

**Blocked account procedure Postgraduate Programme International Educating Class (PIEC) @ UC Leuven (Fall or Spring semester)**

Dear student,

We look forward to welcoming you at our campus in the near future. One of the main concerns prospective students have, is the cost of studying in Leuven. Our umbrella university, KU Leuven, has made a [general estimate of costs](#).

By accepting our admission offer, you indicate that you are aware of these costs and are financially able to carry these. If your current nationality requires a visa for Belgium, your financial capability will be checked by the Belgian Embassy/Consulate before a visa will be granted.

UC Leuven can issue a letter of financial guarantee based on the blocked account procedure (see below) which will state that you have transferred the necessary financial means for the entire year of study into a UC Leuven blocked account. Such letter of financial guarantee must then be presented to the Embassy or Consulate of Belgium in your (or a nearby) country as part of your visa application file. For up-to-date information on applying for a Belgian Student Visa and more info on the blocked account procedure, [please check our website](#).

**The blocked account procedure is an offer by UC Leuven-Limburg and no legal obligation. However, to ensure a swift visa procedure, we urge you to consider this option.**

How do you obtain such a letter of financial guarantee?

1. You transfer the total amount of **6,050** (six thousand and fifty) euro to:

Belfius Bank, Pachecolaan 44, B-1000 Brussels

IBAN code: BE07 7865 4858 2066

BIC code: GKCCBEBB

Account holder: UC Leuven vzw

with reference "Blocked Account" and "your name + family name + date of birth".

This amount consists of:

- 850 euro monthly instalment (7 months)<sup>1</sup>
- 100 euro non-refundable processing fee

The Blocked Account **does not include** the [tuition fee](#) nor other costs linked to your studies. Those are to be paid separately.

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<sup>1</sup> Subject to indexation

2. Deadline

UCLL must have received the entire blocked account payment ON or BEFORE

Degree programme starting in Fall	<b>15 May</b> (preceding the AY to which you are admitted)
Degree programme starting in Spring	<b>1 October</b> (preceding the Spring semester to which you are admitted)
Current UCLL students	<b>1 October</b> (of the year to which you are admitted)

Make sure to **issue the payment at least two weeks before the deadline**, because international transfers take more time. Payments received after the deadline will not be accepted and will be refunded. A 100 euro admin fee will be deducted from the total refund (cfr. 7)

3. You sign the present letter and upload it onto your [online application](#) (documents > Blocked Account proposal).
4. As soon as we receive the deposit as well as this letter (before the deadline), we will draft a Letter of Financial Guarantee and email the digital copy to you.
5. Upon arrival in Belgium, you must register as a UCLL student and register at the City Office. Afterwards you can open a Belgian bank account, to which the monthly instalment will be transferred. (Instalments will only be paid by bank transfer into a Belgian bank account).

**⚠ Opening a Belgian bank account may take a few months, so make sure to have a certain amount of money readily available upon arrival in Belgium to cover the first months' living costs.** More info, see ['Blocked Account procedure'](#) on our website.

6. The monthly instalment will be transferred to your Belgian bank account before the first banking day of each new month. Payment schedule will be available on the UCLL Intranet (after student login).
7. If any part of this blocked account must be reimbursed, e.g. because you missed the deadline, or you do not complete the entire academic year, the non-refundable administrative fee of 100 euro will be deducted from the money transfer as well as any bank transfer costs that apply. If you deregister early from UCLL, be aware of the consequences mentioned on [Registration webpage](#).

"I, ..... (your name), born on ..... (your date of birth), accept the admission offer by UC Leuven. I am aware of the financial costs of one year of study at UC Leuven. I would like to use the opportunity of the financial deposit at UC Leuven. I will transfer the total amount of **6,050 euro** into the account of UC Leuven and I agree that this amount will be repaid to me in monthly instalments into a Belgian bank account number of my choice after my registration at UC Leuven for as long as I am a student at UC Leuven starting at the day of my registration. I agree that any premature termination of my student registration will result in an administrative fee of 100 euro and additional bank transfer costs. UC Leuven will refund the remaining amount into a bank account of my choice minus costs mentioned. I have read and approved the conditions mentioned in this letter (2 pages)"

..... (your signature)  
 ..... (Please write here 'read and approved')  
 ...../...../..20..... (date)