



# Vesalius College Brussels

In affiliation with 

## MA Course Catalogue

2022-2023

[www.brussels-school.be](http://www.brussels-school.be)

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

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

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Vesalius College is registered with the Flemish government of Belgium as an institution of higher education. 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 the three-year European Bachelor's degree and calculates coursework in ECTS (European Credit Transfer System) credits. The College offers two Master's programmes, one in Diplomacy and Global Governance and Global Security and Strategy, as well as several BA programmes.

These programmes are accredited by the Dutch-Flemish Accreditation Organisation (NVAO, (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](http://www.highereducation.be).



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MA Course Catalogue  
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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.

Vesalius College's unique approach to education is guided by the College's learning and teaching philosophy of what we call 'STEP': Student-centered, Theory-guided, Educational excellence that is Practice-Embedded. This unique approach will allow our students to take the next STEP in their career. 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 become an expert in your field. 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 extra-curricular 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. Home to the world's largest press corps, the European Union, NATO and hundreds of non-governmental 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.

In 2021, Vesalius College and the Institute for European Studies founded the Brussels School of Governance, enforcing our outstanding teaching and research track record and enabling us to expand our focus on the most pressing global and European challenges.

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

## 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, with at most 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 thirty years, forming outstanding graduates who have been hired by leading international companies and organisations.

The two Master's programmes offered at Vesalius College, one in Diplomacy and Global Governance and the other in Global Security and Strategy. 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 Vrije Universiteit Brussel. 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.

The College also maintains close ties with other neighbouring institutions, such as the Université Libre de Bruxelles (ULB) and the Royal Military Academy, as well as prestigious partner universities abroad, such as University of Warwick in the UK.

Instruction at Vesalius College is entirely in English (with the exception of language courses). Most of its students are native English speakers or have been educated 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 the world's 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 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 also an exciting place 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. Moreover, according to the Guardian, the College is located in the '*second-coolest*' student neighbourhood. -

## **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 Master 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 the 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.



## 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 seek 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 obtained an undergraduate degree in Social, Economic or Political Sciences, Business or Law and should qualify for graduate studies in their country of origin. If your degree is not within these disciplines, relevant work experience in these or related fields may qualify. As the admissions process is a holistic process, students from different study fields can be accepted as well. Admission decisions take into account the candidate's undergraduate degree 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 the Brussels School of Governance website (<https://www.brussels-school.be/>).
- Official academic credentials and transcripts (showing courses and grades) from all universities attended.
- 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 are required for students whose undergraduate degree was not taught in English. 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.
- A letter of recommendation from a professor or previous employer who can comment on the applicant's academic abilities and suitability for studying the MA (including academic writing and analytical skills)
- A motivation letter or a personal essay underlining your goals after graduation
- A curriculum vitae (CV)
- A non-refundable application fee of €50.

### Applications Review Process

Places are limited so we encourage students to apply well in advance. Students who require a visa to study in Belgium should submit their application by 31 May. EU-citizens should submit their application by 30 June. 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.

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](mailto: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.

## 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 to 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.

## Orientation

An orientation programme for new students is organised the week before classes begin. This programme is **mandatory** for all new students. During Orientation (taking place the Friday before the first week of classes), 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.

Orientation is designed to familiarise new students with the organisation and the philosophy of the College, as well as to give them practical information on academic policies, course registration and internship programme opportunities.

Students will receive a campus tour and will activate their student computer accounts.

## 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).

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 per course in fall 2021 and €1,300 in spring 2022.

MA Programmes	MA Full-Time		MA Part-Time (+10%)	
	90 ECTS	120 ECTS	90 ECTS	120 ECTS
Tuition fees	13.000€	17.000€	14.300€	18.700€

The College reserves the right to adjust the tuition and fees for the academic year 2021/2022 if there is a significant rise in inflation.

### Other Fees

Application Fee: when students submit their application, they must include a non-refundable fee of 50€. This fee will be deducted from the tuition fees upon registration.

### Deferred Payment Plan

The deferred payment plan allows students to pay the tuition in several instalments. Upon acceptance, a first non-refundable payment of 1.000€ must be made. The remainder of the tuition fees plus an administrative fee (50€) for the deferred payments is due according to the dates outlined in the table below.

Payment deadlines	MA Full-Time		MA Part-Time	
	90 ECTS	120 ECTS	90 ECTS	120 ECTS
1 Upon acceptance	1.000,00	1.000,00	1.000,00	1.000,00
2 Before 15 August 2021	4.050,00	4.050,00	4.050,00	4.500,00
3 Before 15 December 2021	4.000,00	4.000,00	3.100,00	4.500,00
4 Before 15 July 2022	4.000,00	4.000,00	3.100,00	4.500,00
5 Before 15 December 2022		4.000,00	3.100,00	4.250,00
<b>TOTAL</b>	<b>13.050,00</b>	<b>17.050,00</b>	<b>14.350,00</b>	<b>18.750,00</b>

### 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 their place. This amount will then be deducted from the first tuition fee invoice.

Students must pay this deposit in order to receive their letter of acceptance.

### **Payment due dates and collection process**

Fees for the current and last semester must be paid by 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. For students intending to graduate must pay all fees by week 10 of their final semester. 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.

### **Auditing a course**

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.

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 credit

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.

## 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

<b>Main office:</b>	<b>Marnixlaan 24, B-1000 Brussels, Belgium</b>
<b>Branch office:</b>	<b>Kroonlaan 449, B-1050 Brussels, Belgium</b>
<b>IBAN</b>	<b>BE64 3631 0290 8552</b>
<b>SWIFT/ BIC</b>	<b>BBRUBEBB</b>

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
- 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 that must be paid, students should also budget for living costs. The following table shows a very rough estimate for some of these costs and may be of help in budgeting for the academic year.

Estimated Costs other than Tuition and Fees	Euro (€)
Educational Materials	1.300 - 1.600
Accommodation	4.200 - 6.600
Food (minimum)	2.600 - 3.000
Public Transportation	600
Health Insurance	300
Mobile Phone	240
Registration at local town hall	10-50

### Tuition reduction

If two siblings are enrolled at Vesalius College simultaneously, the College offers a tuition fee reduction of 20% to one of the siblings. A tuition reduction of 20% is offered to siblings of alumni. Students eligible for the tuition fee reductions may not combine the tuition fee reductions with the Academic Excellence Scholarship.

### Alumni discount

Students who graduated with a BA from Vesalius College or have completed a semester at Vesalius College as part of their study abroad programme qualify for a 20% tuition fee reduction.

### 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.

### Vesalius Academic Excellence Scholarship Fund

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

The College's merit-based financial assistance can provide **up to a 50% reduction** in tuition.

