise class discussions, to write essays, and to do oral presentations and/or extracurricular projects, but each has its own programme and its own theme. The two courses complement each other in the development of vocabulary, comprehension, writing and oral skills, and may be taken in any order. General francophone cultural, social and political topics are discussed at an advanced level.
Prerequisite for LFR300 level: LFR200 level or placement test.

Business French

LFR 331G

This course prepares students to enter the francophone business world and enables students to acquire the necessary vocabulary and the practical language skills necessary to perform adequately in a francophone business setting. Designed for both native speakers and students with an advanced level of French as a second/foreign language, the course is taught according to the CLIL-pedagogy of content and language integrated learning. Students are expected to work independently online but their progress will be closely monitored through weekly assignments and feedback from the instructor.
Prerequisite for LFR300 level: LFR200, placement test or native speaker

Mathematics (MTH)

Mathematics for Business and Economics

MTH 140G

Teaches the mathematical skills required for problem solving and decision making in the business world through use of mathematical models and specialised techniques. Topics include: functions as mathematical models, equation-solving techniques, differential and integral calculus, exponential growth and time-value of money and partial derivatives and their applications in economic functions.

Politics and International Affairs (POL)

Global Politics

POL 101G

This course is an introduction to International Relations with a focus on the 'global' dimension of politics. It gives an overview of the history and theory of international relations, paying attention to enduring concepts and contemporary issues of global politics. Students will study concepts and issues such as the role of the state, the nation and sovereignty in the international system; how the international relations theories conceptualise power; what are the conditions for peace and the causes of war. The knowledge of these concepts and the debates they shape in the IR field form the foundation of any understanding of past and current international affairs. The course starts with a presentation of the main theoretical approaches to the study of IR and explores the central concepts in the field. The final part of the course analyses the nature of the evolving importance of the IR discipline in global politics today. The course is designed for undergraduate students in international affairs, political science and related disciplines, who desire to develop or consolidate a solid grasp of the IR discipline.

Introduction to Comparative Regional Studies

POL 111G

This course aims to provide students with an understanding of different regions and the political challenges they are facing, as well as the emergence of regional political and economic cooperation and integration in response to some of these challenges. Grounded in both comparative politics and regionalist studies, the course examines what constitutes regions as well as why and how states within regions choose to cooperate with each other. In doing so, it takes Europe and European integration as a starting point before moving to the transatlantic region, the post-Soviet space, sub-Saharan Africa and the Arab world. The objective is to both understand why different regions have chosen different paths with regards to how far they are willing to engage in cooperation as well as what types of challenges they are facing more generally in political terms.

Comparative Political Systems

POL 201G

This course offers foundations for studying comparative politics, "the study of politics predominantly within countries," at an advanced level. In addition to substantive knowledge about major themes in the field, the course provides students with analytical and methodological tools to study the state of the art in comparative politics. Students will be exposed to methods such as game theory, experiments, and statistical analysis. Rather than focusing on increasing students' knowledge about specific countries, the course will train students to critically examine problems in comparative politics. Topics covered in the course include conceptualisation and measurement of democracy and dictatorship, economic and cultural determinants of democracy and dictatorship, group decision making, parliamentary, presidential, and semi-presidential democracies, electoral systems, social cleavages and party systems.

Prerequisite: POL 101G or POL 111G

Theories of International Relations

POL 212G

The course introduces and explores core concepts, approaches and arguments of International Relations

Theories. Students will engage with key debates and controversies in world politics from a distinctly theoretical perspective. By engaging with central theoretical paradigms and key authors (ranging from the realism/liberalism/constructivism paradigms and its 'neo'- variants to more critical and more recent perspectives) students will acquire a nuanced understanding of debates and controversies in International Relations scholarship. On the practical level, the course also focuses on strengthening students' research, team-work and public speaking skills through essay-writing, presentations and seminar-leading exercises. Prerequisite: POL 101G

Western Democracy in Crisis: Post-Truth Politics and the Rise of Populism

POL 214G

This course will examine one of the defining political puzzles of our time: from the EU referendum in the United Kingdom to the presidential election in the United States and the rise of populist forces everywhere in Europe, there is a growing realization that truth may no longer be relevant to politics. 'Post-truth' politics – the Oxford Dictionaries word of the year – threatens to turn Western liberal democracy upside-down. The public scorns at politicians, technocrats and experts; conspiracies and viral hoaxes run rampant in social media; objective facts are less influential in shaping public opinion than appeals to emotion and personal belief. We will use an interdisciplinary approach – with lectures, group activities and assignments – to examine the philosophical underpinnings, the evolution and the effects of populism. In the course of seven weeks we will consider a range of questions such as: is populism a crisis of democracy or a legitimate revolt of the masses against their shrinking political importance? To what extent can populism be considered as a descendant of 18th Century Romanticism? What are the 'post-truth' challenges to the European Union, the transatlantic security and the liberal world order? Prerequisite: POL 101G or HIS 101G

Understanding Contemporary Conflicts in the Euro-Mediterranean Region

POL 222G

Formerly known as 'Understanding Contemporary Conflict in Europe and Beyond', this is an EPSS course on the history and the politics of contemporary conflicts, with a specific focus on the Mediterranean region and the impact that its dynamics have had on European security. It will provide an understanding of the historical roots, conceptual foundations, and current developments characterising the conflicts of this area. The course is divided into three parts: the first part will be focused on understanding the historical developments and changes in warfare and the tools to analyse and manage conflicts. The second part of the course will deal specifically with the most important historical developments that have created the conditions for the current conflicts in the region. The role of Europe in the formation of the contemporary Middle East will be highlighted. The third part will focus on current crises in the Middle East, dealing with four specific case studies: the Arab-Israeli conflict, the Syrian civil war, sectarianism in the Middle East and the rivalry between the Islamic State (IS) and Al-Qaeda in the Jihadist camp. Prerequisite: POL 101G or HIS 101G

Ethnic Conflict, Reconciliation and Post-war Reconstruction

POL 223G

This interdisciplinary course is aimed at students interested in the study of peace and conflict resolution, international relations, political science, sociology and history. It combines a historical overview of the breakup of Yugoslavia and the wars of 1990 with a theoretical discussion on peace and conflict resolution. The course consists of a series of lectures and presentations during which students look at the main events

and causes that led to the break-up of Yugoslavia in the 1990s as well as the impact the conflict has had on the security, economic, demographic, and religious situation in the region. No background in Yugoslav history or politics is required. The role of nationalist ideology and organisation in the breakdown and building of state structures is a key element of this course, as is (often violent) conflict surrounding the implementation of state-building projects. A final element of major significance is the impact of international intervention or world geopolitics, particularly the interests of Great Powers and their attempts to shape state-building projects of local actors. The course assists students in identifying and analysing the causes of the Yugoslavian conflict, and more importantly, learning how to anticipate such conflicts in the future.

Prerequisite: POL 101G or HIS 101G

Global Terrorism, Counter-Terrorism and (De-)Radicalisation

POL 225G

This course seeks to enhance students' understanding of ideological, strategic, and operational characteristics of global terrorism and radicalisation in the 21st Century. Students will critically assess and define terms associated with politically motivated non-state violence, and explore the development, motives, and strategies of terrorist groups and examine radicalisation processes and tactics. The focus of this course will be on terrorist groups operating in and from the Middle East, Africa, and South-East Asia. Emphasis is placed on the global debate about the threat of terrorism and the role of the media in terrorist attacks. We will also evaluate the methods used by national and international state and non-state actors to control terrorism and radicalisation and assess the consequences and success of these responses. This course introduces students to policy debates, theoretical literature as well as statements produced by perpetrators such as jihadists to create a comprehensive understanding of terrorism. This course places heavy emphasis on the professional writing, analysis, briefing, conduct, and other skills needed for careers in anti-terrorism and security.

Prerequisite: POL 101G

Security, Migration and Cultural Diversity in Europe

POL 227G

Recent events from the terrorist attacks in France and Belgium to the US presidential election through the Brexit referendum in the UK have highlighted the saliency of migration and cultural diversity in industrialised societies and the frequent linkages being made between 'migrants' (or 'culturally others') and security in its broadest sense. The main aim of this EPSS course is to equip students with the knowledge and analytical skills necessary to explain how migrants and minorities have come to be seen as threatening and the public policies that have been developed in that respect, as well as evaluating the consequences for those at the receiving end of these discourses and policies and for industrialised societies more broadly.

Prerequisite: POL 101G

Emerging Technologies and Global Security

POL 228G

Blockchain currencies, Artificial Intelligence, Internet-Of-Things, and drones have become part of everyday vocabulary. Dual use capabilities of these technologies prompt the question about the implications of these technologies for the European security. This course provides theoretical foundations for understanding how emerging technologies can change the balance of power between state and non-state actors and between large and small states, and how the technological changes impact international

relations. The course then applies these insights to the question of arms control and non-proliferation, hybrid and cyber warfare, maritime security, border security, and conventional warfare.

Prerequisites: HUM 101G and POL 101G

European Union Politics: Introduction to the European Union

POL 231G

This course focuses on the European Union's integration, institutions, decision making processes and major policies and on the theoretical approaches to studying European integration. The course is divided into 4 major parts. Part one provides a historical overview and analyses evolving treaty framework in the European Union. Part two details the organisation and functioning of the European Union institutions including the European Commission, the Council of the European Union and the European Council as well as the European Parliament and the European Court of Justice. Part three deals with policy processes and the making of legislation in the European Union and focuses on selected policy areas. The final part of the course focuses on the major theoretical approaches to studying European integration including neofunctionalism, intergovernmentalism, neo-institutionalism and constructivism(s).

Prerequisite: POL 101G

The EU's Approach to Democratisation and Human Rights

POL 233G

This course examines the historical evolution, policies and overall track-record of major European countries and the European Union itself in the field of democratisation and the promotion of human rights. The first part of the course provides a comprehensive overview of the main conceptualisations, debates and core issues related to human rights and democracy promotion. The second part of the course consists of a critical analysis of both the internal and external human rights policies and democratisation efforts of the European Union and major European states.

Prerequisite: POL 101G

International Organisations and Global Governance

POL 243G

This course provides an analysis of the historical evolution, policies and impact of core International Organisations in the field of Global Governance. Students examine and evaluate the policy-making processes, successes and failures of major International Organisations in addressing core global challenges, such as global peace and security, global economic governance, development and the global fight against hunger, climate change and environmental governance, the global rule of law, human rights and democratisation.

