



This document will take you through our application procedure for the English bachelor in Business Management across Europe (BME). The application procedure will differ based on your former diploma, on your language level and also on your nationality. Select the most appropriate situation and follow the instructions. Each page presents another case.

Bachelor in Business Management (Marketing) across Europe (BME)

Applicants for the bachelor programme must hold minimally a diploma of secondary education.

Programme coordinators: bme@ucll.be

The application for BME will always be in two steps. You need to apply via UC Leuven-Limburg and via the institution where you will start the programme. Admission from both institutions is required.

If any questions remain, please send a message to international@ucll.be. Please note that the International Office has no opening hours and can be reached via email or regular mail only.

I HAVE A FLEMISH DIPLOMA SECONDARY EDUCATION OR A BACHELOR/MASTER DIPLOMA FROM THE FLEMISH COMMUNITY

Diploma and language requirements

By law, anyone holding a Flemish secondary-school diploma or a bachelor/master diploma from a recognised education institution in Flanders (Belgium) may register directly for a bachelor's degree programme with no further formalities.

Deadline for applications?

You may enrol at any time during the academic year. Do not forget to pre-register online before you contact the enrolment team.

Step 1. Candidates for the BME programme, however, are strongly advised to schedule an interview with the programme coordinators at bme@ucll.be. Fill in the [pre-registration form](#) and send it along as an attachment.

Step 2. Students can start the [online registration](#) at IBA or UAB.

Step 3. If you do not hold Belgian nationality, you are responsible for obtaining your own visum or residence permit in Denmark or Spain and in the second year in Belgium. In that case, you will have to present proof of your visum or residence permit upon arrival at UC Leuven-Limburg (campus Leuven). Please bear in mind that obtaining a visum may take up to a few weeks.

UC Leuven-Limburg offers a 'blocked account procedure'. Contact us for more information.

This document is valid as of 1 September 2015.

I HAVE A DIPLOMA SECONDARY EDUCATION OR BACHELOR/MASTER DIPLOMA FROM THE FRENCH COMMUNITY

Diploma requirements

Anyone holding a secondary-school diploma or a bachelor/master diploma from a recognised education institution in the French Community (Belgium) may register directly for a bachelor's degree programme with no further formalities, except for the language requirements.

Language requirements

To enrol in our English-spoken degree programme we expect students to have the minimum score at one of the following tests:

- IELTS 6.5
- TOEFL iBT 79
- Tests which demonstrate an equivalent level. Contact our International Office at international@ucll.be.

Deadline for applications?

You may enrol at any time during the academic year. We advise you to apply as soon as possible.

Step 1. Students fill in the [pre-registration form](#) and send it along as an attachment, together with a document with proof of their results on one of the language tests listed above to international@ucll.be. After a screening of your document, permission will be given by the International Office to enrol in BME. Note that the International Office may need up to 14 days for the screening of your application.

Step 2. After contact with the International Office you will receive practical information regarding your further online registration.

Step 3. If you do not hold Belgian nationality, you are responsible for obtaining your own visum or residence permit in Denmark or Spain and in the second year in Belgium. In that case, you will have to present proof of your visum or residence permit upon arrival in UC Leuven-Limburg (campus Leuven).

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I HAVE A DUTCH DIPLOMA SECONDARY EDUCATION OR A BACHELOR/MASTER DIPLOMA FROM THE NETHERLANDS

Diploma and language requirements

Anyone holding a Dutch secondary-school diploma or a bachelor/master diploma from a recognised education institution in the Netherlands must have one of these diplomas:

- diploma Voorbereidend Wetenschappelijk Onderwijs (VWO)
- or certificate of a 'Propedeuse' (A HAVO diploma must be combined with a certificate of a 'Propedeuse'.)
- or a bachelor/master diploma from a Dutch higher education institution
- or a MBO4 diploma

There are no further language requirements.

Deadline for applications?

You may enrol at any time during the academic year. We advise you to apply as soon as possible.

Step 1. Candidates for the BME programme, however, are strongly advised to schedule an interview with the programme coordinators at bme@ucll.be. Fill in the [pre-registration form](#) and send it along as an attachment.

Step 2. Students can start the [online registration](#) at IBA or UAB.

Step 3. As a Dutch citizen travelling within the European Schengen area, you are responsible for obtaining your own residence permit upon arrival at the City Hall in Leuven in the second year. If you do not hold the Dutch nationality, you are responsible for obtaining your own visum. In that case, you will have to present proof of your visum or residence permit upon arrival in UC Leuven-Limburg (campus Leuven).

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I HAVE THE BELGIAN NATIONALITY + I HAVE A DIPLOMA SECONDARY EDUCATION OR A BACHELOR/MASTER DIPLOMA FROM ANOTHER COUNTRY

Diploma requirements

To enrol at our institution your foreign diploma of secondary education or bachelor/master must be accepted as equivalent. This implies that you must be able to prove that you can be admitted to an equal higher education programme in the country where the diploma was issued and thus have the right to admission.