### Eligibility

- Prospective students must possess outstanding academic records and personal integrity, as demonstrated by grades, extra-curricular activities that show social engagement or leadership, standardised test scores (such as TOEFL, IELTS Academic Module, C2 Proficiency, C1 Advanced, Duolingo English Test, ITACE) and one letter of recommendation (if not already supplied with the Master's application). The recommendation letter should ideally be from a professor who knows the prospective student well and can comment on his/her academic abilities and suitability for studying one of our Master's programmes (including his/her academic writing and analytical skills).

- Prospective students must have been accepted into a Vesalius College Master's Programme as a full-time student. (obtainable online on the Brussels School of Governance website (<https://www.brussels-school.be/>)).
- 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

University / College Diploma	GPA	TOEFL IELTS (Academic Module) C2 Proficiency C1 Advanced Duolingo English Test ITACE
Most recent university/college diploma	3.6 / 4.0	TOEFL: above 100 IELTS: above 7.5 C2 Proficiency: A C1 Advanced: A Duolingo English Test: above 120/160 ITACE: C1 and above

Regardless of where you obtain your undergraduate degree 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 Master's programme at Vesalius College who would like to be considered for the Academic Excellence Scholarship must submit a separate application form for the Academic Excellence Scholarship (available online).
- Academic Excellence Scholarships are administered via the Admissions Office.

### 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 by 15 April. Applicants will be informed of the decision within three weeks after the application deadline.

### Contact

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

## 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 being awarded a Master's Degree

In order to graduate, students must have

- Achieved a grade point average of at least 2.0, i.e. C or above, for all courses taken at the College (cumulative GPA requirement);
- Met all requirements of the chosen programme field as described in the catalogue of their year of admission to the College, i.e. the core foundation courses, compulsory courses and elective courses; and
- Earned 90 or 120 ECTS credits depending on the programme in which the student is enrolled. In order to graduate in the 120 ECTS track, students need to take 30 extra credits, including an intensive Internship, one extra compulsory course, and the five modules of the GRACM (Global Risk Analysis Crisis Management) Part I specialisation.

**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 can only be awarded after the deliberation, which takes place after each semester. 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 assessments activities. One semester of the MA programme counts for 30 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 took 5 courses for a semester, and each course counts for 6 ECTS credits. His/her grades 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

## Master of Diplomacy and Global Governance (MADAGG)

The Master of Diplomacy and Global Governance offers an academic programme that combines the theory and practice of diplomacy with the theory, practice and challenges of global governance, at the level of an initial academic master. Rooted in a broad and progressive understanding of International Relations (IR), the degree is inter-disciplinary in nature drawing on a core of scholarly and policy-oriented courses in IR, political science, economics and international law as well as communication studies. The degree is offered by Vesalius College in cooperation with a strong network of adjunct professors in both pillars. The programme benefits from existing links with a wide range of think tanks and universities (such as the Egmont Institute and the Royal Military Academy), linking academic perspectives with practice-oriented application and internship opportunities.

The degree valorises its Brussels location by utilising Vesalius College's close and extensive links with the European institutions and related organisations (representations of private or public interests in the EU, NGOs, think tanks), and by organising lectures, seminars and other 'practice-embedded learning opportunities' offered by scholars and practitioners closely involved with embassies, international diplomatic institutions, the EU policy-making process and the wider Brussels diplomatic community.

The programme also serves as a strong conceptual and theory-fueled foundation for further studies. The programme consists of 90 ECTS credits (with the option of a 120 ECTS version). The programme breaks down into core theoretical foundational courses, specialisation courses in the two streams of diplomacy and global governance, a strong MA Thesis and Research Methods track and a Capstone practicum, including the possibility of doing a Brussels Graduate internship.

For students taking the 120 ECTS option, an additional module 'Risk Analysis and Early Warning' (GRACM Part 1) is added (15 ECTS), as well as an intensive internship (9 ECTS) and an additional course on either Theories and Applied Issues of Global Security and Strategic Studies (6 ECTS) or Geopolitics (6 ECTS).

The official **learning objectives** of the programme are:

1. (a) To provide students with interdisciplinary knowledge and understanding of the major theoretical debates related to diplomacy and diplomatic studies as well as to global governance as a process and policy goal; (b) the main differences and common threads between diplomacy and global governance as well as the concrete policy-making procedures and outcomes generated by key actors (state and non-state); (c) processes and dynamics in major policy areas that cross national borders. This should form the basis for applying theory-informed arguments with a level of originality.
2. To facilitate and foster students' problem-solving capacities by drawing on the interdisciplinary knowledge and insights generated by theories of diplomacy and global governance, and to apply major concepts and paradigms in an interdisciplinary and integrative manner to concrete policy cases, challenges and solutions related to global economic governance, global justice, global peace and security, sustainable development as well as to related wider contexts and conundrums.
3. To develop and hone students' ability of integrating knowledge and complex insights and to develop evaluation and judgment capacities related to social and ethical issues and dimensions. Particular emphasis is placed on students' ability to identify major societal and moral challenges related to diplomacy and global governance and their real-life implications.
4. To develop and demonstrate a variety of communication skills related to presenting research, major conclusions, rationales, arguments and research limitations in a clear, precise and effective manner to specialist and non-specialist scholarly and policy-maker audiences in the field of diplomatic studies and global governance as well as related fields.
5. To develop and demonstrate life-long learning skills, autonomy of thought, self-directed research as well as a critical assessment of one's strengths, weaknesses and paths towards improvement and continuous learning.
6. To develop further skills, competences and attitudes, such as effective team-work, leadership, intercultural awareness, an attitude of open-mindedness, academic integrity and critical (self-) reflection with a view to contribute to rigorous analysis and diverse academic debates.

## **Structure and Core Content of the Programme (90 ECTS)**

### **SEMESTER 1: (SEPTEMBER – JANUARY) – Core Foundations (30 Credits)**

In the first semester, the theoretical foundations for the degree are laid with the two main courses 'The Theory and Practice of International Relations' and 'The Theory and Practice of Diplomacy and Global Governance'. These courses aim to bridge theoretical and practical perspectives and to provide an understanding of the linkages between international relations, diplomacy and global governance. This is complemented with an overview course of foreign policy analysis within and beyond the state. Particular emphasis in the foundation semester is placed on the research methods course and the MA Thesis Preparatory Seminar which serve as the starting point for later courses.