Prerequisite: POL 101G or HIS 101G

The United Nations and Global Governance

POL 244G

This course introduces and explores the history, institutions, core policies and impact of the United Nations in the context of 'contemporary global governance'. Emphasis is placed on assessing the UN's core institutions (Security Council, General Assembly, ECOSOC, UN Secretariat and Secretary-General) and the UN's policies in the fields of peace and security, human rights and (sustainable) development. Particular emphasis is placed on UN Peacekeeping. Students are encouraged to critically assess the

UN's effectiveness and options for reform, whilst appreciating the persistent challenges of global governance in the context of a multiplicity of actors without formal, overall coordination. The course also provides students with an opportunity for critical in-depth (tutorial) discussion, group work and in-depth research into the role, function and performance of the United Nations in the policy fields discussed in the course.

Prerequisite: POL 101G or HIS 101G

History and Politics of the Modern Middle East

POL 261G

This is an introductory course to Modern Middle Eastern Studies. The course introduces students to some of the major historical, political and cultural events that have affected the Middle Eastern region since the fall of the Ottoman Empire. It is an interdisciplinary course that examines key historical and political milestones that have shaped, defined and redefined the Modern Middle East since the beginning of the 20th Century: modernity, colonialism, nationalism, ethnicity, identity and religion, state formation, democratisation, wars and geography as well as the impact of external influences on the region. The course also touches upon recent events in the region, in particular the Arab uprising and the on-going Israeli-Palestinian conflict. Given the complex history of the region, current events cannot be dissected from the Middle East's history alone. This introductory course will provide students with basic building blocks that will enable them to better understand and analyse today's events and conflicts in the greater context of the region's historical, political and cultural developments over the past 100 years. The course includes film viewings as well as guest-lectures by experienced practitioners and policy-makers.

Prerequisite: POL 101G or HIS 101G

US Foreign Policy

POL 262G

This course examines the evolution and pursuit of US interests by the United States Government internationally over the 20th Century through to today. It investigates the evolution of US foreign policy in the context of conflicting regional nationalisms, sub-regional poles of power, competition with the Soviet Union, and the post-9/11 era. This course draws upon readings, lecture, class discussion, and crisis simulation to foster an understanding of the history of U.S. foreign policy and help students develop an analytic framework for understanding current policy debates.

Prerequisite: POL 101G or HIS 101G

Russian Foreign Policy

POL 263G

This course introduces students to the key developments in Russia's foreign and defence policy. It closely examines the drivers, policy tools and constraints Russia faces when seeking to achieve its foreign policy objectives. Students also learn to apply major theories of international relations to the analysis of specific countries' foreign policy decisions and to the development of policy recommendations for emerging security challenges.

Prerequisite: POL 101G or HIS 101G

Advanced Theories of International Relations

POL 303G

This course takes an in-depth look into international relations theory and places them in the context of contemporary politics. The course provides an overview and critical analysis of the important scholarly debates. Students learn to think critically about different theoretical assumptions and practice applying them to real cases from global politics. In addition to contemporary politics, students draw on their history knowledge to contextualise different theories and their origins. The format of the course includes some lectures paired with seminars where students analyse readings of the core theoretical texts and analyse their own views on the merits and limitations of different theoretical approaches. Thus, class discussions and seminar presentations are among the core activities of this course which is designed to equip students with the theoretical knowledge they need to carry out rigorous research for their BA thesis.

Prerequisite: POL 212G

International Political Economy

POL 311G

This course studies the interactions among political, economic, and social institutions and processes and how they affect international relations. It describes mercantilist, neoliberal, radical, and contemporary approaches to international political economy. Students analyse the structures of trade, finance, security, and knowledge and compare change, transition, and development in different regions. Furthermore, this course analyses global problems, including energy, migration, and environment.

Prerequisites: ECN 101G and POL 101G

International Relations of the Korean Peninsula

POL3110G

This course is designed to provide students with the theoretical tools, historical cases, and current issues they need to understand international relations in East Asia and the Korean Peninsula. First, this course will, therefore, introduce students to the wide range of topics that make up the study of international relations in East Asia, including a brief history of the region, basic theoretical concepts, and diverse issues including territorial disputes, the North Korean nuclear program and economic sanctions, economic integration and institutions, and economic crises. Then, the second part of this course will explore the dynamics and key topics related to South Korea such as its economic development, democratization, and Korean waves.

Prerequisites: POL101G and HIS101G

NATO and Transatlantic Approaches to Security

POL 321G

This EPSS course explores the history, track record and major political and policy challenges related to both the North Atlantic Treaty Organisation (NATO) and wider US-Europe transatlantic relations more generally. Students examine the waxing and waning of US-EU relations in the field of security and assess the evolution, institutions, policy-making processes and impact of NATO's core security policies. The final part of the course invites students to explore emerging and future challenges NATO and US- EU relations will face.

Prerequisite: POL 101G

Military Approaches to Security

POL 322G

This EPSS course provides an in-depth analysis of core actors, as well as key dimensions and approaches to promoting security through military means. Particular emphasis will be placed on the so-called 'comprehensive approach'. The course provides a conceptual and theoretical introduction to military security by focusing on the concepts of threat, risk, security and conflict and explains their evolution. It discusses the changing nature of war and the complexity of today's conflicts and analyses the role of the military in security issues such as deterrence; arms control and disarmament; proliferation of weapons of mass destruction, small arms and light weapons; and failed states. The course will also explore how the role of the military is influenced by the privatisation of international security and the evolution of military equipment. Finally, students study the role of the military in state-building, the specificity of the military in crisis management, and the main approaches to peace support operations and military crisis management in the UN, EU and NATO frameworks.

Prerequisite: POL 101G

International Approaches to State-Building, Reform and Good Governance

POL 324G

This interdisciplinary course is aimed to engage students in debates on the origins, development and deterioration of states. Approaches to promoting good governance and state-building as part of post-Soviet transition, African studies, development studies, security studies, post-conflict reconstruction, have been the subject of numerous academic and policy debates. Students learn about these different approaches as well as how they are interlinked with democracy assistance and security sector reform initiatives. Students review the indicators for state capacity and good governance, assess issues critical for the development of states in transition and will discuss models of state-society relationship. While this course primarily focuses on the role of the international actors in state-building efforts, it also focuses on issues linked to the concept of nation, national movements and civil society. The course consists of lectures, seminar discussions and includes guest speakers as well as interactive exercises.

Prerequisite: POL 101G

Policies in the European Union

POL 333G

This course aims to familiarise students with institutions, actors and policy patterns of EU policy domains (agriculture, regional development, environmental policy, social policy and foreign/security policy), as well as with public policy approaches and concepts used to analyse EU policies. It addresses some of the challenges of EU policy-making: asymmetry, path dependency, complexity, accountability, legitimacy, public participation, implementation and monitoring deficits, hierarchical authority, enlargement, etc. This course refers extensively to policy cases and domains to clarify theories and concepts, which are juxtaposed to highlight explanatory advantages and weaknesses.

Prerequisite: POL 231G

The European Union in the World

POL 334G

This course explores the changing role of the European Union (EU) on the global stage. It examines the evolution of the EU's global influence through an analysis of several key areas of influence, including enlargement, trade and economic policy and the development of defence policy.

Prerequisite: POL 101G

Emerging Powers in the Global Order

POL 342G

The course analyses the challenges of Global Governance and the role played by emerging countries (BRICS+) in the new global order. It analyses the key drivers and challenges to the emergence of these countries, their major foreign policy priorities, the rationale behind their engagement in international multilateral organisations/institutions and the ways in which they try to change the balance in the global system. Firstly therefore, this course presents and studies the key concepts that continuously shape its content and reviews the various strategies that global powers can use to 'emerge'. Second, it looks specifically at the power structures of a number of emerging countries and at their external strategies. The country case studies focus on Brazil, Russia, India, China, South Africa and a few others (BRICS+). Third, students look at the ways in which these states engage into the international governance structures, the tools they use and the efforts they make to influence or redesign current structures. To do this, the course discusses certain international issues such as the global economy, development cooperation, climate negotiations and global security. Finally, students explore the strategies developed by established powers (the US and the EU) to confront these new powers and look at possible scenarios for future global structures.

Prerequisite: HIS 101G or POL 101G

Global Economic Governance

POL 343G

This course provides an overview of the evolving architecture, functions and outcomes of global economic governance. It assesses the establishment and the role of international institutions, including the International Monetary Fund, the World Bank, the World Trade Organisation and their capacity to deal with global challenges. The course also examines the role of international rules, norms, practices and institutions that have been challenged in the recent financial crisis. Students analyse how international institutions facilitate cooperation and mitigate conflict in the world economy. Students also take a look at issues such as the role international trade, finance and development through the prism of international politics.

Capstone in International Affairs

POL 391G

The International Affairs Capstone course provides students with an opportunity to integrate their knowledge and apply the skills acquired throughout their studies to a concrete policy problem. As the final, summative and integrative course of the IA programme, students apply their knowledge and skills in a highly independent, theory-driven, but policy-oriented manner. For the duration of the Capstone course, students work on a real-life problem and act as policy advisers or policy analysts for a 'client' (policy-maker from Brussels-based organisations, such as the European Union or NATO). By calling for the integration and application of their multi-disciplinary knowledge, the Capstone course seeks to prepare students both for independent research at the graduate level and to bridge the gap between academic studies and the professional realm of policy-oriented analysis.

Prerequisites: third year standing

BA Thesis in International Affairs – Seminar I

POL 395G

The first part of seminar for the BA Thesis in International Affairs requires students to formulate and devise their research question for their BA Thesis topic as well as to choose and apply advanced research methods specific to the field of International Affairs in order to tackle and investigate their major research topic. In this seminar, students will acquire knowledge and skills of advanced research methods and will complete their preparatory work for conducting major research on their BA topic which will serve as a foundation for finalising their thesis writing in BA Thesis Seminar II.

Prerequisite: Third year standing

BA Thesis in International Affairs – Seminar II

POL 396G

After completing the BA Thesis Seminar I, students are required to complete writing their BA thesis, based on the research design proposed in BA Thesis Seminar I. Under the guidance of their thesis supervisor, students finalise the writing process and present intermittent results in senior seminars and round-tables. The final oral defence/presentation of the thesis' results will take place in the context of the College's public 'undergraduate research day'.

