

# **FACULTY INFORMATION**

## **Faculty of Law**

### **INCOMING ERASMUS/EXCHANGE STUDENTS**

**ACADEMIC YEAR 2022-2023**



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# 1. KEYDATA FACULTY OF LAW

## Good to know

### Application deadlines:

1st semester : 15 May

2nd semester : 15 November

### Teaching periods:

See [academic calendar](#)

### Examinations:

See [academic calendar](#)

### Website :

<http://www.ugent.be/re/en>

### Website Exchange Students:

<http://www.ugent.be/re/en/education/programmes/exchange>

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### *to be contacted for:*

Administration Erasmus and overseas bilateral agreements;

Incoming students at Ghent Law School;

Questions about nomination in Ghent;

Questions about courses (Learning Agreement);

Questions about Changes to the Learning Agreement;

Transcript of Records;

Prolongation period of study in Ghent;

Outgoing students at Ghent Law School;

Questions regarding nomination at partner institutions;

Questions about curriculum composition in Ghent and abroad (Learning Agreement);

Questions about changes to the Learning Agreement;

Transcript of Records;

Prolongation period of study abroad

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### *to be contacted for:*

LLM Programme in International and European Law;

LLM programme in European Union Law;

LLM Programme in International Business Law

## 2. GUIDELINES

If you are looking for institutional/university-level information (on housing, insurance, visa, application, facilities,...) please consult the following website : <https://www.ugent.be/prospect/en> or contact the International Support Team ([International@ugent.be](mailto:International@ugent.be)).

### Acceptance policy

First of all you can only apply if there is an agreement between the faculty of your home university and the Law faculty of Ghent University.

#### **Courses taught in English:**

If you want to apply for the courses taught in English (see course list in this brochure below) we have 2 restrictions:

- Only students with a good command of English (written and oral) can be accepted. Therefore, please do not forget the Language Requirement form asked for in the university's application procedure.
- We can only accept students which are at an advanced level of their studies. If you are following a 5-year law program (leading to admission to legal practice) you must be in one of your last two years when coming to our faculty. If you are following a 3- or 4-year program you must be in your last year of studies. Therefore, please do not forget to provide the Transcript of Records of your previous years of study, asked for in the university's application procedure

#### **Courses taught in Dutch:**

If you are willing and able to follow courses taught in Dutch, you are welcome at Ghent Law School in any year of your studies.

### Courses

As a rule, our students take 60 credits per year. Therefore, we advise you to compose a program of approximately 30 ECTS credits/semester with a minimum of approx. 24 ECTS/semester. This corresponds with 4 to maximum 6 courses/semester.

You can find all courses open to exchange students on following link:

<https://studiekiezer.ugent.be/exchange-programme-in-law/programma/2022>

The courses have recently been revised and the list is unlikely to change much in the coming years.

Please check the course specifications for each of the courses you want to follow. This will give you further information on the evaluation moments and methods for the courses you may want to choose.

For information on the course content and the course (entry) requirements, please click on the course in above link.

On this webpage, you can also consult "course schedule 1st semester" and "course schedule 2nd semester" (top right hand corner) for the time table of classes. The new schedule will be available as from mid-July.

You cannot write a paper instead of taking part in courses or exams, if such possibility is not available to regular students.

Dutch courses can be found in the general course catalogue:

[Universiteit Gent: Bachelor of Laws in de rechten \(ugent.be\)](#)

### Milestones

Important milestones can be found in the [academic calendar](#).

We expect the incoming students at the faculty to be present from the welcome days (These take place on the last Thursday and Friday before the official start of the academic year) until the end of the exams.

## Exam regulations: exceptions for incoming exchange students

### Bringing forward an exam

Bringing forward an exam - i.e. doing it earlier than during the regular exam period for Belgian students - is only possible in exceptional circumstances, to be discussed with the teaching professor. Whether or not you are allowed to bring forward an exam, depends on the professor teaching the course. It is not always feasible for professors to organize extra exams. If allowed, you will need to fill out the **deviation exam form** and provide it, completed and signed, to the International Relation Office ([iro.law@ugent.be](mailto:iro.law@ugent.be)) before the start of the exam period.

### What should/can you do if you fail an exam?

The examination regulation stipulates that a re-examination is only possible during the resit examination period (meaning between mid-August and mid-September) but a deviation of this rule has been accepted for the incoming Erasmus/Exchange students.