POL403M Foreign Policy Analysis within and beyond the State	6 ECTS
POL411M The Theory and Practice of International Relations	6 ECTS
POL442M The Theory and Practice of Diplomacy and Global Governance	6 ECTS
POL495M MA Thesis Preparatory Seminar	6 ECTS
SSC471M Research Methods	6 ECTS

## **SEMESTER 2: (JANUARY– MAY) – Specialisation Tracks (30 ECTS)**

### **Four Compulsory Courses, MA Thesis I and One Elective**

#### **COMPULSORY COURSES IN DIPLOMACY AND GLOBAL GOVERNANCE (MADAGG)**

POL412M Current and Future Challenges in Diplomacy	6 ECTS
POL422M Mediation, Negotiation and Conflict Resolution in Theory and Practice	6 ECTS
POL446M Transnational Network Diplomacy and Global Public Policy	6 ECTS
POL497M MA Thesis I	6 ECTS

*And two elective courses (see list below)*

POL416M Public Diplomacy	6 ECTS
POL4211M Disinformation, Cyber Warfare and Post-Truth	6 ECTS
POL417M International Relations of the Korean Peninsula	6 ECTS
POL424M Terrorism, Courterterrorism and (De-) Radicalisation	6 ECTS

## **SEMESTER 3 (MAY-AUGUST): MA Thesis II, Capstone Course + One Elective (30 ECTS)**

In the third semester, students concentrate on advancing their MA thesis and take the Capstone course. For the thesis, students continue to meet with their supervisors and regularly present their progress in research colloquia and apply research methods acquired in the previous semesters. In addition, students embark on their Capstone project, working on a real-life problem at the intersection of diplomacy and global governance by applying their knowledge to a concrete policy problem. Working on both the theory-guided thesis and the policy-oriented capstone in parallel contributes to the overarching goal of encouraging students to become deeply familiar with both theory-intensive and applied research and the conventions of both realms. In addition to the MA Thesis and the Capstone, students take one elective. 90ECTS students can choose to take an internship (note that students taking the 120 ECTS option – see below – cannot take an internship in the third semester as they take an extensive internship in the additional semester).

POL492Mb Intensive Capstone	9 ECTS
POL498Mb MA Thesis II	15 ECTS

One elective from below:

INT481M Internship (only for students with 90-credit option)	6 ECTS
POL402M Cases and Issues in Global Security & Diplomacy	6 ECTS

### **Additional semester for the 120 ECTS track (30 ECTS credits, 2 courses and 5 modules)**

Students have the option of following a 120 ECTS track for the MA Programme in order to widen their knowledge, deepen their practical skills with an extensive internship and take a concentration in Global Risk Analysis. Since some national career-tracks in diplomacy or government service can require a 120 ECTS MA, the programme offers the additional flexibility of enrolling for 30 additional ECTS credits with an additional semester.

1. Students take a 9 ECTS intensive internship;
2. A course on Theories and Applied Issues of Global Security and Strategic Studies or geopolitics;
3. The Risk Analysis concentration of five weekend modules (GRACM).

INT482M Intensive Internship	9 ECTS
POL421M Theories Et Applied Issues of Global Security Et Strategic Studies	6 ECTS
or	
POL413M Geopolitics	6 ECTS

### **Risk Analysis and Early Warning of the Global Risk Analysis and Crisis Management (GRACM) specialisation**

These 15 ECTS provides students with the opportunity to widen their knowledge from an applied and interdisciplinary perspective. The risk analysis training complements students' need for additional instruction on risk-related issues in the field of global security and strategic studies. These modules are taught during weekends, which increases the flexibility for students, and follow the TPEL approach, with Friday evening roundtable discussions and Saturday intensive eight-hour lectures, seminars and simulations.

GRACM01M Understanding Risks, Grasping Uncertainty	3 ECTS
GRACM02M Analysing Risks, Preparing for Uncertainty	3 ECTS
GRACM03M Open Source Intelligence: Tools and Techniques	3 ECTS
GRACM04M A New Information Environment: Media, Conflict and Crisis Communication	3 ECTS
GRACM05M Global Crisis Monitoring, Conflict Analysis Et Early Warning	3 ECTS

### **Master in Global Security and Strategy (MAGSS)**

The main aim of the Master of Arts in Global Security and Strategy is to provide students with a unique high-level, high-quality and policy-relevant academic graduate programme that concentrates on differing interpretations of strategy and geopolitics by bringing together key perspectives from the sub-fields of security studies and strategic studies. As such, the programme offers three perspectives on the major issues, institutions and actors, theories and processes of key themes related to the causes of war, prevention of war, and the strategic promotion of peace and conflict resolution as well as global security governance. In addition, students benefit from an outstanding network of leading international experts associated to the programme. This not only guarantees students close contacts with relevant international academic expertise but links them into a wide range of professional and policy-making contacts, both of which are well incorporated into the contents and overarching philosophy of the programme.

The programme seeks to foster students' acquisition of fundamental knowledge of the theory and practice of international relations and an appreciation of the theories and applied issues of global security and strategic studies. It aims to provide a solid methodological foundation for conducting independent and original research. The programme places strong emphasis on bridging the theory-practice divide by relying on 'STEP' (Student-centered, Theory-guided, Educational Excellence that is Practice-embedded). Subsequently, the graduates of this programme will be equipped with a mind- and skillset that brings together solution-oriented insights from different theoretical, conceptual and policy-oriented angles.

As a result, the degree breaks new ground in promoting a community of learners and graduates comfortable with comparing, contrasting and synthesising opposing views, assumptions and policy recommendations from areas including, war studies, peace-building, diplomacy, global governance and strategic studies. The core glue and red thread that guides students through this cross-perspective curriculum will be a strong foundation in the theory and practice of International Relations, security and strategic studies in theory and practice as well as international organizations and a multidisciplinary perspective of global (security) governance.

The official **learning objectives** of the programme are:

1. The graduate demonstrates thorough knowledge and understanding of the major theoretical debates related to Security Studies and Strategic Studies and is capable of independently formulating theory-informed arguments with a level of originality to address a complex situation.
2. The graduate demonstrates autonomy when applying major concepts and paradigms in a interdisciplinary and integrative manner to complex policy challenges related to security and strategic issues as well as when proposing alternative solutions to complex problems by drawing on the interdisciplinary knowledge and insights from theoretical literature.
3. The graduate recognises major societal and moral challenges related to global security and strategic studies and their real-life implications and to autonomously draw on interdisciplinary knowledge to offer original policy proposals to mitigate them in a way suitable for specific context.
4. The graduate demonstrates the ability to communicate effectively major conclusions, rationales, arguments and research limitations to specialist and non-specialist scholarly and policy-maker audiences in the field of security and strategic studies and beyond.
5. The graduate demonstrates the autonomy of thought and critical self-assessment skills necessary for life-long learning and continuous improvement.
6. The graduate possesses diverse skills, competences and attitudes-such as effective teamwork, leadership, intercultural awareness, an attitude of open-mindedness, academic integrity and critical (self-)reflection--to contribute to rigorous analysis and diverse academic debates.