Prerequisite: POL 395G

Psychology (PSY)

Introduction to Psychology

PSY 101G

This course is aimed to provide students with an introduction into the research field of psychology. Students get acquainted to core concepts and existing domains within Psychology. Psychology as a scientific discipline and the interconnection between sub domains in Psychology are central issues in this course. Topics that will be treated include: what is psychology, biology of behaviour, sensation and perception, states of consciousness, learning and adaptation, motivation and emotion, development over the life span, personality, adjusting to life (stress, coping and health), psychological disorders, social thinking and behaviour, etc. Theory will be supported by demos, class experiments, exercises and film fragments.

Social Sciences (SSC)

Intermediate Qualitative Research Methods

SSC 271G

This course will give an overview of key qualitative methodologies relevant for Business, Communications, International Affairs, and International and European Law majors. The students will learn how to frame a research question, to collect and analyse qualitative data in order to address an important policy or social science issue. Teamwork and interactive exercises will prepare students to pursue an independent research project.

Prerequisite: HUM 101G

This course exposes students to the main quantitative research methods required for analysis in the Social Sciences. Students learn the main methodological approaches from the field of Business and Economics, Communications and International Affairs studies. The course also provides essential skills required for analysing and tackling major research issues.

Prerequisite: STA 101G

Statistics (STA)

Introduction to Statistics

STA 101G

Statistics is the art of using data to make numerical conjectures about problems. Descriptive statistics is the art of summarizing data. Topics include: histograms, the average, the standard deviation, the normal curve, correlation. Much statistical reasoning depends on the theory of probability. Topics include: chance models, expected value, standard error, probability histograms, convergence to the normal curve. Statistical inference is the art of making valid generalisations from samples. Topics include: estimation, measurement error, tests of statistical significance.

ACADEMIC OPPORTUNITIES

Internships

Internships provide an excellent opportunity for students to gain valuable professional experience that can help orient their choices after graduation. At Vesalius College, an internship may be taken as a major elective in our Global Business and Entrepreneurship, International Affairs, and International and European Law majors. Study abroad students frequently opt for an internship with a local firm or institution as part of their studies in Brussels.

Conditions and Application

The Internship Programme is open to students in good academic standing (with a minimum GPA of 2.7 and 90 ECTS by the time of the application for degree-seeking students) as early as the second semester of their second year at Vesalius. The internship should consist of a specific project wherever possible. Vesalius College students are eligible for 'single' internships, worth 6 ECTS credits. Because the College will administer and award credit for the internship, the student must pay tuition for the internship, even when it has been arranged by the student. While only one internship may be taken for credit during a student's academic career at Vesalius, the College encourages all students to undertake internships on their own when possible. The college will provide a 'convention de stage' for the non-credited internship, independently found, to confirm the student status (valid until graduation date, no payment required for the non-credited option).

Study abroad students are eligible for 'single' internships, worth 6 ECTS credits, or for 'double' internships, worth 12 ECTS credits. They are limited to one internship per semester but can apply to the internship programme each semester if on a year-long study abroad programme. Study abroad students are eligible for an internship if they have completed half of the academic credits towards graduation at their home university.

A list of sponsors and a description of internship offerings are available through the Internship Office.

Updated internship catalogues are typically issued according to the following schedule:

| | |
|------------------|---------------------|
| Fall Catalogue | issued late June |
| Spring Catalogue | issued late October |
| Summer Catalogue | issued late March |

Internship profiles have three sections: the first describes the organisation; the second the nature of the work, and the third the sort of candidate the organisation is seeking. The internship profile serves to clarify the nature of the internship for the student and the supervisor. Students may find their own internships, but need to request approval from the Internship Office and the Internship Adviser of the respective major if they want to receive academic credit for the internship.

Students must apply for internships and there is no guarantee that they will be selected. Internship applications take place in the semester preceding the one in which the student wishes to do the internship. Students must be very vigilant and monitor the internship page of the website, so that they are aware of the strict application deadlines each term. Students should select a maximum of three sponsors, and prepare a CV and cover letter for each.

The selection procedure can take time. At registration, students should register for a regular course, then drop that course and add the internship when selected for a position. In addition, delays in securing an internship can mean that the student will need to work more hours per week during the remainder of the semester in order to complete the total number of hours required to receive full credit.

Requirements and Assessment

For the 'single' internship, students work for a minimum of 150 hours (approximately 12-15 hours per week during the Fall or Spring semesters, and 25 hours per week during the summer session). For the 'double' internship, students work for a minimum of 280 hours (approximately 25-30 hours per week in the Fall and Spring semesters). The intern must keep track of the hours spent at the internship in a log that is countersigned by a supervisor at the organisation. The internship will always be unpaid and the student will be responsible for transportation costs to and from the internship site.

The internship is given a letter grade by a Vesalius faculty member. This grade is based primarily on the internship sponsor's evaluation of the student's work and on a 2000/2500-word final report by the student on the internship experience. Other requirements (meeting with a faculty adviser, expected behaviour, etc.) are outlined in a contract drawn up between the student and Vesalius College. Students enrolled in the double internship programme are also required to complete a research project during the semester in addition to completing the above requirements.

It should be noted that, once an internship is accepted by the student and the contract signed, **it is not possible to drop the internship course** without documented proof of extraordinary circumstances preventing the student from completing the course. No fees will be refunded after registering for an internship course.

Study Abroad students who apply for the internship course with the intention of receiving transfer grades and credit for their home university transcript must have obtained **prior approval** from their home university for this credit transfer. Students who find out after obtaining an internship that the credits will not transfer back to their home university will not be considered eligible for dropping the course.

Detailed information on the application procedures and regulations can be obtained from the Internship Office. The list of the internships on offer becomes available during the preceding semester.

Internships Abroad

Vesalius students may request to take an internship as part of their study abroad programme during their SY1/SY2. As with any other course taken abroad, an internship course abroad must be pre-approved by their adviser. The internship abroad must follow the general requirements that are outlined in the Vesalius Internship Programme catalogue, especially with respect to the number of hours worked and the number of credits earned, and must be supervised and evaluated by an academic supervisor at the host university.

Study Abroad

Vesalius College strongly encourages its students to study abroad as an important component of an international, multicultural education. Each semester, the College welcomes a growing number of independent students and students from partner institutions from around the globe, who have chosen to study and live in Brussels. The College also sends some of its own students off to experience the challenges, opportunities and satisfactions of living and working in a different language and culture.

Vesalius students may study abroad either at an institution with which the College has an agreement (Partner Universities – see **Types of Partnership Agreements** section) or at an approved college or university of their choice (Non-Partner Universities).

1) Study Abroad at Partner Universities:

Students are encouraged to study abroad during the third or fourth semester of their Vesalius degree programme. Students willing to study abroad during the last semester should ask for a special permission from the SASC. Please note that this will prolong your studies at Vesalius College.

To be eligible for study abroad with a partner university for a semester, students must meet the following requirements:

- Must be in good academic standing with a cumulative grade point average (GPA) of 2.7 or better **at the time of application**. Since requirements may differ for some institutions, please check with the Study Abroad Office.
- Must have completed at least one full year studying at Vesalius College.
- Transfer students must complete one semester at Vesalius College to be eligible.
- Must submit their request to study abroad (via the 'Study Abroad Request Form') to the Study Abroad Coordinator no later than the **Friday of Week 11** of the term.

Interested students should plan their study abroad one full year in advance of the desired study abroad term. The following time-sensitive conditions must be considered:

1. Time to obtain course syllabi from the host university. If a student is interested in studying abroad during the Fall semester, for example, then he or she would need to consult the course offering at the host university for the term that precedes the one in which he or she wishes to study abroad and obtain all course syllabi.
2. Time for academic adviser approval of the desired host university course syllabi. If course syllabi have not received prior approval, then they will need area specialist approval prior to course registration.
3. Time to apply to the host university and receive the acceptance documents required for the visa application.
4. The visa application procedure can also be quite lengthy depending on the country of destination (3-6 months).
5. The deadline for submitting the 'Study Abroad Request Form' is Friday of Week 11.
6. Interested students must contact the Study Abroad Coordinator, the Head of Academic Administration and their academic adviser during the preparatory stages. The Study Abroad Coordinator will assist them with choosing their host university and programme and will check whether they are eligible to apply. The Head of Academic Administration and the academic adviser will check that the courses that the student plans to take abroad contribute to fulfilling the requirements of the student's major.

The following **steps** must be completed by the study abroad candidate:

1. Check the partner universities and choose one with places available (check with the Study Abroad Office).
2. Obtain a 'Study Abroad Request Form' from the Receptionist.
3. Fill out the form and list the courses to be taken at the host university.
4. Obtain syllabi from the host university for the desired courses.
5. Consult with the Head of Academic Administration to see if Vesalius has previously approved the desired partner university courses. If so, then there will be automatic approval for those courses.
6. If not, consult their academic adviser, with syllabi in hand, for approval of the remaining courses for credit transfer. If the courses for which the student needs approval are not in the domain in which their adviser specialises, then it might be necessary to seek approval from another faculty member with more knowledge of the field.
7. Obtain the signature of their academic adviser to confirm the approval of the university and of the selected courses.
8. Check all the boxes that pertain to the student's responsibilities and then sign the form.
9. See the Head of Academic Administration, who will give the final approval and will determine how the chosen study abroad courses will fit into their overall curriculum worksheet. Obtain the signature of the Head of Academic Administration.

If the student fails to submit the completed 'Study Abroad Request Form' on time (prior to the Friday of Week 11), Vesalius College cannot guarantee that their request to study abroad will be approved.

It is the responsibility of the student to ensure that all Vesalius College and partner university fees are paid in full. Otherwise, Vesalius College reserves the right to prevent the student from receiving transfer credits.

All students approved for study abroad with a partner university are expected to write a 250-word experience report (with attached pictures if possible), which should be submitted to the Study Abroad Coordinator by the end of the semester following the semester abroad.

Grade transfers for Vesalius students studying at Partner Universities

When studying at a partner university, both the grades (including an F grade) and credits earned at the host university are eligible for transfer to the Vesalius College transcript.

Study abroad students are subject to the grading policies and guidelines of the host institution. In the case of study with a partner institution, letter grades received will be transferred directly from the host university transcript to the student's Vesalius College transcript. Grades will not be modified upon transfer, even if the grading scale of the host university differs from that of Vesalius College.

It is the responsibility of the student to arrange with the host university to have an official transcript sent to the Head of Academic Administration of Vesalius College.