If you know that you failed an exam you have the opportunity to retake the exam:

1° during the current exam period **OR**

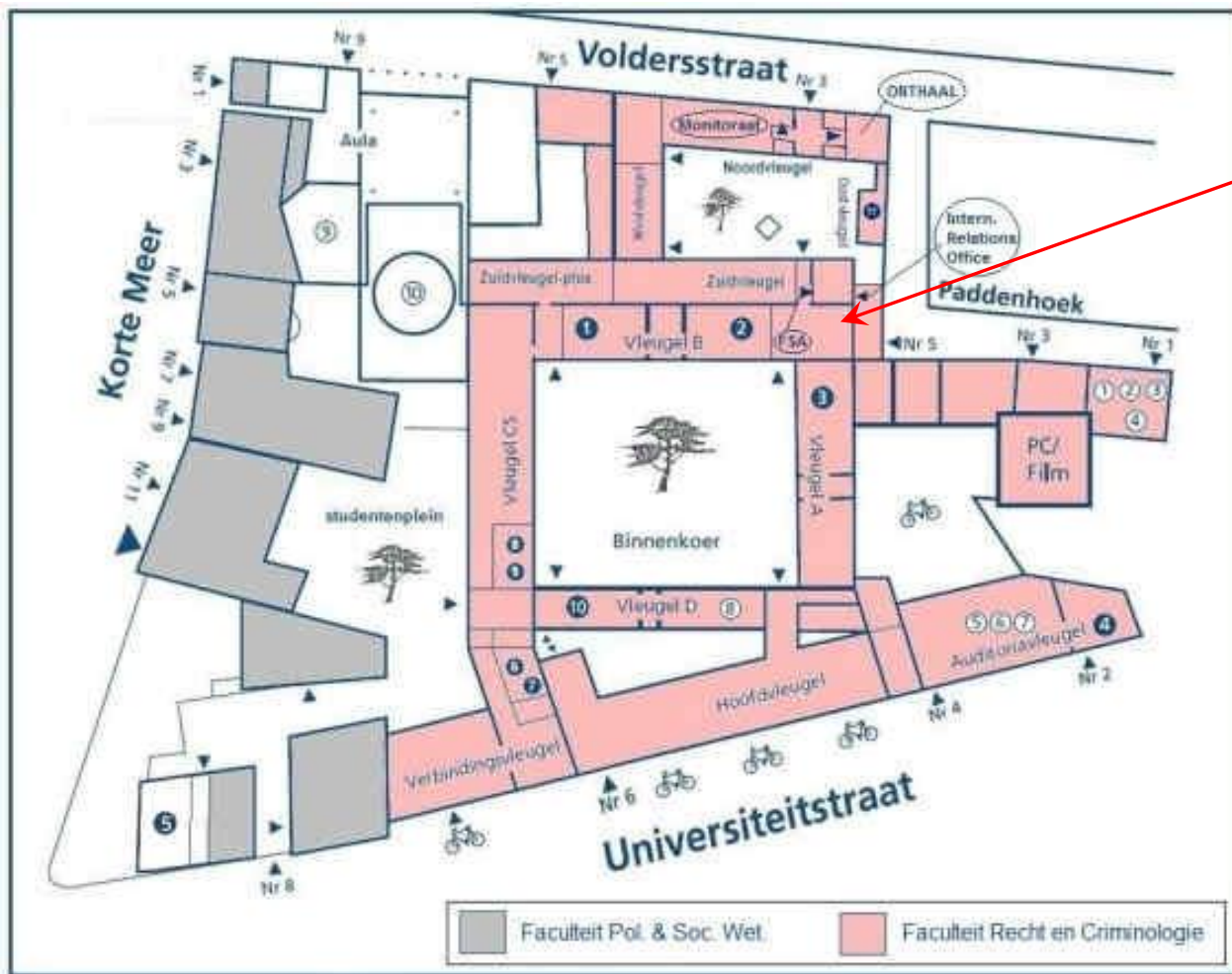
2° within one week following the announcement of the results of the exam period **OR**

3° if you are staying here for two semesters you can retake your failed exam of the first semester during the exam period of the second semester **OR**

4° during the official second re-examination period (mid-August – mid-September).

For the first three options you need to contact the professor concerned and agree on a date. Therefore you need to fill in the **document** which will be put at your disposal. Do not forget to sign it and to have it signed by the professor before returning the form to the International Relations Office **BEFORE** the re-examination date.

### 3. FACULTY MAP



**IRO**

OLD NAME	NEW NAME
Auditorium A	Auditorium G
Auditorium B	Auditorium F
Auditorium C	Auditorium E
Auditorium D	Auditorium D
Auditorium E	Lokaal 8.6
Auditorium F	Lokaal 8.3
Auditorium G	Lokaal 8.4
Blauwe zaal	Auditorium H - Blauwe Zaal
Rode zaal	Auditorium I - Rode Zaal
LLM-lokaal	Lokaal 8.1 Multimedialokaal
Facultaire raadzaal	Lokaal 2.1 Faculteitsraadzaal
Filmpateau	Filmzaal

OLD NAME	NEW NAME
Paddenhoek 1.0	Lokaal 5.1
Paddenhoek 1.1	Lokaal 5.2
Paddenhoek 1.2	Lokaal 5.3
Paddenhoek 1.3	Lokaal 5.4
NB I	Auditorium A
NB II	Auditorium B
NB III	Auditorium C
Pleitlokaal	Lokaal 7.1 Pleitlokaal
Academieraadzaal	Academieraadzaal (idem)
Aula Ceremoniezaal	Aula Ceremoniezaal (idem)
PC Lokaal Rechten	Lokaal 4.1