## **SEMESTER 1: (September – JANUARY) – Core Foundations (30 ECTS)**

In the first semester, the theoretical foundations for the degree are laid with the two main courses 'The Theory and Practice of IR' and 'Theories and Applied Issues of Global Security and Strategic Studies'. These courses aim to bridge theoretical and practical perspectives and to provide an understanding of the linkages between the domains of security and strategic studies. This is complemented with a course on geopolitics.

Particular emphasis in the foundation semester is also placed on the research methods and MA thesis preparation modules.

POL411M The Theory and Practice of International Relations	6 ECTS
POL413M Geopolitics	6 ECTS
POL421M Theories and Applied Issues of Global Security and Strategic Studies	6 ECTS
POL495M MA Thesis Preparatory Seminar	6 ECTS
SSC471M Research Methods	6 ECTS

## **SEMESTER 2: (January – May) – Specialisation Tracks (30 ECTS)**

### **Three Compulsory Courses, MA Thesis I and One Elective**

#### **COMPULSORY COURSES IN GLOBAL SECURITY AND STRATEGY (MAGSS)**

HIS402M History of Great Power Competition in the XXI Century	6 ECTS
POL429M Grand Strategy in Theory and Practice	6 ECTS
POL4210M Non-Traditional Security Threats in Theory and Practice	6 ECTS
POL497M MA Thesis I	6 ECTS

*And one elective course (see list below)*

POL416M Public Diplomacy	6 ECTS
POL4211M Disinformation, Cyber Warfare and Post-Truth	6 ECTS
POL417M International Relations of the Korean Peninsula	6 ECTS
POL424M Terrorism, Courterterrorism and (De-) Radicalisation	6 ECTS

## **SEMESTER 3 (May–August): MA Thesis, Capstone Course + One Elective (30 ECTS)**

In the third semester, students concentrate on advancing their MA thesis and take the Capstone course. For the thesis, students continue to meet with their supervisors and regularly present their progress in research colloquia and apply research methods acquired in the previous semesters. In addition, students embark on their Capstone project, working on a real-life problem by applying their knowledge to a concrete policy problem. Working on both the theory-guided thesis and the policy-oriented capstone in parallel contributes to the overarching goal of encouraging students to become deeply familiar with both theory-intensive and applied research and the conventions of both realms. In addition to the MA Thesis and the Capstone, students take one elective. 90ECTS students can choose to take an internship (note that students taking the 120 ECTS option – see below – cannot take an internship in the third semester as they take an extensive internship in the additional semester.

POL492Mb Intensive Capstone	9 ECTS
POL498Mb MA Thesis II	15 ECTS
One elective from below:	
• INT481M Internship (only for students with 90-credit option)	6 ECTS
• POL402M Cases and Issues in Global Security & Diplomacy	6 ECTS

### **Additional semester for the 120 ECTS track (30 ECTS credits, 2 courses and 5 modules)**

Students have the option of following a 120 ECTS track for the MA Programme in order to widen their knowledge, deepen their practical skills with an extensive internship and take a concentration in Global Risk Analysis. Since some national career-tracks in government service can require a 120 ECTS MA, the programme offers the additional flexibility of enrolling for 30 additional ECTS credits with an additional semester.

1. Students take a 9 ECTS intensive internship;

2. A course on Theories and Practice of Diplomacy and Global Governance;
3. The Risk Analysis concentration of five weekend modules (GRACM).

INT482M Intensive Internship	9 ECTS
POL442M The Theory and Practice of Diplomacy and Global Governance	6 ECTS
or	
POL403M Foreign Policy Analysis within and beyond the State	6 ECTS

### **Risk Analysis and Early Warning of the Global Risk Analysis and Crisis Management (GRACM) specialization**

These 15 ECTS provides students with the opportunity to widen their knowledge from an applied and interdisciplinary perspective. The risk analysis training complements students' need for additional instruction on risk-related issues in the field of global peace, security and strategic studies. These modules are taught during weekends, which increases the flexibility for students, and follow the TPEL approach, with Friday evening roundtable discussions and Saturday intensive eight-hour lectures, seminars and simulations.

GRACM01M Understanding Risks, Grasping Uncertainty	3 ECTS
GRACM02M Analysing Risks, Preparing for Uncertainty	3 ECTS
GRACM03M Open Source Intelligence: Tools and Techniques	3 ECTS
GRACM04M A New Information Environment: Media, Conflict and Crisis Communication	3 ECTS
GRACM05M Global Crisis Monitoring, Conflict Analysis Et Early Warning	3 ECTS

## **COURSE DESCRIPTIONS**

### **History of Great Power Competition in the 21st Century**

**HIS402M**

This compulsory course introduces a study of the variables impacting the rise and fall of great powers in history and concludes with a focused analysis of the rising global strategic competition between the United States and China and, to a lesser degree, Russia. Students will follow a course of case studies to apply historical and IR methods and theories to understand the drivers of great power competition and the key determinants of the struggles' ultimate outcomes. Key cases studies will include the following: Greece and Persia and/or Athens and Sparta; the United Kingdom and France; the United Kingdom and Germany; the United States and the Soviet Union; and the United States and China and Russia in the 21st century. The course examines factors of national/state power and their role in strategic competition between great powers. Within the study of power, the role of a state's organizing structure – i.e. political system (democratic versus autocratic), state extractive capabilities (access to and use of available resources), etc. – plays a prominent role throughout the course as students will wrestle with understanding potential advantages and disadvantages of various political systems. The course also looks at the role of alliances as a means of external balancing in systemic competition. Finally, the role of international institutions is also examined when the course focuses on modern great power competition.

### **Internship**

**INT481M**

The 6 ECTS MA internship consists of a 150-hour position at a partner institution of the College within the framework of the Vesalius College Internship Programme (organised and coordinated by the College's careers and internship office). It provides an excellent opportunity for students to gain valuable professional experience in a truly international environment that can help students orient their career choices after graduation and build relationships with professionals and organisations.

The internship is unpaid and can be taken as an elective course. The standard 150 hours internship is evaluated with a letter grade and is worth one academic course or 6 ECTS. While each internship experience is distinctive based on the nature and scope of the organisation itself, the academic internship advisor takes care of the overall quality, the level of the internship, ensuring that the level corresponds with that of an academic postgraduate level course.