Types of Partnership Agreements

As a student at Vesalius College, you can benefit from the many established partnerships that Vesalius College has with excellent universities and institutes around the world. Depending on the type of agreement between Vesalius and its partner, you can spend a period of study abroad as a study abroad

student or as an exchange student.

1. Fee-Paying Study Abroad Agreements:

With this type of agreement, students pay the host institution's tuition and fees, rather than the Vesalius tuition and fees.

2. Exchange and Limited Exchange Agreements:

Under this kind of arrangement, students pay Vesalius College's tuition and fees whilst taking courses at the partner institution. With certain exchange partners, Vesalius College has established a limited exchange agreement whereby, once a certain pre-determined number of students have been exchanged, any additional student wishing to enrol at the partner institution may do so under the terms of a fee-paying study abroad agreement. If a student wishes to study at a university represented by one of our consortium partners, the fees and programme details will vary depending on the host institution. Details of these agreements should be obtained from the Study Abroad Coordinator. If there is only one spot at a host university, the students will be invited for an interview for that spot, remaining candidates can still go abroad but as fee-paying.

Vesalius currently has agreements with the following institutions and consortia:

USA:

American University, Washington, D.C.
Auburn University, Alabama
Beloit College, Wisconsin
Birmingham Southern College, Alabama
Chatham University, Pennsylvania
College of Staten Island, New York
Covenant College, Georgia
Doane College, Nebraska
Hawaii Pacific University, Hawaii
Hobart and William Smith Colleges, New York
Marymount University, Virginia
Oglethorpe University, Georgia
Rutgers University, New Jersey
St. Louis, University, Missouri
State University of New York at New Paltz, New York
University of Denver, Colorado
University of Hawaii at Hilo, Hawaii
University of Illinois, Illinois
University of Mississippi, Mississippi
University of Memphis, Tennessee
University of Missouri, Missouri

Canada:

University of North Carolina, North Carolina

Europe:

Anglo-American College, Czech Republic
Césine Centro Universitario, Spain
IE University, Spain
International University of Monaco, Monaco
Koç University, Turkey

Richmond, The American University of London, UK
St. Louis University Madrid, Spain
The American University of Rome (AUR), Italy
UBIS University, Switzerland
University of Derby, UK
University of Ljubljana, Slovenia
University of Lower Silesia, Poland
University of the West England (UWE), UK

Latin America:

CESA Business School, Columbia
Instituto Tecnológico y de Estudios Superiores de Occidente (ITESO), Mexico
Tec de Monterrey (ITESM), Mexico
Universidad Casa Grande, Ecuador
Universidad de Ciencias Empresariales y Sociales, Argentina
Universidad de Especialidades Espíritu Santo (UEES), Ecuador
Universidad San Ignacio de Loyola, Peru

Asia:

Ajeenkya DY Patil University, India
Akita International University, Japan
China University of Politics and Law, China
Chonbuk National University, South Korea
Hallym University, South Korea
Jiangxi University of Finance and Economics, China
Kansai Gaidai University, Japan
Konkuk University, South Korea
Kyung Hee University, South Korea
National Law School of India, India
Peking University HSBC, China
Ritsumeikan Asia Pacific University, Japan
Shanghai Lixin University of Commerce, China
Singapore Institute of Management (SIM), Singapore
University of Nottingham, China
Waseda University, Japan

Oceania:

Bond University, Queensland, Australia

As the Study Abroad Office regularly signs new partnership agreements, please consult the website for the most up-to-date partner list.

2) Studying at non-partner institutions:

If a student wishes to study abroad at a university with which Vesalius College has no exchange or study abroad agreement, he or she should apply directly to that institution, paying its tuition and other fees. During this semester abroad, the student will be considered a temporarily withdrawn student and will have no financial obligation towards Vesalius College, with the exception of the Courses Abroad administrative fee (please check with the Finance Office).

It is imperative that students consult their academic adviser concerning their study plans. Student wishing to have credits transferred for taking courses elsewhere must obtain prior approval of the external courses from their academic adviser. If the courses for which the student needs approval are not in the domain in which their adviser specialises, the student may need to obtain approval from another faculty member with more knowledge of the field. Above all, the student must secure prior approval of the host university from their adviser if they wish to receive transfer credit for the courses taken while abroad.

Students must fill out and have their adviser and the Head of Academic Administration sign the '*External Course Approval Request Form*'.

The following **steps** must be completed by the study abroad candidate:

1. Obtain an 'External Course Approval Request Form' from the Receptionist.
2. Fill out the form and list the courses to be taken at the host university.
3. Obtain syllabi from the host university for the desired courses.
4. Consult with the Head of Academic Administration to see if Vesalius has previously approved the desired partner university courses. If so, then there will be automatic approval for those courses.
5. If not, consult their academic adviser, with syllabi in hand, for approval of the remaining courses for credit transfer. If the courses for which the student needs approval are not in the domain in which their adviser specialises, the student may need to obtain approval from another faculty member with more knowledge of the field.
6. Obtain the signature of their academic adviser to confirm the approval of the university and of the selected courses.
7. Check all the boxes that pertain to the student's responsibilities and then sign the form.
8. See the Head of Academic Administration, who will give final approval and will determine how their study abroad courses will fit into their overall curriculum worksheet. Obtain the signature of the Head of Academic Administration.

Credit transfers for Vesalius students studying at non-partner Universities

Upon return to the College, students will receive transfer credits for approved courses in which they earned a grade of C or above. However, the grades earned at non-partner institutions will not be transferred (and hence will not be included in a student's GPA).

It is the responsibility of the student to arrange with the host university to have an official transcript sent to the Head of Academic Administration of Vesalius College.

Summer Programmes

1) Vesalius College Summer Programmes

The Vesalius College summer programmes provide courses for college credit, for personal enrichment and for the enhancement of professional skills. The programmes consist of six weeks of classes and one week of exams. Classes are scheduled for eight hours per week.

Transcripts are issued at the end of the summer programmes for the home institution of visiting

students. Course offerings for the summer programmes are posted on the website in February. Vesalius College reserves the right to cancel courses that do not meet the minimum enrolment numbers.

For admission to the summer programmes, secondary school education for external applicants or official transcript for visiting students and a good command of the English language are required and should be demonstrated by appropriate documentation. Admission is decided on a case-by-case basis.

In cases where a student visa is not required to attend the summer programmes, a student must hold a valid passport or identity card.

It should be noted that admission to the summer programmes does not constitute admission to Vesalius College as a regular student for either the Fall or the Spring semester.

2) Summer Programmes elsewhere:

Vesalius College students may take courses during the summer at other universities.

Administrative procedures for application to external summer programmes (partner programmes as well as non-partner programmes) are identical to those for application to study abroad programmes in the Fall or Spring semesters.

RULES AND REGULATIONS

The College needs procedures and rules in order to run effectively and to maintain fair and appropriate academic standards. Advisers are the first point of contact to support students to navigate their way through their degree programme.

Students should ultimately take personal responsibility for complying with the rules. Students are responsible for completing and submitting in a timely manner the proper forms necessary to keep their own records up to date. As such it is crucial that they are familiar with rules and regulations, described in the catalogue.

Student Academic Standing Committee

The Student Academic Standing Committee (SASC) is the key body for academic matters. The SASC verifies that students have met all the requirements for graduation in their major. It ensures that the College's regulations pertaining to individual student assessment and overall academic evaluation are applied in a fair manner. It can grant exemptions from certain rules. The dates and times of its meetings are indicated in the Academic Calendar. Student requests for exemptions must be received in writing at Vesalius College reception before the published deadline. Requests submitted after the deadline are considered at the next meeting. A student may appeal a decision of the Student Academic Standing Committee (for appeals of dismissals, see below). Appeals must be submitted in writing to the Vice-Dean for Education within five days of notification of the decision. If the request is clearly without grounds, the student will be notified in writing that the request has been refused. Otherwise an appeal committee will be convened within five working days.

Student Conduct Committee

Cases of academic dishonesty and other student misconduct come before the Student Conduct Committee (SCC), which is composed of faculty, students, and members of the administration. The SCC meets each semester in the week after final exams to deliberate on the reported cases of academic dishonesty and other misconduct. If necessary, a smaller form of the SCC, composed of the Chairperson and at least one other faculty member, can meet during the semester to address urgent issues. The student is entitled to appear in person and present his or her defence to the Committee, on his or her own or with the help of counsel. If the student elects not to appear before the Committee, the hearing will be held in his or her absence. Within a week of the hearing, a letter is sent informing the student of the decision rendered and the reasons for it. S/he shall be notified of his or her right to appeal the decision and of the procedure to be followed. Appeals must be submitted in writing to the Vice-Dean for Education within five days of notification of the decision. A full explanation of the SCC procedures and sanctions can be found below in the section 'Academic Dishonesty and Other Student Misconduct'.

Ombudsperson

In cases of dispute about grades, students may always consult the ombudsperson, whose job it is to mediate conflicts that may arise. A full explanation can be found below in the section 'Dispute about grades'. To reach the ombudsperson, see the list of Key Contacts for Students.

Registration

In order to take courses at the College, students must be officially registered. Registration for new students takes place during the orientation week preceding the start of their first semester. Registration for continuing students normally takes place during the preceding semester (see the academic calendar for dates). Continuing students who defer registration until the orientation period are advised not to do so in case the courses that they want to take are oversubscribed.

Vesalius students who are studying abroad or taking leave of absence, may register online or by email during the designated registration period.

Academic Advising

The advisers help students make course and scheduling choices in line with academic requirements and students' career goals.

Course registration takes place through an online course selection system. An introduction and overview of all courses for each semester are given by the Programme Directors and Administration during Orientation. Students should also see their academic advisers to discuss course selections and their curriculum choices well in advance.

Course Load

Students have a course load per semester of five courses which amount to a total of 30 ECTS credits per semester. Fulltime students must take courses for at least 24 ECTS credits; otherwise they are classified as part-time. Students who wish to take an overload, that is a course load exceeding 30 ECTS credits, must petition the SASC in advance, which will decide without further appeal on a case-by-case basis. Students who are granted an overload should note that extra tuition(s) fee is charged.

Registering

To register for a course, students must:

- have met all prerequisites to the course as listed in the 'Course Description' section of the Catalogue, or are expected to have met them by the end of the current semester when registering in the continuing students' registration period.
- have passed HUM 101G in order to take a 300-level course.

