



This document will take you through our application procedure for the English Postgraduate programme Advanced Business Management—International Marketing (INTMAR). 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.

## Postgraduate programme Advanced Business Management— International Marketing (BABIM)

Applicants for the bachelor-after-bachelor programme must hold a bachelor diploma. Programme coordinators: [lieve.mulier@ucll.be](mailto:lieve.mulier@ucll.be)

INTMAR starts in the second half of September. Make sure that you respect the relevant timeline for admission.

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

Note that the deadline for students without a residence permit or visum for Belgium is 1 May. If you already hold such a document (valid after 31 October), you may apply until 15 August.

# I HAVE A BACHELOR/MASTER DIPLOMA FROM THE FLEMISH COMMUNITY

## Diploma and language requirements

By law, anyone holding a bachelor/master diploma from a recognised education institution in Flanders (Belgium) may register directly for a postgraduate 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 BABIM, however, are strongly advised to schedule an interview with the [programme coordinators](#).

**Step 2.** Students can immediately start the [online registration](#).

**Step 3.** 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). Please bear in mind that obtaining a visum may take up to a few weeks.

UC Leuven-Limburg offers the possibility of a 'blocked account procedure'.

# I HAVE A BACHELOR/MASTER DIPLOMA FROM THE FRENCH COMMUNITY

## Diploma requirements

Anyone holding a bachelor/master diploma from a recognised education institution in the French Community (Belgium) may register directly for a postgraduate 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](mailto: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 provide a document with proof of their results on one of the tests listed above to [international@ucll.be](mailto:international@ucll.be). After screening of your results, permission will be given by the International Office to enrol in BABIM. 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 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 BACHELOR/MASTER DIPLOMA FROM THE NETHERLANDS

## Diploma and language requirements

Anyone holding a Dutch bachelor/master diploma from a recognised education institution in the Netherlands may enroll without 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 BABIM, however, are strongly advised to schedule an interview with the [programme coordinators](#).

**Step 2.** Students can immediately start the [online registration](#).

**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.

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 BACHELOR/MASTER DIPLOMA FROM ANOTHER EEA COUNTRY

## Diploma requirements

To enrol at our institution your foreign 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](mailto:international@ucll.be).
- Or to have 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 15 August (start September).

**Step 1.** You must submit the following documents:

- A fully completed application form which you find on our website;
- A bachelor or master 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](mailto: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.

**Step 4.** 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.

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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 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](mailto:international@ucll.be).
- Or to have 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 15 August.

**Step 1.** You must submit the following documents:

- A fully completed application form which you find on our website;
- A bachelor/master 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](mailto: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.

- 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.

**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.

**Step 4.** 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.

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

## Diploma requirements

To enrol at our institution you must be able to prove that you can be admitted to an equal higher education programme in the country where your latest 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 are part of the 25% best scoring students in your peer group when graduating;
- your motivation for the programme (including relevant 'field experience' is being taken into account).

## 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](mailto:international@ucll.be).
- Or to have 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 1 May.

**Step 1.** You must submit the following documents:

- A fully completed application form which you find on our website;
  - A bachelor/master diploma (original or certified copy);
  - A copy of your passport or ID;
  - Proof of proficiency in English.
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- 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](mailto: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.

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

**Step 4.** 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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