### **Intensive Internship**

**INT482M**

The 9 ECTS MA internship consists of a 225-hour (9 ECTS) position at a partner institution of the College within the framework of the Vesalius College Internship Programme (organised and coordinated by the College's careers and internship office). It provides an excellent opportunity for students to gain valuable professional experience in a truly international environment that can help students orient their career choices after graduation and build relationships with professionals and organisations.

The internship is unpaid and can be taken as an elective course. The standard 225 hours internship is evaluated with a letter grade and is worth 9 ECTS. While each internship experience is distinctive based on the nature and scope of the organisation itself, the academic internship advisor takes care of the overall quality, the level of the internship, ensuring that the level corresponds with that of an academic postgraduate level course.



This course provides a broad platform to discuss current debates, trends and issues in international relations. The course comprises two main parts. For one, the course addresses the drivers shaping the evolution of international affairs over the medium to long-term and their potential implications for international stability and governance. For another, it focuses on one critical aspect of the current international security and governance agenda, namely the experience of state-building, based on practical case-studies.

The review of the forces shaping international affairs includes an introduction to the practice of foresight and, in particular, scenario planning, the outline of the main trends at play as well as of the major uncertainties surrounding them, the presentation of some of the scenarios recently produced by leading research centres and other bodies, as well as the debates surrounding the potential consequences of 'alternative futures' for the international system and for Europe's role on the global stage.

**Foreign Policy Analysis within and beyond the State****POL403M**

This foundational course aims to give the students insights in the discipline of Foreign Policy Analysis (FPA). It complements "The Theory and Practice of International Relations" course by offering an overview of major theories of FPA and problematizing inter-disciplinary debates on levels of analysis and structure and agency in international politics. The course introduces the theoretical frameworks of rational choice, bureaucratic/ organizational, institutional, societal, psychological and ideational approaches to FPA. The course explores the way in which foreign policy processes at the domestic level interact and impact over international politics. It looks at the way in which a plethora of public and private actors contribute in shaping foreign policy outcomes. It offers insights in the making of economic statecraft and humanitarian policy-making. It finally gives an overview of the way in which foreign policy is made in the European Union (EU).

**The Theory and Practice of International Relations****POL411M**

This foundational course introduces students to the major theories and core concepts of the discipline of International Relations (IR) and their practical application to historical and contemporary policy issues. Students analyze the different theoretical schools (in particular the 'grand debate' between liberalism and realism as well as constructivism and critical theories) as well as Western and non-Western traditions of IR thinking and make the first connections on how the intellectual foundations of IR theories are related to the theoretical and conceptual assumptions behind state and non-state approaches to diplomacy and global governance). The course will examine the influence of state actors and non-state actors on global affairs and will challenge students to reflect on the possibilities and constraints related to reforming the current practice of International Relations.

**Current and Future Challenges in Diplomacy****POL412M**

This course addresses current and future challenges in diplomacy. Students will learn to analyse contemporary problems and issues appearing in diplomatic horizon by using theoretical presumptions and applying them to the cases selected. It combines theoretical models from International Relations and Comparative politics to identify the major processes and actors currently setting and shaping the diplomatic agenda. Given the immense speed of change and in international relations since the end of the Cold War, the methodology of diplomacy has changed from traditional club diplomacy to network-based diplomacy. Against this background we will see how actors widen and reshuffle the toolbox of

diplomacy in order to meet these challenges. The course puts special emphasis on the current crisis of the West and the threats to multilateralism, on security challenges, new technologies and the strive for the last free spots on earth (and beyond).

### **Geopolitics**

**POL413M**

This course explores the major concepts, theories and in particular concrete policy issues of the subfield of geopolitics. Geopolitics provides a distinct perspective on the interplay between geography, power and foreign policies and has –in its beginnings in the 19th century– been associated with a 'realist' view of international relations. Yet, in recent years 'critical geopolitics' has added further nuances to the study of geopolitics. Students will explore the evolution and impact of geopolitical developments across major regions and will apply those insights to assessing underlying dynamics of cooperation and conflict.

### **Public Diplomacy**

**POL416M**

This course offers a broad overview of the field of political communication and public diplomacy. It will connect public diplomacy to the study of power, influence and strategy in international and global politics. During the course we will discuss and apply theories regarding 1) the making of international communication strategies (priming, framing, agenda setting; impression management); 2) the changing relationship between media and politics (journalistic role perceptions); and 3) the role and major dimensions of Public diplomacy (e.g. cultural diplomacy, advocacy; exchange diplomacy; international broadcasting).

### **International Relations of the Korean Peninsula**

**POL417M**

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.

### **Theories and Applied Issues of Global Security and Strategic Studies**

**POL421M**

This core foundational course introduces students to the major theories, concepts and discipline-specific assumptions of the subfields of security studies and strategic studies. Students will be encouraged to compare and contrast the differences and similarities between the two different sub-disciplines and build connections between the different practical approaches related to military tools, civilian tools and overarching 'comprehensive strategies'. In addition, students will be introduced to global perspectives on the core concepts of 'security' and 'strategy-making'. Run in parallel to, and in dialogue with, the core foundational course The Theory and Practice of International Relations, students are encouraged to draw connections between major IR theories and theoretical approaches within security and strategic studies.

## **Mediation, Negotiation and Conflict Resolution in Theory and Practice**

**POL422M**

This course provides students with a comprehensive overview of the main theories and approaches to mediation, negotiation and conflict resolution. The course draws on major case studies of successful resolution of different types of conflicts across the globe and challenges students to assess and practice themselves core approaches to mediation and negotiation of conflicts in different scenarios with particular emphasis on the role of culture. The course brings together different strands of the sub-disciplines of conflict resolution, negotiation and mediation in order to provide students with a solid grounding in diplomatic and non-violent approaches to peacemaking. The course also includes sessions provided by mediation experts and practitioners from, inter alia, the EU, UN and government departments.

## **Terrorism, Counterterrorism and (De-)Radicalisation**

**POL424M**

This elective seeks to enhance students' understanding of ideological, strategic, and operational characteristics of global terrorism, radicalization as well as counter-terrorism strategies in the 21st Century. Students will define terms associated with the movement, and explore the development, motives, tactics as well as the variety of conditions of radicalization and terrorism, with a specific focus on terrorist groups in the Middle East, Africa, and South-East Asia. It provides both a critical assessment of the contributing factors behind the emergence of terrorism as well as of the methods and policies used by national and international actor to prevent and counter terrorism. The course further provides an overview of how the so-called "Internal-External Security Nexus" is currently shaping up considerations on how to build up credible anti-terrorism strategies, in Europe and beyond. Policy debates, statements and literature from a diversity of actors will be introduced to create a comprehensive understanding of all perspectives involved in counter-terrorism strategies.