If a student fails a prerequisite of a course at the end of the current semester, the student has to take the necessary steps to adapt course registration to the new situation before the end of the registration period of the next semester.

The number of places in each course is limited to ensure high academic standards and to function properly. If a course is oversubscribed, the students will be placed on a waiting list at registration. Should places in the course subsequently become available, waiting-list students will be informed according to their position on the list. The deadline for adding courses from the waiting list is the same as that for adding any other course (see below). Students on the waiting list can attend classes with the consent of the professor, but can only add the course with the permission of the Head of Academic Administration, after completing a Drop/Add form.

Students may want to attend a course without earning a grade, in which case they are said to audit the course. Students may register to audit a course only after obtaining written permission from the Head of Academic Administration and the instructor by confirmation of the Request to Audit form. Students who audit a course are expected to attend class regularly, undertake the readings, write papers and participate in class discussions. Instructors may impose their own requirements on students auditing a course. Registration for an audit does not count towards calculating full-time status, though it does count in terms of workload.

Changes during the Semester

If students wish to change the courses for which they have registered the below described rules apply.

Adding a Course

Students may add a course until the end of the second week of the semester. This is done by submitting a Drop/Add form to the administration. If students are in doubt whether or not to add a course, they should consult their adviser.

Adding a course may not result in a course load of more than 30 ECTS credits unless a request for an overload has been approved by the Student Academic Standing Committee.

Dropping a Course

In order to drop a course a student must submit a Drop/Add form to the administration. If the course load falls below 24 ECTS credits student must petition the Student Academic Standing Committee to change from full-time to part-time status.

Courses that are dropped during the first two weeks of the semester will not appear on the student's transcript. Courses dropped between the third and ninth weeks will be recorded as Withdrawal Pass (WP) and will appear on the transcript but not count towards their grade point average. There is one exception to these rules: a course dropped so that a student may take up an internship does not appear on the transcript. Students may not drop a course and receive a Withdrawal Pass after the ninth week unless permission is granted by the Student Academic Standing Committee.

If a student drops a course after the ninth week then she/he will receive a Withdrawal Fail (WF). This grade will be entered on the transcript and will count as an F in the calculation of the student's grade point average. Students who drop late must still file a Drop/Add form and additionally must seek permission from the Head of Academic Administration. Fulltime students for whom a drop will move their course load below 24 ECTS credits must also seek permission from the Head of Academic Administration.

Withdrawing from a course is not allowed after the end of the 9th week. After this time, the course grade will be an 'F'.

A student may decide not to withdraw completely from a course, but only to audit it, in which case no grade and no ECTS credit are given, but the course appears on the student's transcript with the indication Audit in the grade column.

Prior to changing to an audit, the student must be registered for the course. The deadline for switching

to an audit is the end of the 9th week.

Appeals concerning drops and adds

When the deadlines for dropping and adding courses have passed, a student may petition the Student Academic Standing Committee for a waiver of the deadline. The student must submit to the Head of Academic Administration a written request citing reasons for special treatment. In the case of adding a class, students shall be allowed to attend class if there is no waiting list until the Committee has reached a decision. Students who want to drop a course must continue to attend class while awaiting a decision.

Course Work

Syllabus

The key document for any course is the syllabus. It should be distributed during the first class. It contains at least the following information: contact details and office hours, course description, prerequisites, the learning objectives, course schedule, the textbook(s) and other reading materials, course assessments, grading scale, description of activities and grading criteria, the progress of the course week per week, the way in which it will be assessed (grading rubrics), the dates at which written work is due and when examinations will be held, attendance requirements.

Class Attendance

As the College is committed to providing students with high-quality classes and ample opportunity for teacher-student interaction, it is imperative that students regularly attend class. As such, Vesalius College has a strict attendance policy.

Participation in class meetings is mandatory, except in case of a medical emergency (e.g. sickness). Students will need to provide evidence for missing class (doctor's note). If evidence is provided, the missed class is considered as an excused class. If no evidence is provided immediately before or after the class, the missed class is counted as an absence.

Participation implies that students are on time: as a general rule, the College advises that students should be punctual in this regard, but it is up to the professor to decide whether to count late arrivals as absences, or not. After two consecutive absences, your adviser will be informed.

Please note that language courses may apply a stricter attendance policy. Please double check with your language course instructor at the beginning of the semester.

Assignments and Late Work

At Vesalius College, instructors schedule regular assignments, such as term papers, tests, quizzes and possibly other tasks. It is the student's responsibility to complete assignments on time and to be present for any form of quizzes and tests. Equally, it is the instructor's responsibility to correct and return assignments within an appropriate timeframe. The instructor should schedule sufficient feedback moments to provide opportunities to discuss the work with him or her. Students must submit homework or other class work assignments by the specified deadline unless they have certified medical, religious or other reasons for handing the work in late. Instructors may penalise late work, but

their rules for doing so should be laid out clearly in the course syllabus.

Teaching Evaluations

The College rigorously monitors the quality of instruction through the quality control procedures of the Academic Quality Committee (AQC). As part of the quality control, the College also conducts student evaluations of teaching. Each semester students have the opportunity to provide feedback on the course. Early in the semester there is a short collective evaluation to detect any major problems. Toward the end of the semester, students have a longer, more formal opportunity to communicate their views concerning the course content and the teaching methods. Each instructor will later receive a report from the administration summarising, in anonymous form, the results of the student evaluations.

Results are discussed with the instructor to ensure that the feedback is taken into consideration for future classes.

Assessment

Criteria for Assessment

The ways in which a student's work will be assessed should be specified in the course syllabus. It should describe the various elements of assessed work e.g. examinations, papers, presentations, and outline how each element is weighted in the final course grade. Students will be evaluated along the line of clearly defined guidelines (grading rubrics). Any significant deviations from the announced assessment scheme must receive the prior written approval from the Chair of the Academic Quality Committee (Vice-Dean for Education).

Grades and Grading Scales

The final grades for a course are as follows: A, A-, B+, B, B-, C+, C, C-, D+, D, F. 'F' means that the course has been failed and that the ECTS credits for the course have not been earned. Note, too, that 'Fs' count toward the calculation of grade point averages. All other grades are passing grades and receive ECTS credit.

Instructors have the option of assessing individual pieces of work on a numerical scale.

The following table gives letter grade equivalents for scales of 20 and 100:

| Letter Grade | Scale of 20 | Scale of 100 |
|--------------|-------------|--------------|
| A | 17.0-20.0 | 85-100 |
| A- | 16.1-16.9 | 81-84 |
| B+ | 15.3-16.0 | 77-80 |
| B | 14.5-15.2 | 73-76 |
| B- | 13.7-14.4 | 69-72 |

| | | |
|----|-----------|-------|
| C+ | 13.1-13.6 | 66-68 |
| C | 12.3-13.0 | 62-65 |
| C- | 11.5-12.2 | 58-61 |
| D+ | 10.7-11.4 | 54-57 |
| D | 10.0-10.6 | 50-53 |
| F | 0-9.9 | 0-49 |

Instructors teaching relatives (defined as husbands, wives, parents, children and cousins) or intimate partners of either gender must inform the Vice-Dean for Education. The Vice-Dean for Education will appoint another person to assess and grade all of the student's work (i.e. homework assignments, papers, presentations, mid-term and final examinations) that contributes to the final grade for the course.

Examinations

Students are not allowed to take an examination if they are not registered for the course or if their general registration is not in good standing. For the registration to be in good standing, the student must have submitted all original diplomas, certificates, test scores, and other required documents, and all tuition and fees must have been fully paid.

Examinations must be given by the instructor in charge of the course except in cases approved by the Vice-Dean for Education. In the case of an emergency or for other legitimate reasons for absence, the instructor can ask the Vice-Dean for Education to choose a proctor or a replacement for the examination procedure.

The instructor must adhere strictly to the examination schedule (time and place). If the instructor does not appear, students must wait 20 minutes, then, after contacting the administration, they may leave. The students must notify the Vice-Dean for Education, who will set a new date for the examination.

A student must adhere strictly to the examination schedule (time and place). If a student is unable to attend for serious documented reasons, the student must notify the Head of Academic Administration and the instructor before the examination. Subsequently, the student must present certificates validating the absence (e.g. a medical certificate signed by a physician) and fill in an Incomplete Grade form with the instructor. If no acceptable documentation is presented, the grade for the examination is an F.

A make-up examination, which may be oral, can be arranged with the consent of the instructor if there is a legitimate reason for missing the scheduled examination. If the student knows in advance that he or she will be unable to attend an examination for legitimate reasons, the student should discuss arrangements for the make-up examination with the instructor prior to the absence.

Mid-term and final examinations are not allowed to be taken on Sundays, legal or academic holidays, or in periods other than stipulated above, without the consent of the Vice-Dean for Education. Students with documented learning disabilities may ask for special consideration in taking final exams, with the consent of the Vice-Dean for Education.

Mid-term examinations should, as a general rule, be held during the seventh week of classes. Mid-term examinations serve to help indicate how well a student is doing in the course, and to assist the student in deciding whether to continue in the course or to drop it. To this end, instructors file mid-term

feedback reports with the Head of Academic Administration and these are distributed to advisers. Final examinations are given during the fifteenth week of the semester. Any other form of final examinations must be approved by the Vice-Dean and announced in the syllabus. Final examinations are normally given in all courses except those that require significant independent or project work.

All final examinations are public. They are scheduled in a room on campus. Exceptions require a written agreement from the Vice-Dean for Education. Written examinations are deemed public if the papers are available for inspection by an interested party. A student has the right to see their corrected examination paper after notification of the results. The final examination papers are kept in the external examiner files located in a place known to the public and are accessible during the first week of the semester following notification of the results. The College administration keeps the examination papers for at least three years.

Students who have three final examinations on the same day or two exams at the same time may request in writing a re-scheduled examination for one of the courses. This request must be made before the end of the 12th week to the Vice-Dean for Education. The make-up examination can be oral and must be taken before the end of the examination period.

Course Grades

Final grades must be submitted to the administration at least three working days before the meeting of the SASC. Grades are submitted in letter form from 'A' to 'F'. Please note that 'A+' and 'D-' are not admissible as final course grades. On their grade reports, instructors must enter a grade for each student, or submit an appropriate Incomplete Grade form.