Language requirements

To enrol in our English-spoken degree programme we expect students to have the minimum score at one of the following tests:

- IELTS 6.5
- TOEFL iBT 79
- Tests which demonstrate an equivalent level. Contact our International Office at international@ucll.be.
- Or to have a diploma higher secondary education or a bachelor/master diploma from the United Kingdom, United States of America, New-Zealand, Australia, Canada (except Québec), Ireland, Caribbean islands, South-Africa.

Deadline for applications?

You may apply until 1st of September. We advise you to apply as soon as possible.

Step 1. Candidates for the BME programme, however, are strongly advised to schedule an interview with the programme coordinators at bme@ucll.be. Fill in the [pre-registration form](#) and send it along as an attachment.

Step 2. You must submit the following documents:

- A pre-registration form which you find on our website;
- A secondary school or higher education Diploma (original or certified copy);
- A copy of your passport or ID;
- Proof of proficiency in English.
- Complete application files must be sent by regular mail to: UC Leuven-Limburg, International Office - Admissions, Geldenaaksebaan 335, B-3001 Leuven and in digital format to international@ucll.be. Of course, you may also deliver your complete application package in person.

This document is valid as of 1 September 2015.

Note that the International Office may need up to 14 days for the screening of your application.

Step 3. Your file is screened and you will receive permission (or not) to enrol in the BME programme at one of the first-year partners within 14 days after receipt of your file.

Step 4. After having received permission from the International Office students may then start our online registration.

This document is valid as of 1 September 2015.

I HAVE NATIONALITY OF AN EEA COUNTRY + I HAVE A DIPLOMA SECONDARY EDUCATION OR A BACHELOR/MASTER DIPLOMA FROM A COUNTRY OTHER THAN BE/NL

Diploma requirements

To enrol at our institution your foreign diploma of secondary education or a bachelor/master diploma must be accepted as equivalent. This implies that you must be able to prove that you can be admitted to an equal higher education programme in the country where the diploma was issued and thus have the right to admission.

Language requirements

To enrol in our English-spoken degree programme we expect students to have the minimum score at one of the following tests:

- IELTS 6.5
- TOEFL iBT 79
- Tests which demonstrate an equivalent level. Contact our International Office at international@ucll.be.
- Or to have a diploma higher secondary education or a bachelor/master diploma from the United Kingdom, United States of America, New-Zealand, Australia, Canada (except Québec), Ireland, Caribbean islands, South-Africa.

Deadline for applications?

You may apply until 1st of June.

Step 1. Candidates for the BME programme, however, are strongly advised to schedule an interview with the programme coordinators at bme@ucll.be. Fill in the [pre-registration form](#) and send it along as an attachment.

Step 2. You must submit the following documents:

- A pre-registration form which you find on our website;
- A secondary school diploma (original or certified copy);
- A copy of your passport or ID;
- Proof of proficiency in English.
- Complete application files must be sent by regular mail to: UC Leuven-Limburg, International Office - Admissions, Geldenaaksebaan 335, B-3001 Leuven and in digital format to international@ucll.be. Of course, you may also deliver your complete application package in person.

This document is valid as of 1 September 2015.

Note that the International Office may need up to 14 days for the screening of your application.

Step 3. Your file is screened and you will receive permission (or not) to enrol in the BME programme at one of the first-year partners within 14 days after receipt of your file.

Step 4. After contact with the International Office you will receive practical information regarding your further enrolment procedure.

Step 5. If you do not hold Belgian nationality, you are responsible for obtaining your own visum or residence permit. In that case, you will have to present proof of your visum or residence permit upon arrival at UC Leuven-Limburg (campus Leuven). Note that EEA citizens will not need a visum before arriving in Belgium.

UC Leuven-Limburg offers a 'blocked account procedure'. Contact us for more information.

I HAVE NATIONALITY OF A COUNTRY OUTSIDE THE EEA + I HAVE A DIPLOMA SECONDARY EDUCATION OR A BACHELOR/ MASTER DIPLOMA FROM A COUNTRY OTHER THAN BE/NL

Diploma requirements

To enrol at our institution your foreign diploma of secondary education must be accepted as equivalent. This implies that you must be able to prove that you can be admitted to an equal higher education programme in the country where the diploma was issued and thus have the right to admission. If your diploma was issued in a non EEA country, additional requirements do apply:

- you obtained a score on a SAT test within the highest 50 percentile of that year or;
- you obtained GCE Advanced Level, minimum 4 subjects, each with a score "C" or higher or;
- you are part of the 25% best scoring students in your peer group when graduating at secondary school or within the higher education programme;

Language requirements

To enrol in our English-spoken degree programme we expect students to have the minimum score at one of the following tests:

- IELTS 6.5
- TOEFL iBT 79
- An IB Diploma or diploma from European School obtained in English
- Tests which demonstrate an equivalent level. Contact our International Office at international@ucll.be.
- Or to have a diploma higher secondary education or a bachelor/master diploma from the United Kingdom, United States of America, New-Zealand, Australia, Canada (except Québec), Ireland, Caribbean islands, South-Africa.

Deadline for applications?