## **Grand Strategy in Theory and Practice**

**POL429M**

This compulsory course aims to deepen students' understanding of the history and theory of grand strategy and strategy-making. Building on the Core Module on Theories and Applied Issues of Security and Strategic Studies, this compulsory module focuses on key authors of grand strategy since Sun Tsu and Thucydides and allows students to delve into the theory of strategy-making across time in Western and non-Western contexts. Students will also learn to apply strategic thinking to major contemporary dilemmas global affairs. Issues to be explored throughout and across the weekly topics include different levels of strategy (political, operational, tactical), the relationship between leadership and strategy, strategy and geopolitics, strategy-making and morality as well as comprehensive and focused approaches to strategy implementation.

## **Non-traditional Security Threats in Theory and Practice**

**POL4210M**

This compulsory course provides a comprehensive analysis of so-called 'non-traditional security threats' or 'new security' challenges, driven by technology, climate change and contemporary issues. The course provides a theoretical analysis of 'classical' and 'new' security challenges and provides a critical assessment of the extent to which this distinction may or not may play out in theory and practice. The course assesses major security threats, such as cybersecurity, the use of drones, energy security, the climate-security nexus as well as the use of non-conventional weapons by non-state actors and reviews responses and policies by states and international organizations. In line with the general objectives of the MAGSS of a global perspective, the course will assess the impact of these

security threats from different regional perspectives.

### **Disinformation, Cyber Warfare and Post-Truth**

**POL4211M**

Information and Communication Technologies – such as internet, social media, mobile phones and artificial intelligence – have a pervasive effect on our daily life. They contribute at shaping the infrastructure of our communication systems. The wide accessibility of such technologies offered a powerful toolkit for perpetuating war and other crimes. Cybercrime, espionage, disinformation campaigns, destruction of critical infrastructure constitute are some of the challenges of the current global information and communication ecology. The course explores the way in which a variety of state and non-state actors craft hybrid warfare techniques and elaborate strategies to counter cyber and hybrid threats. The course includes a variety of case studies – from Russia to China and other countries – and critically assess how fake news and hybrid warfare impact on these countries strategies vis-à-vis friends and foes alike.

### **The Theory and Practice of Diplomacy and Global Governance**

**POL442M**

This foundational course introduces students to the major theories, concepts and discipline-specific assumptions of the subfields of diplomatic studies and the theory and practice of global governance. Students will be encouraged to delve into the historical and theoretical conceptual debates of diplomatic studies, the changing nature of diplomacy in the wider context of state-centric and non-state-centric approaches to global governance. In addition, students will be introduced to global perspectives on the core concepts of 'security' and 'strategy-making'. Run in parallel to, and in dialogue with, the core foundational course The Theory and Practice of International Relations, students are encouraged to draw connections between major IR theories and theoretical approaches within the study of diplomacy and global governance.

### **Transnational Network Diplomacy and Global Public Policy**

**POL446M**

This course examines the rise and influence of 'transnational network diplomacy' (TND) and global public policy-making. TND is an umbrella term for a variety of emerging diplomacy actors that go beyond the rigid hierarchies of state-to-state diplomacy, but rather encompass a variety of state and non-state actors (such as transnational civil society groups, international experts, philanthropic or educational foundations, think tanks) as well as influential individuals (including policy entrepreneurs or 'celebrity diplomats') that influence state-based diplomatic processes and outcomes. The course not only examines the functioning, strengths and weaknesses of transnational network diplomacy and its evolution, but also places it in the wider context of collaborative diplomatic approaches to global public policy-making.

### **Intensive Capstone**

**POL492Mb**

The aim of the Intensive Capstone is to allow students at the end of their MA studies to synthesize and draw on all their acquired knowledge and skills in order to apply them to a complex, real-life policy problem. 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. This course requires a high level of independence, time- and information management as well as an impeccable level of professionalism and work ethics. A key emphasis will be placed on students' immersion in and exchange with think tank debates

in Brussels and with guest lectures provided by international scholars. Students will work in the framework of group work and individual in-depth research. The nature of the Capstone course as a Senior Seminar requires a high level of independent thought, academic maturity, intellectual curiosity and exchange of ideas. It also requires students to effectively work in think tank teams. A mature approach to teamwork, efficient division of labour, adherence to clear timelines and deadlines and the early resolution of potential conflicts between team members is essential.

### **MA Thesis Preparatory Seminar**

**POL495M**

In coordination with the Research Methods course, the MA Thesis and Capstone Preparatory Seminar will provide students with further training on academic writing skills and academic conventions, structure, topic choice and application of research methods related to the MA Thesis. In addition, it will provide students with basic understandings and nuts and bolts of the Capstone course; students meet with their MA supervisors to discuss initial ideas for the thesis and practice the core elements of thesis writing, including the drafting of the research question, literature review and theoretical framework. In the second half of the course, students will also tentatively incorporate their research design (developed in parallel in the research methods course) in the initial outline of the thesis and beginnings of the theoretical framework for the thesis. Students learn to contrast theoretical work with the policy-oriented conventions of the Capstone course. In addition, students follow selected evening lectures on global perspectives on selected issues of diplomacy and global governance.

### **MA Thesis I and MA Thesis II**

**POL497M and POL498M**

These two courses – offered respectively during the second and third semester – complement the course MA Thesis and Capstone Preparatory Seminar (POL 495). They will provide students with further training on academic writing skills and assist them in the redaction of their MA theses.

Prerequisite: POL495M is the prerequisite for POL497M, POL497M for POL498Mb

### **Research Methods**

**SSC471M**

This course focuses on the most important foundations in common research methods, skills and tools for all MA Students. The course introduces students to the main quantitative and qualitative methods required for International Relations as well as security and strategic studies and trains students in basic research design required for writing the MA thesis in the following semester. The course thus provides the main building-blocks for mastering advanced research skills as well as major tools for extended research papers and thesis-writing. This course is offered in parallel to the MA Thesis Preparatory Seminar, where students practice more in-depth the core elements of the MA thesis, choose their core research question and MA thesis topic as well as the appropriate research method encountered in this course (see below). The course is thus designed to be an essential tool by which to acquaint MA students with the appropriate research techniques and methodologies in the canon of International Relations (IR) and Social Science Research Methods, as well as with the tools by which to grasp and analyze major aspects of Security and Strategic policies.

## **INTERNSHIPS**

The internship provides an excellent opportunity for students to gain valuable professional experience that can help to orient their choices after graduation. Completing an internship before graduation will give students a competitive advantage. The internship consists of a 150-hour (6 ECTS) or 225-hour (9 ECTS) position at a partner institution of the College within the framework of the Vesalius College Internship Programme.