Incompletes

Students who cannot, for valid reasons, complete a part of the work of a course required for successful completion may, with the instructor's approval, take an incomplete for the course. The required form and accompanying letter of justification, indicating the work to be done and the deadline for completion must be duly completed and signed by instructor and student and handed in by the instructor along with the final grade report for the class. Exceptionally, if a medical condition prevents a student from complying with this procedure, the student should contact both the Vice-Dean for Education and the concerned professor. The deadline for completion of the work to be done by the student must not be later than Thursday of the second week of the following term (including the Summer Term). The final course grade must be submitted to the Head of Academic Administration by Friday of the second week of the following term. If the work is not completed by the above deadline, the 'INC', indicating an 'incomplete', is automatically changed to an 'F' grade (failure). In exceptional circumstances, a request for a waiver to this regulation must be made in writing to the Student Academic Standing Committee (SASC), before the agreed deadline to make up for the incomplete. The request is to be documented. The SASC decides.

Grade Changes

A final grade may not be changed, except in cases of material error or miscalculation, and with the consent of the instructor. A 'Change of Grade form' must then be filled out and signed by the instructor and submitted to the administration.

Failing and Repeating a Course

When a student repeats a course that s/he failed, the original 'F' will not be counted in the computation of the GPA if the student successfully completes the repeated course with a passing grade. The failing grade 'F' will not disappear from the academic record but will appear there as an 'FRE' (Failed but Retaken).

If the student fails the course a second time, s/he may retake the course again with the same conditions applying (non-computation of second 'F' in GPA; recorded in transcript as a second 'FRE'). If the student fails on the third attempt, the 'F' will stand and will be calculated in the GPA.

The above-mentioned policy will be carried out under the following conditions:

- This policy applies only to courses that are part of the Vesalius College curriculum.
- The repeated course must be the same course.
- A maximum of three courses over the total Vesalius College programme taken by a student are eligible for the FRE status.
- The WF grade given by the SCC for academic dishonesty or disciplinary reasons cannot be re-designated as FRE when the courses are repeated.
- Degree credit is awarded only once, regardless of how many times the course is repeated.

Disputes Between Students or with Lecturers

In cases of dispute between students or with lecturers, in a first stage, students and lecturers should seek to resolve the issue amicably with the person(s) in question. Please be considerate toward each other. In a culturally diverse environment, honest misunderstandings are bound to happen and are opportunities to learn and grow.

If it is not possible to resolve an issue amicably, in a second stage, the academic adviser(s) of the student(s), and in case of a dispute between students and lecturers, the Programme Director supervising the lecturer, should be consulted and can assist in finding a solution.

If this too proves unsuccessful, in a third stage, in case of student misconduct, a formal complaint can be lodged with the Student Conduct Committee and in case of lecturer misconduct, a formal complaint can be lodged with the Vice Dean for Education.

Disputes about Grades

In cases where a student has concerns about the way in which assessment has taken place, there are three steps that the student can take. The first is to discuss the matter with the instructor. The second is to petition the Student Academic Standing Committee, before the end of the first week of the following semester, to review the case. The Committee will assess the evidence on its merits but cannot change the grade; it may however ask the instructor to reconsider the grade. The Committee will notify the student in writing of the decision. The third and last step is to bring the case to the College's ombudsperson, whose job it is to mediate unresolved academic conflicts that arise between students and instructors.

Academic Dishonesty and Other Student Misconduct

The College expects its faculty, staff and students to be responsible members of the academic community. All have a role to play in contributing to a constructive and respectful learning environment. Concerns pertaining to a faculty or staff member's behaviour should be signalled to the relevant Programme Director and the Vice-Dean for Education (see section 'Dispute between students or with lecturers'). Academic dishonesty and other student misconduct should be reported to the Chairperson of the Student Conduct Committee (SCC). Faculty, staff and students can report cases of academic dishonesty and student misconduct. Charges should only be lodged when proof or strong circumstantial evidence exists to substantiate the charge.

Student conduct must be consistent with the highest standards of academic honesty. Academic dishonesty includes, but is not limited to:

- Use of illicit aids during an examination
- Giving or receiving illicit aid in an examination
- Copying from another student's examination, term paper, homework, etc. or letting another student copy work
- Unauthorised access to the computer accounts of others, modification of system facilities
- Subversion of the restrictions associated with accounts, etc.
- Using the exact words, data, or ideas of another without properly acknowledging their source or turning in one's own work from another course without acknowledgement
- Theft of examination materials
- Falsification of works or records

Plagiarism, the undocumented and inappropriate use of someone else's words, is a trap for the unwary and can lead to severe penalties, which are outlined below. At the end of this catalogue is a text on avoiding plagiarism that is required reading for all students.

A system of academic honesty is perfectly compatible with teamwork that is done under proper conditions. Working together is acceptable as long as the names of all students in the group appear on the final document, which lists each student's specific responsibilities.

Students should be aware that handing in the same piece of homework, the same paper, or significant parts thereof constitutes academic dishonesty. Students should request permission from their instructors when they want to use work that has been or will be handed in another course at Vesalius College or elsewhere. If permission is granted, then a specific reference to the prior work (including date, number and name of course, title, etc.) must be made in a footnote or endnote. Quotation marks should always be used when citing directly from a source, including own's one. Attention must be paid that distance is taken from the original text and that each assignment is unique.

Instructors will deal severely with all cases of suspected academic dishonesty. If the instructor is convinced that a student has been academically dishonest, the instructor attributes a low score ('D' or 'F') on the grading criteria related to the sections of plagiarised text, taking into account the severity of plagiarism and the student's class standing. He/she then notifies both the student and the Chairperson of the Student Conduct Committee in writing of the alleged academic dishonesty. Staff and students can also report cases of suspected academic dishonesty.

The Chairperson of the Student Conduct Committee prepares a file containing the relevant documentation. The only persons who will have access to this file are:

- The student or someone to whom the student (in writing) gives permission

- The Dean, the Vice-Dean for Education and the SCC Chair
- The person who lodged the complaint
- Members of the Student Conduct Committee.

The Chairperson notifies the student that the student has been accused of academic dishonesty (or other misconduct), convokes a meeting of the Student Conduct Committee and notifies the student and the other interested parties in writing of the time and place of the hearing. The student may choose to be accompanied by a counsel of his or her choice. This counsel may be a student in good standing, a member of the faculty or of the administrative staff. The student informs the Chairperson of this choice and provides the name and address of the counsel, if possible. If the student elects not to appear before the Committee, the hearing will be held in his or her absence. The student and other interested parties may produce either oral testimony or written affidavits.

The Committee meets first to review the evidence. The person(s) bringing the charges and the student(s) against whom the charges have been lodged are invited to join the Committee to present evidence. Testimony from other interested parties will be called as necessary. After hearing the evidence, the Committee dismisses all non-members and deliberates. For a decision to be carried, at least three affirmative votes are needed.

The Committee may impose any of the following sanctions:

Warning Probation: consists of a warning letter placed in the student conduct file and is only applied in minor cases of misconduct. This sanction may also include activities to remedy actions that led to misconduct.

Suspension: for serious misconduct, students can be suspended for a course or courses. Courses in the current semester from which a student is suspended shall be graded as 'Withdrawal Fail' (WF). The student will need to retake the course(s), but the grade(s) will not be expunged. This sanction may also include activities to remedy actions that led to misconduct.

Dismissal or Expulsion: in cases of more serious or repeated misconduct, a student may be temporarily dismissed for one or more semesters or permanently expelled from the college community. A student expelled under such circumstances is not eligible for readmission.

In determining the sanction to be applied, the Committee will consider, on a case-by-case basis and considering College precedents in similar cases, the following:

- The student's class standing. (e.g. whether it is the student's first year or not)
- Whether or not the student in question has a previous record of misconduct
- The severity of the infraction (e.g. in a plagiarism case, the extent of material plagiarised, or the level of the course, e.g. 200- or 300-level).

Exacerbating and mitigating circumstances shall be considered at the Committee's discretion. Within a week of the hearing, a letter is sent to the student informing the student of the decision reached. He or she shall be notified of his or her right to appeal the decision and of the procedure to be followed.

All letters of sanction will be retained in the Student Conduct File until graduation. For transfer students (study abroad), a copy will be included with the transcript. Sanctions of suspension and expulsion will appear on the student transcript. Once a student has received an SCC sanction, he/she can no longer be placed on the Dean's List for the duration of the studies.

The secretary of the Committee keeps a confidential list of the disciplinary cases of the last four years on file indicating the given sanction, to ensure consistency in the sanctioning of misconduct.

The student and the person who lodge the complaint have the right to appeal a decision of the Student Conduct Committee to the Vice-Dean for Education. The appeal must be in written form and contain substantive arguments. As long as an appeal is pending the sanction does not take effect. The appeal must be received by the Office of the Dean within five days of the student's notification of the sanction imposed by the Student Conduct Committee.

In the case of an appeal, the Vice-Dean for Education hears the parties involved. He or she is responsible for the final review of the appeal in a reasonable time period and for notifying the student and Student Conduct Committee of the decision and its rationale. The Vice-Dean's decision is final.

Other cases of student misconduct can also be brought to the Student Conduct Committee.

'Non-academic' student misconduct includes, but is not limited to:

- Repeated disruptive classroom behaviour
- Theft or intentional damage to College or fellow students' property
- Illegal drugs, misuse of legal drugs or weapons on campus
- Harassment, intimidation and threats of faculty, staff or fellow students.

Faculty, staff and students can report cases of student misconduct. Charges should only be lodged when proof or strong circumstantial evidence exists to substantiate the charge. The procedures and sanctions are similar to those for academic dishonesty.

In urgent circumstances, the Student Conduct Committee can meet during the semester in smaller format. In this case, the committee will be composed of the Chairperson and at least one other faculty member. The procedures and sanctions are similar to those at the end of the semester.

Academic Standing

At the end of each semester the Student Academic Standing Committee assesses the class standing and performance of each student.

Students, who drop out of any or all of their classes after the drop deadline, without providing any acceptable reason for termination, are discussed at the end-of-semester Student Academic Standing Committee meeting and treated as would any regular student, based on grades received.