You may apply until 1st of June.

Step 1. Candidates for the BME programme, however, are strongly advised to schedule an interview with the programme coordinators at bme@ucll.be. Fill in the [pre-registration form](#) and send it along as an attachment.

Step 2. You must submit the following documents:

- A pre-registration form which you find on our website;
- A secondary school diploma (original or certified copy);
- A copy of your passport or ID;
- Proof of proficiency in English.
- Proof of bank transfer of an application fee of 50 Euro to: UC Leuven-Limburg, Geldenaaksebaan 335, B-3001 Leuven, Belfius Bank, Pachecolaan 44, B-1000 Brussels, IBAN code: BE33 7865 4858 0046 BIC code: GKCCBEBB, with reference "Application fee" and "your name + surname".
Please note that your application file will only be processed if UC Leuven-Limburg has received your application fee of 50 Euro. Be aware that your local bank may charge a transaction fee. Ensure that UC Leuven-Limburg receives the total amount of 50 Euro in its bank account. Any transfer costs are to be covered by the applicant.
- Documentation related to the additional requirements.
- Complete application files must be sent by regular mail to: UC Leuven-Limburg, International Office - Admissions, Geldenaaksebaan 335, B-3001 Leuven and in digital format to international@ucll.be. Of course, you may also deliver your complete application package in person.
Note that the International Office may need up to 14 days for the screening of your application.

Step 3. Your file is screened and you will receive permission (or not) to enrol in the BME programme at one of the first-year partners within 14 days after receipt of your file.

Step 4. After contact with the International Office you will receive practical information regarding your further enrolment procedure.

Step 5. If you do not hold Belgian nationality, you are responsible for obtaining your own visum or residence permit. In that case, you will have to present proof of your visum or residence permit upon arrival at UC Leuven-Limburg (campus Leuven).

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I HAVE A DIPLOMA SECONDARY EDUCATION FROM AN INTERNATIONAL SCHOOL, IN BELGIUM

Diploma requirements

You will find here a list of the International Schools in Belgium with our respective additional requirements, if any.

Language requirements

If you obtained a diploma from one of the schools listed below, we will not require additional proof of your language ability.

If you have been a student at the ... we expect you to have one of the following diplomas:

British School of Brussels

- GCE Advanced Level, minimum 4 subjects, each with a final score of no less than "C", or,
- GCE Applied Advanced Level, minimum 4 subjects, each with a final score of no less than "C", or,
- The International Baccalaureate Diploma

Da Vinci International School

- The International Baccalaureate Diploma

D Y Patil International School

- The International Baccalaureate Diploma

The Scandinavian School of Brussels

- The International Baccalaureate Diploma

International School of Brussels

- SAT with a combined result with a percentile 50 or higher or,
- The International Baccalaureate Diploma

St John's International School

- The International Baccalaureate Diploma or,
- SAT with a combined result with a percentile 50 or higher

ISF Waterloo International School

- GCE Advanced Level, minimum 4 subjects, each with a final score of no less than "C" or,

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- GCE Applied Advanced Level, minimum 4 subjects, each with a final score of no less than "C" or,
- The International Baccalaureate Diploma or,
- SAT with a combined result with a percentile 50 or higher

Scolae Europaea

- Diploma secondary education

The Internationale Deutsche Schule Brüssel

- Hochschulreife or,
- The International Baccalaureate Diploma

Ecole Internationale Le Verseau

- Diploma Secondary education (French Community) + IGCSE or IELTS

World International School

- GCE Advanced Level, minimum 4 subjects, each with a final score of no less than "C" or,
- GCE Applied Advanced Level, minimum 4 subjects, each with a final score of no less than "C" or,
- The International Baccalaureate Diploma

Deadline for applications?

You may apply until 1st of June.

Step 1. You must submit the following documents:

- A pre-registration form which you find on our website;
- The relevant diploma (original or certified copy);
- A copy of your passport or ID;
- In case you hold a nationality outside the EEA: Proof of bank transfer of an application fee of 50 Euro to: UC Leuven-Limburg, Geldenaaksebaan 335, B-3001 Leuven, Belfius Bank, Pachecolaan 44, B-1000 Brussels, IBAN code: BE33 7865 4858 0046 BIC code: GKCCBEBB, with reference "Application fee" and "your name + surname". Please note that your application file will only be processed if UC Leuven-Limburg has received your application fee of 50 Euro. Be aware that your local bank may charge a transaction fee. Ensure that UC Leuven-Limburg receives the total amount of 50 Euro in its bank account. Any transfer costs are to be covered by the appli-

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- Complete application files must be sent by regular mail to: UC Leuven-Limburg, International Office - Admissions, Geldenaaksebaan 335, B-3001 Leuven and in digital format to international@ucll.be. Of course, you may also deliver your complete application package in person.

Note that the International Office may need up to 14 days for the screening of your application.

Step 2. Your file is screened and you will receive permission (or not) to enrol at UC Leuven-Limburg within 14 days after receipt of your file.

Step 3. After contact with the International Office you will receive practical information regarding your further enrolment procedure.