Placements include international organisations, NGOs, companies, lobby organisations and embassies in Brussels. Organised by Vesalius College's Study Abroad and Internship Department, with its wide experience of offering and administering such internships, the internships are purposefully sought for their ability to provide students with suitable professional places in which to experience, understand and learn the practical, personal, and organisational skills of operating in the policy-making community of Brussels.

### **Conditions and Application**

Vesalius College students are eligible for 6 ECTS (INT481M) and 9 ECTS (INT482M) credit internships. Because the College will administer and award credit for the internship, the student must pay tuition for the internship course, even when it has been arranged by the student.

A list of internship partners and internship profiles are available on the MA Internship Catalogue; internship profiles describe the organisation, the nature of the work, and 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. Please note that some partners might require the student to complete more hours than the required ones for credits; it will be noted on the internship profile.

There is no guarantee students will be selected for the internship positions applied. Internship applications take place in the semester preceding the one in which the student wishes to do the internship. Applications instructions and dates will be explained in the Internship Catalogue for MA Students. Students must be very vigilant and monitor their email so that they are aware of the application deadlines each term. Once the catalogue has been issued, students must complete the internship application before the deadline established on the catalogue. Students should select a maximum of three internship offers and prepare a CV and cover letter for each.

The selection procedure can take time. Vesalius' internship partners will select students based on their CV, cover letter and performance at interview. In addition, delays in securing an internship can mean that the student will need to work more hours per week during the rest of the semester to complete the total number of hours required to receive full credit.

Students may find their own internships but need to request approval from the MA Programme Director and the Advisor of the respective major if they want to receive academic credit for the internship.

To assist students with life after college and to prepare them for their internships, Vesalius College offers students the opportunity to attend career seminars and individual coaching sessions. This free service aims to help graduates gain a competitive advantage in the job market after graduation. This is achieved by helping students determine their career objectives in addition to acquiring the skill sets

necessary to achieve their professional goals. The workshops range from CV and cover letter writing to information on networking and how to apply for various internship programmes offered in Brussels. The counselling sessions are organised twice per year by the Study Abroad and Internship Department.

### **Requirements and Assessment**

For the 6 ECTS internship (INT481M), students work for a minimum of 150 hours. For the 9 ECTS internship (INT482M), students work for a minimum of 225 hours. The intern must keep track of the hours spent at the internship in a log that is countersigned by a supervisor in the organisation. The internship will always be unpaid, and the student will be responsible for transportation costs to and from the internship site unless this cost is covered by the internship partner.

Students must comply with all the internship tasks stipulated on the internship syllabi INT481M or INT482M. The internship is given a letter grade by a Vesalius faculty member. This grade is based primarily on the internship partner's evaluation of the student's work and on a final report by the student on the internship experience. These and other requirements (meeting with a faculty adviser, expected behaviour, etc.) are outlined in the internship syllabi.

A contract will be drawn up between the student, the internship partner and Vesalius College. 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 internship.

For more detailed information on the application procedures and regulations please contact the Study Abroad and Internship Department at [studentinternships\\_bsog@vub.be](mailto:studentinternships_bsog@vub.be).

## **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.

But 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 publicized in the MA 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. 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 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 or concern, students may always consult the ombudsperson, whose job it is to mediate conflicts that may arise. 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 taking leave of absence, may register online or by email during the designated registration period.

## **Course Load**

Fulltime students must take courses for 30 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.

## **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 Programme Director.

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, students 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 will be made available during the first class. It should contain 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).

### **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.

## 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 in-class meeting is mandatory, except in case of medical emergency (e.g. sickness) or other serious and justified reason. Students will need to provide evidence for missing class (doctor's note). If evidence is provided, the missed class is considered an excused class. If no evidence is provided immediately before or after the class, the missed class is considered as a missed class.

## 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 clear 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 'F's' 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
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Instructors teaching relatives (defined as husbands, wives, parents, children and cousins) or intimate partners of either gender must inform the Vice-Dean. The Vice-Dean 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. In the case of an emergency or for other legitimate reasons for absence, the instructor can ask the Vice-Dean 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. Students with documented learning disabilities may ask for special consideration in taking final exams, with the consent of the Vice-Dean. Mid-term examinations should, as a general rule, be held during the seventh week of classes. Final examinations are given during the fourteenth week of the semester. Any other form of final examinations must be approved by the Vice-Dean for Education 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. 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. 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 the 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 the Friday. 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**

If a student fails a course, two different policies are available that give students a second chance to pass the course: (1) re-sit and (2) re-take. The re-sit policy offers students who completed a course with a final grade between 30% and 50% the possibility to repeat one failed assignment (including exam) in that course. Re-sit does not result in any additional charges for the student and applies to all courses, except for the Capstone course (for more details see below).

The re-take option is for students who completed a course with a final grade below 30% and for students who failed the re-sit opportunity or who did not take the chance to re-sit. In these cases, students have to repeat the course and pay the full fee for the course again (for more details see below).

## **Re-Sit Policy**

Due to the intensive nature of the programme, students can be given the opportunity to re-sit an assignment or an exam for a course if the student's total final grade for this course is between 30% and 50%.

The following general rules apply:

1. If the student's total final grade for a course is between 30% and 50%, s/he is given the possibility to re-sit one failed assignment per course (e.g. a research paper or in-class examination).
2. The possibility to re-sit does not apply if the student's total final grade for a course is below 30%. In this case, the student has to re-take the entire course (see re-take policy below).
3. The possibility to re-sit does not apply to the Capstone course. In case a student's total final grade for the Capstone course is below 50%, the student has to re-take the entire course (see re-take policy below).
4. The possibility to re-sit does not apply to group assignments.

Re-sit sessions are organised during Week 4 of the following semester. The exact date of the re-sit session will be communicated by the course instructor by Week 2 of the following semester.

The new grade obtained by a student in the re-sit session replaces the grade of the assignment for which a student has taken the re-sit option. The other grades obtained throughout the course do not change. The new total final grade is composed of the new grade obtained in the re-sit session and the other grades obtained throughout the semester.

If a student successfully obtains a pass for the assignment for which the student takes the re-sit and if the final grade for the course cumulatively accounts for a pass, the original F will not be counted in the computation of the GPA and will disappear from the academic record.

For each MA course, students are granted one opportunity to re-sit each time a course is taken. A failure (F) in a re-sit session does not prevent the student to re-take the course entirely the next academic year. Failure to pass a course after the re-take attempt will result in an overall failure of the degree programme.

### **Re-Sit for the MA thesis**

In the case of a failed MA thesis, the student and the two supervisors will agree on a new submission date. This date cannot be later than the end of Week 8 of the following semester.