Class Standing

The number of credits earned by a student at any given time determines the student's class standing. Class standing determines eligibility for certain courses and programmes. There are six standings:

| | | |
|-----------------------------|-----|---------------------------|
| first-year first semester | FY1 | less than 30 ECTS credits |
| first-year second semester | FY2 | 30-59 ECTS credits |
| second-year first semester | SY1 | 60-89 ECTS credits |
| second-year second semester | SY2 | 90-119 ECTS credits |
| third-year first semester | TY1 | 120-149 ECTS credits |
| third-year second semester | TY2 | 150 ECTS credits or more |

Dean's List

Each semester students who have performed exceptionally well are placed on the Dean's List. To be put on the Dean's List the student must have achieved a semester grade point average of at least 3.4, have earned 24 ECTS credits or more at the College, and have no disciplinary sanction or notification of academic dishonesty on file. Part-time students who are working toward a degree are accepted on the Dean's List if they have a cumulative grade point average of at least 3.4 over two consecutive semesters during which they acquired at least 24 ECTS credits. Students who have an incomplete grade at the end of the semester are placed on the Dean's List only if they have completed at least 24 ECTS credits with a semester grade point average of at least 3.4 and maintain that grade point average after receiving grade(s) for the incomplete course(s). Earning a place on the Dean's List is recorded on the student's transcript.

Academic Probation

Students with poor academic performance in a given semester are warned by being placed on academic probation. Students who are on academic probation may only take a maximum of 24 ECTS credits. Their progress is closely monitored to help them improve their performance. A full-time student is placed on academic probation if any of the following conditions are fulfilled:

1. The student's semester GPA is below 2.0
2. The student's cumulative GPA is below 2.0
3. The student has not earned a minimum of 48 ECTS credits in two consecutive semesters

For part-time students only conditions 1 and 2 apply.

A full-time student on academic probation who earns a semester GPA and a cumulative GPA of at least 2.0 during the semester, and has earned a total of at least 48 ECTS credits during the current and previous semesters is removed from academic probation. For part-time students, only the conditions on the GPA apply in order to be removed from academic probation. A student who does not meet the conditions for removal from academic probation may be dismissed.

Dismissal

Students with sustained or seriously poor academic performance may be subject to dismissal from the College. A student with a semester GPA below 1.3, even if not previously on academic probation, may be dismissed immediately. The Student Academic Standing Committee considers and rules on each case of dismissal individually. A student may appeal to DAC (the Dismissal Appeal Committee), composed of the department chairs and the Vice-Dean for Education (or his/her representative). The request must be submitted in writing with substantive arguments. There is no appeal from the DAC's final decision.

Readmission after Dismissal

A student who has been dismissed for academic reasons may apply for re-admission upon the following conditions:

- At least one regular Vesalius College semester must elapse before applying for re-admission
- An application for re-admission must be submitted in writing to the SASC. It must contain documentation of activities, usually serious academic study, demonstrating the student's fitness

to resume studies at the College, as well as a personal statement that explains the motivation for continuing studies here. This request must be submitted before the end of the semester preceding the re-admission date.

To prove documentation of serious academic study, students have to pass at least two courses with a grade of C or above. Courses can be taken as follows:

1. Students can follow courses at another university provided that the university and the courses are accepted by Vesalius College. Students are asked to discuss this matter beforehand with their adviser.
2. Students can follow courses during the summer semester at Vesalius College.
3. Students can enrol in the Foundation Programme organised by Vesalius College.

Students who have been re-admitted are placed on special academic probation.

To regain normal standing they must take and pass, in the current semester, 24 ECTS credits with a grade point average of at least 2.0. If these conditions are not met, the student may be dismissed. The Student Academic Standing Committee considers and rules on each case individually.

Going Part-Time

A full-time student who desires to go part-time during an on-going semester must petition the Student Academic Standing Committee to do so.

Taking a Leave of Absence

Students desiring to interrupt their studies for one semester or more may do so by requesting permission to take a leave of absence. They must do so in writing to the Head of Academic Administration before the start of the semester they desire to take the leave. A student who does not do so is deemed to have dropped out of the College and must apply for re-admission to the Head of Academic Administration at least two weeks before the start of the semester in which the student hopes to return.

Grade Reports, Transcripts and Diplomas

Shortly after the end of every semester, the Head of Academic Administration makes semester grade reports available to all students. Degree-seeking students can check their grades online. Official transcripts are provided for study-abroad students.

Transcripts

Upon receipt of a Transcript Request form, the Registration Office will provide transcripts (official cumulative grade reports bearing the seal of the College). A Transcript Request form is available from reception or on the College's website. Students should expect their request to take five (5) working days to process. Neither transcripts nor grade reports are given to students who have unresolved financial or admissions obligations

Diplomas

The graduation diploma is a numbered official document issued by Vesalius College. Legally it can only be issued ONCE - no replacement document is possible. It is signed by the Chairman of the Board of Vesalius College, the Vice-Dean for Education and the Chairperson of the Student Academic Standing Committee. Each diploma records the student's name, the degree earned and the date of graduation. A graduate's diploma will be available for collection only IN PERSON.

AVOIDING PLAGIARISM

The following is adapted from 'How To Avoid Plagiarism,' Department of English, Lafayette College.

The College will not tolerate academic dishonesty. Plagiarism is considered serious misconduct and is subject to severe disciplinary action. Your writing is expected to be your own, except for duly acknowledged borrowings. Plagiarism, the dishonest omission of such acknowledgment, makes another person's fact, idea, opinion, line of argument or wording appear as your own, whether you copy it (use the exact words), paraphrase it (put it into your own words), summarise it or adopt its line of argument. Whatever the use, with or without quotation, each borrowing must be documented (common knowledge need not be documented, however.)

Quotation

Even one or two words, if distinctive, must be identified as a quotation. Ordinarily, this is done by using quotation marks. A longer quotation, however, more than four lines of prose or two of verse should be set out as a block quotation, indented. (With block quotations, quotation marks are omitted as redundant.) Quotations must be reproduced with letter perfect accuracy, any additions or changes being carefully placed within brackets [like this] and any deleted matter being replaced by an ellipsis (three spaced dots).

Documentation

While a footnote is one of the most familiar forms, there are a number of others. Proper documentation must show a book's author, title, city of publication, publisher and date of publication, as well as under most systems of documentation the page(s) where the borrowed material occurs. For a periodical article, documentation will indicate author, article title, periodical title, volume number, year of publication and the page(s) containing the borrowed matter. Intentionally false documentation is, of course, dishonest.

If you have any doubt about whether documentation is needed, consult the instructor before handing in the paper. Err on the side of safety by fully documenting the sources.

Some examples

In order to clarify the boundaries between the acceptable and the unacceptable, consider the following sentences, all based on a passage from Paul Fussell, 'The Stationary Tourist,' *The Random House Reader*. Ed. Frederick Crews. New York: Random House, 1981. 233-244.

1. In 'The Stationary Tourist,' Paul Fussell contends that tourism 'began more than a century ago, in England [when] the unwhole someness of England's great soot-caked cities made any place abroad ... appear almost mystically salubrious, especially in an age of rampant tuberculosis' (233- 34). **Direct quotation, documented. Acceptable**
2. The English considered foreign travel almost mystically salubrious according to Fussell (234). Quotation without quotation marks. **Unacceptable even though documented.**
3. The English considered foreign travel 'almost mystically salubrious,' according to Fussell (234). **Partial paraphrase, documented with the brief quotation properly identified. Acceptable.**
4. Tourism started more than a century ago in England. The great soot-caked cities were so

unwholesome that any place abroad seemed almost mystically healthful by comparison (233-34). **Half-baked paraphrase: the original with a few words changed around. Unacceptable even though documented.**

5. Paul Fussell believes tourism grew out of nineteenth century urban squalor: cities became so dirty and unhealthy that people took vacations to escape (233-34). **Complete paraphrase, documented. Acceptable.**
6. Tourism grew out of nineteenth century urban squalor: cities became so dirty and unhealthy that people took vacations abroad to escape. **Paraphrase, undocumented. Unacceptable.**

STUDENT SERVICES

Libraries:

| Central Library | Main Library |
|--|--|
| VUB Campus - Building C Tel: +32 (0)2 629 25 05 www.vub.ac.be/BIBLIO | ULB, Solbosch Campus - Building NB Tel: +32(0)2 6502377 www.bib.ulb.ac.be |
| Opening hours during Academic Year: | |
| Mon-Thu: | 9:00 - 21:00 |
| Fri: | 9:00 - 19:00 |
| Sat: | 10:00 - 16:00 |

On the main VUB campus, the central library – supporting the humanities, the social sciences and the natural and formalised sciences –provides collections for students in all curricular areas. Students have full access to books and other materials shelved in open stacks and may obtain assistance from the computer search and interlibrary loan services. Library holdings number more than 400,000 volumes and 2,800 periodicals, as well as many online resources.

Vesalius College students also have full access to the library facilities of the French-speaking Université Libre de Bruxelles (ULB). Registration may be done at the loan desk of the ULB library, Solbosch Campus - Building NB. The ULB has campuses adjacent to and close by the VUB main campus. Both libraries have made arrangements for reciprocal use of their collections.

Vesalius College students may also use The Royal Library Albert I (Koninklijke Bibliotheek van België/ Bibliothèque Royale de Belgique), which is situated in the centre of Brussels and can be easily reached by public transport. Registration and an annual fee are required to use the Royal Library (note: there is no lending, only consultation on site).

Together, the three libraries have a collection of more than five million books. To avoid unnecessary travelling, prior consultation of their online catalogues is recommended.

Self-Study Centre

Location: Building F, Level 1

This centre provides a place for students to study and consult reference books, dictionaries and periodicals. There are also collections of slides and videos that complement the lecture courses. The centre also has computers and printers that students can use. No books, materials or equipment may be taken out of the centre.

Computer Facilities

Locations: Vesalius College: Pleinlaan 5 and VUB campus, building B, level 0 (B002 Et B006) and building E, level 0. Students have access to the VUB computer centres. At Vesalius College, a printer-scanner is available where students can print documents using their own laptops.

Each student also has a VUB computer account which can be activated after registering at Vesalius

College. Linked to this account is an email address (<https://outlook.office.com>) and access to the online learning platform Canvas (<https://bsog.instructure.com>). Students also have access to the VUB wireless network VUBnext using their dedicated VUB computer account. Instructions can be found on the Vesalius College website and in the orientation pack.

A data communications network, called VUBnet, connects most of the computer equipment available on the three VUB campuses. Fibre optic links and Ethernet cabling between all buildings provide for fast data transfers and easy access to local and remote servers. VUBnet ties into the Internet and, in particular, to Belnet, the Belgian Research network.

Professors may use the online learning platform Canvas to publish additional readings, presentations, course material, assignments and communicate with students. Students should consult Canvas regularly to review this course material. The online learning platform is available at <https://bsog.instructure.com>.

Each student has access to the student portal, which shows the courses the student is registered for. Professors are encouraged to use the online gradebook so student can access their grades on tests and assignments via the student portal. At the end of the semester, the grade reports will be published on the student portal at a pre-set date announced via email and the bulletin boards.

Professors are urged to have assignments handed in by students checked via the plagiarism detection software integrated in the online learning platform Canvas.

Academic Support: English, Math, and Writing Skills

Academic support is provided to any student that needs additional support with language, writing, and math development. The service also offers Study Skills training for students that are having issues with course preparation. The college provides weekly Math tutorials with Prof Dr. Dean Vucinic during both the Fall and Spring semesters. Students who wish to have support with English and Writing Skills can reach out to Prof Dr. Frank Billingsley.

Learning Support

Learning Support at Vesalius College offers limited administrative assistance to all students with medically documented specific educational needs requirements, such as dyslexia and attention deficit disorder. The assistance is offered in the form of an extra time allowance for mid-term and final exams, if requested. Students with Specific Educational Needs are offered the opportunity to take their mid-term and final exams at the same time as the other students in the class, in a separate classroom, with a separate proctor, and are allowed up to 50 % extra time to complete their exams. For more information, please contact Ms. Louise Bond at lbond@vub.be.

Counselling Service

The College Psychologist Alex Anghelou provides confidential help for students with personal concerns, which may or may not be related to their studies. Our professional psychologist helps students deal with their emotional, academic or relationship difficulties, as well as assisting them to overcome culture shock and homesickness. For students with special problems, our psychologist works closely together with a team of other qualified specialists.

Appointments can be made by sending Mr. Alex Anghelou an e-mail to: anghelou@gmail.com.

Career Service

Vesalius College employs a career counsellor, Mona Shair (vesalius@key2advance.com), to help students, especially those in their last year, to explore their career options and search for employment. Meetings and services are announced during the semester to students in their last year. This service includes CV and cover letter writing workshops, interview training and networking sessions and seminars.

Dining

Locations: Cafeteria, Sports Cafe (all on VUB Campus)

Reduced prices for students are available at the cafeteria upon presentation of the VUB student ID card. The cafeteria achieved the MSC Sustainable Seafood Certificate in 2013 and relies heavily on biological farming. It offers a wide range of sandwiches upstairs, 100% fair trade coffee plus two complete menus from Monday to Friday, one vegetarian menu, one vegan menu, pasta bar, salad bar and wok in the free flow restaurant downstairs. These menus include soup, main course, dessert and tap water.

Beyond the campus, there are numerous cafes, restaurants and food trucks that cater for the student lifestyle.

Sports Facilities

All Vesalius students are permitted to make use of the VUB campus athletic facilities including track and field, weight room and swimming pool (for a fee). Additionally, Vesalius students may join VUB sports club teams. Facilities for the following sports are available at the VUB sports complex:

| | | |
|--------------|-------------------|---------------|
| Aerobics | Boxing | Rock climbing |
| Basketball | Football (soccer) | Yoga |
| Self-defence | Tennis | Aerobics |
| Badminton | Diving | Rugby |
| Gymnastics | Gymnastic | Weightlifting |
| Squash | Volleyball | Running |
| Basketball | Judo | Swimming |

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ABBREVIATIONS

| | | | |
|--------------|------------------------------------|--------------|-------------------------------------|
| AP | Academic Probation | LFR | Language French |
| AP2/X | Extended Academic Probation Second | LGE | Language German |
| ART | Arts & Civilisation | MCL | Magna Cum Laude |
| BA | Bachelor | ME | Major Elective |
| BAP | BA Preparation Programme | MR | Major Requirement |
| BIO | Biology | MTH | Mathematics |
| BUS | Business | ND | Non-Degree-Seeking Student |
| CC | Core Course | NSC | Natural Science |
| CL | Cum Laude | PHS | Physics |
| CMM | Communication | PHL | Philosophy |
| CMP | Computer Science | POL | Politics |
| DAC | Dismissal Appeal Committee | PSY | Psychology |
| DIS | Dismissal | S | Semester |
| DL | Dean's List | SA | Study Abroad |
| ECN | Economics | SAP | Special Academic Probation |
| ECTS | European Credit Transfer System | SASC | Student Academic Standing Committee |
| ENV | Environmental Sciences | SCC | Student Conduct Committee |
| F | Fail (grade) | SCI | Science |
| FE | Free Elective | SCL | Summa Cum Laude |
| FRE | Failed but retaken | SOC | Sociology & Anthropology |
| FY1 | First year first semester | SSC | Social Sciences |
| FY2 | First year second semester | STA | Statistics |
| G | Grade | SY1 | Second year first semester |
| GAR | General Academic Regulations | SY2 | Second year second semester |
| GPA | Grade Point Average | TC | Transfer Credit |
| HIS | History | TOEFL | Test of English as Foreign Language |
| HUM | Humanities | TY1 | Third year first semester |
| IA | International Affairs | TY2 | Third year second semester |
| INC | Incomplete (grade) | VECO | Vesalius College |
| INT | Internship | VIP | Vesalius Internship Programme |
| LAW | Law | VSG | Vesalius Student Government |
| LCH | Language Chinese | WF | Withdrawal Fail |
| LDU | Language Dutch | WP | Withdrawal Pass |
| LEN | English & American Literature | | |

VESALIUS COLLEGE - ACADEMIC CALENDAR 2022-2023 (BA)

ACADEMIC WEEKS

ACADEMIC EVENTS

| FALL Semester 2022 | | | |
|-----------------------------|-------------|--------------------------|--|
| | | 17 - 19 August | Orientation for new BA students |
| ORIENTATION | | 18 - 19 August | August 18 & 19 Registration for continuing students August 19 Registration for new students |
| 22 August - 26 August | Week 1 | 22 August | First day of classes |
| 29 August - 02 September | Week 2 | 22 - 26 August | Late registration for all students |
| 05 September - 09 September | Week 3 | 02 September | Last day to add a course |
| 12 September - 16 September | Week 4 | | |
| 19 September - 23 September | Week 5 | | |
| 26 September - 30 September | Week 6 | | |
| 03 October - 07 October | Week 7 | 03 - 07 October | Mid-term exams |
| 10 October - 14 October | Week 8 | | |
| 17 October - 21 October | Week 9 | 21 October | Last day to drop a course (Withdrawal Pass) |
| 24 October - 28 October | Week 10 | 24 - 28 October | Pre-registration: continuing students/adviser meeting |
| 31 October - 04 November | Fall Recess | 31 October - 04 November | Academic holiday (no classes) |
| | | 07 - 11 November | Pre-registration: continuing students/adviser meeting |
| 07 November - 11 November | Week 11 | 11 November | November 11 Legal holiday |
| 14 November - 18 November | Week 12 | 18 November | Academic holiday-VUB Verhaegen Day (no classes, office closed) |
| 21 November - 25 November | Week 13 | | |
| 28 November - 02 December | Week 14 | 02 December | End of classes / AQC Folders due |
| | | 05 - 09 December | Final exams |
| 05 December - 09 December | Week 15 | 09 December | End of Fall Semester |
| | | 14 December | Final grades and complete Folder due 4PM |
| 12 December - 16 December | AQC Week | 15 - 16 December | External Examiners / AQC meeting on 16 December |
| | | 02 - 03 January, 2023 | AQC Remedial action period |
| AQC-SASC Period | | 04 January, 2023 | SASC meetings |

SPRING Semester 2023

| | | | |
|---------------------------|---------------|------------------------|--|
| | | 11 - 13 January | Orientation for new students |
| ORIENTATION | | 12 - 13 January | January 12 & 13 Registration for continuing students January 13 Registration for new students |
| 16 January - 20 January | Week 1 | 16 January | First day of classes |
| 23 January - 27 January | Week 2 | 16 - 20 January | Late registration for all students |
| 30 January - 03 February | Week 3 | 27 January | Last day to add a course |
| 06 February - 10 February | Week 4 | | |
| 13 February - 17 February | Week 5 | | |
| 20 February - 24 February | Week 6 | | |
| 27 February - 03 March | Week 7 | 27 February - 03 March | Mid-term exams |
| 06 March - 10 March | Week 8 | | |
| 13 March - 17 March | Week 9 | 17 March | Last day to drop a course (Withdrawal Pass) |
| 20 March - 24 March | Week 10 | | |
| 27 March - 31 March | Week 11 | 27 - 30 March | Pre-registration: continuing students/adviser meeting |
| 03 April - 07 April | Spring Recess | 03 - 07 April | Academic holiday (no classes) |
| 10 April - 14 April | Spring Recess | 10 - 14 April | Academic holiday (no classes) |
| 17 April - 21 April | Week 12 | 17 - 21 April | Pre-registration: continuing students/adviser meeting |
| 24 April - 28 April | Week 13 | | |
| | | 01 May | May 1 Legal holiday |
| 01 May - 05 May | Week 14 | 05 May | May 5 End of classes / AQC Folders due |
| 08 May - 12 May | Week 15 | 08 - 12 May | Final exams |
| | | 12 May | End of Spring Semester |
| 15 May - 19 May | AQC Week | 17 May | Final grades and complete Folder due 4PM |
| | | 18 May | Legal holiday |
| | | 19 May | External Examiners |
| AQC-SASC Period | | 19 - 22 May | AQC Remedial action period |
| | | 23 May | SASC meetings |
| | | 03 June | Graduation Ceremony |

ACADEMIC WEEKS

ACADEMIC EVENTS

| SUMMER Semester 2023 | | | |
|----------------------|--------|-------------------|--|
| | | 29 May | Legal holiday |
| | | 30 May | First day of classes |
| 29 May - 02 June | Week 1 | 30 May - 02 June | Registration |
| 05 June - 09 June | Week 2 | | |
| 12 June - 16 June | Week 3 | | |
| 19 June - 23 June | Week 4 | | |
| 26 June - 30 June | Week 5 | 28 June | Submission of syllabi |
| 03 July - 07 July | Week 6 | 07 July | End of classes |
| | | 10 July | AQC Feedback deadline: to instructors on syllabi |
| | | 11 July | VUB holiday |
| 10 July - 14 July | Week 7 | 10 & 12 - 14 July | Final exams |

Please note that the information highlighted in grey are for faculty, SASC (Student Academic Standing Committee) and AQC (Academic Quality Committee)

Notes



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BRUSSELS
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