## **Re-Take Policy**

If students fail the re-sit exam or assignment, or if they had scored less than 30% of the final grade for a course, they are required to repeat (re-take) the entire course. Students are allowed to re-take a course only once. The student will be charged for the re-taken course at a rate of 1300 Euros.

When a student re-takes 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 a FRE (Failed but Retaken).

If the failed course is an elective course, which is not offered the next academic year, the student is allowed to take an equivalent alternative course (in agreement with the MA Director).

## **Failing a Retaken Course**

Failure to pass a course after the retake attempt will result in an overall failure of the degree programme.

The following conditions apply:

- Students are allowed to re-take a course only once;
- A maximum of three courses over the total Vesalius College programme taken by a student are eligible for FRE status;
- A WF grade given by the SCC for academic dishonesty or disciplinary reasons cannot be redesignated as FRE when the courses are repeated;
- The degree credit is awarded only once, regardless of how many times a course is repeated.

## **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.

## **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.

## **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 signaled to the relevant Programme Director and/ or 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 and the extent of material plagiarised)

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. Sanctions of suspension and expulsion will appear on the student transcript.

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. 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 Dean 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 for Education'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.

## **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.

### **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 Dean 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 <a href="http://www.vub.ac.be/BIBLIO/index_en.html">www.vub.ac.be/BIBLIO/index_en.html</a>	ULB, Solbosch Campus - Building NB Tel: +32(0)2 6502377 <a href="http://www.bib.ulb.ac.be">www.bib.ulb.ac.be</a>
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 & B006) and building E, level 0.

Students have access to the VUB computer centres. At Vesalius College, they can use their laptops to

print on the printer-scanner.

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 (<http://webmail.vub.ac.be>) 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. This service is available via <http://studentportal.vesalius.edu>.

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

## **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 extra time allowed for 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 or 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](mailto:lbond@vub.be).

Numeracy assistance and tutoring are offered for statistics and mathematics. Students who wish to get this extra help should get in touch with the person in charge, Dr. Dean Vucinic.

## **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](mailto: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

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

# VESALIUS COLLEGE - ACADEMIC CALENDAR 2022-2023 (MA)

## ACADEMIC WEEKS

## ACADEMIC EVENTS

Semester I - Fall 2022			
ORIENTATION		21-22 September	Teaching quality workshops
		23 September	Orientation & registration
26 September - 02 October	Week 1	26 September	First day of classes
03 October - 09 October	Week 2	26 September - 02 October	Late registration for all students
10 October - 16 October	Week 3	09 October	Last day to add a course (for continuing students only)
17 October - 23 October	Week 4	17 - 23 October	Re-sit week (for continuing students only)
24 October - 30 October	Week 5		
31 October - 06 November	Week 6	01 November	Bank holiday & Academic holiday
07 November - 13 November	Week 7	02 November	VUB holiday
14 November - 20 November	Week 8	11 November	Bank holiday
21 November - 27 November	Week 9	18 November	Academic holiday (Verhaegen)
28 November - 04 December	Week 10	28 November - 04 December	Pre-registration
05 December - 11 December	Week 11	05 - 11 December	Instructors submit exam for review
12 December - 18 December	Week 12		
19 December - 25 December	Week 13	19 - 25 December	Recommended revision session (not mandatory class)
26 December - 01 January 2023	Winter holiday	25 December	End of classes / AQC Folders due
02 January - 08 January	Winter holiday	26 December - 01 January	Winter holiday (no classes)
09 January - 15 January	Week 14	02 - 08 January	Winter holiday (no classes)
16 January - 22 January	AQC Week	09 - 15 January	Final exam
MA Committee Period		15 January	End of Fall Semester
		18 January	Final grades and folders due 4PM
		19 January	External Examiners / AQC meeting
		20 January	AQC Remedial Action (if necessary)
		23 January	SASC meeting

## Semester II - Spring 2023

		18 - 19 January	Teaching quality workshop
		23 January	First day of classes
23 January - 29 January	Week 1	23 - 29 January	Late registration for all students
30 January - 05 February	Week 2	05 February	Last day to add a course
06 February - 12 February	Week 3		
13 February - 19 February	Week 4	13 - 19 February	Re-sit week
20 February - 26 February	Week 5		
27 February - 05 March	Week 6		
06 March - 12 March	Week 7		
13 March - 19 March	Week 8		
20 March - 26 March	Week 9		
27 March - 2 April	Week 10		
03 April - 09 April	Spring Break	03 - 09 April	Academic holiday (no classes)
10 April - 16 April	Spring Break	10 - 16 April	Academic holiday (no classes)
17 April - 23 April	Week 11	17 - 23 April	Pre-registration
24 April - 30 April	Week 12	17 - 23 April	Instructors submit exam for review
		01 May	Bank holiday
1 May - 7 May	Week 13	01 - 07 May	Recommended revision session (not mandatory class)
		07 May	End of classes / AQC Folders due
8 May - 14 May	Week 14	08 - 14 May	Final exam
		14 May	End of Spring Semester
		17 May	Final grades and folders due 4 PM / Start of Internship
		18 May	Bank holiday
15 May - 21 May	AQC Week	19 May	External Examiner / AQC meeting
		19-21 May	AQC Remedial Action (if necessary)

MA Committee Period		23 May	SASC meeting
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Semester III - Summer 2023			
		24 - 25 May	Teaching quality workshop
		29 May	Bank holiday
		30 May	First day of classes
29 May - 4 June	Week 1	30 May - 04 June	Late registration for all students
05 June - 11 June	Week 2	05 June	Bank holiday
12 June - 18 June	Week 3		
19 June - 25 June	Week 4	19 - 25 June	Re-sit week
26 June - 02 July	Week 5		
		03 - 09 July	Pre-registration
03 July - 09 July	Week 6	03 - 09 July	Instructors submit exam for review
10 July - 16 July	Week 7	11 July	VUB holiday
		17 - 23 July	Recommended revision session (not mandatory class)
		21 July	Bank holiday
17 July - 23 July	Week 8	23 July	End of classes / AQC Folders due
		24 - 30 July	Final exams
24 July - 30 July	Week 9	30 July	End of Summer Term
31 July - 06 August	AQC Week	02 August	Final grades and folders due 4 PM
		03 August	External examiner / AQC Meeting
		04 August	AQC Remedial Action (if necessary)
MA Committee Period		07 August	SASC meeting

<b>Semester IV - Fall 2023 (only for students with 120-credit option) - See Academic Calendar 2023-2024</b>
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Please note that the information highlighted in grey are for faculty and Academic Quality Committee processes only.

## Notes





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