

The background of the entire page is a blurred photograph of a workshop or laboratory. In the foreground, there are various pieces of machinery, including what looks like a lathe or a similar rotating tool, with orange and blue components. In the background, several people, likely students, are visible, some looking towards the camera and others looking away. The overall scene suggests a hands-on learning environment.

GUIDE

**FOR
INCOMING
STUDENTS**

Lessius Mechelen (Belgium)

autumn 2010

stip

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WELCOME

Dear student,

Welcome to Belgium, to Mechelen and to our university. We hope that the coming weeks, months will be an experience of a lifetime. Lessius Mechelen wants to try as hard as she can to make this an enjoyable and interesting time. However, your contribution will be very important. Your ability to meet people, communicate, make friends, absorb the learning material, interest yourself for the 'Flemish' culture, visit interesting places and gatherings, take initiative... all this will contribute to a great time in Mechelen, Flanders, Belgium.

Try to do a bicycle tour, go hiking in the Ardennes, visit the Art Nouveau in Brussels, take a canal tour in Bruges, and visit the cathedral in Antwerp or walk along the Schelde. Eat a Belgian waffle, 'Gentse waterzooi' or 'hutsepot'. Taste each type of bread you can get and if you have a sweet tooth, try our pastries!

But most important, talk to people about whatever is interesting. About music, family, friendship, love, studies, job, dreams, expectations in life... whatever. Try to understand the differences in people, the different ways of expressing oneself, but see also the things that connect us. The way we all experience fear or friendship...

Have a great and interesting stay!

Stijn Coenen
International Education Officer
Lessius Mechelen



LESSIUS MECHELEN

Lessius Mechelen



Starting the academic year 2010-2011, the Katholieke Hogeschool Mechelen changes its name into “LESSIUS MECHELEN” and integrates a new campus with study areas applied engineering and technology (campus De Nayer).

The new institution will cooperate intensively with Lessius Antwerp. This cooperation is part of the networking strategy of the K.U.Leuven Association (<http://associatie.kuleuven.be/eng/>). The new integrated entity will have about 10.000 students and offers cooperation opportunities in ten fields of study: business, communication, design, technology, applied engineering, teacher education, nursing, speech therapy and audiology, applied language studies and applied psychology. The university college will have campuses in the cities of Antwerp and Mechelen, well connected by main public transportation services.

This challenging project offers opportunities for our national and international students.

Lessius Mechelen is a member of the K.U. Leuven Association

The K.U.Leuven Association is based on a structured cooperation between the K.U.Leuven and twelve other institutions of higher education (“hogescholen”).



Its members have a total of 70.000 students in campuses in 23 towns and cities across Flanders, i.e. 44 percent of the total number of Flemish students in higher education.

The challenges higher education in Flanders faces, are very demanding. In order to ensure a long-term effect for their efforts, the members of the K.U.Leuven Association have opted in favour of a strong decision-making and executive structure.

The primary aims of the K.U.Leuven Association are:

- to offer a wide range of study and training
- to improve the quality of education
- to improve the quality of research by concentration and intensive cooperation.

Study offer

Department of Business Studies

- Accountancy and Tax Law programme
- Financial Management programme
- Human Resource Management programme
- International Business programme
- Marketing Management programme
- Operations Management programme

Department of Applied Language Studies

- BA in applied language studies
- MA in translation
- MA in interpreting
- MA in multilingual business communication
- MA in journalism

Department of Applied Psychology

- BA in Applied Psychology | Industrial and Organizational Psychology Major
- BA in Applied Psychology | Educational Psychology Major
- BA in Applied Psychology | Clinical Psychology Major
- Postgraduate Programme in Psycho-Diagnostics
- Postgraduate Programme in Psycho-Pedagogical Counselling

Department of Speech Language Therapy and Audiology

- BA in Speech Language Therapy and Audiology
- Postgraduate in 'Fluency Disorders'
- Course: 'Multilingual Children with Communication Disorder'

Department of Applied Engineering

- MA in construction engineering
- MA in electro-mechanical engineering | automotive engineering, energy and automation
- MA in biochemical engineering
- MA in chemical engineering
- MA in engineering in electronics-ICT
- MA in Welding Engineering

Department of Technology

- BA in automotive engineering
- BA in electro-mechanics
- BA in electronics-ICT
- BA in mechanical design and production technology

STUDYING AS AN EXCHANGE STUDENT

Lessius Mechelen is very open to welcome international students.

At Lessius Mechelen, we offer first and foremost practically oriented education: theory is essential, but always in order to support practical training. Lessius Mechelen creates modern learning environments for its students in which they can develop their talents under supervision.

Motto

"Knowledge is nothing without practice"

Graduating students will not only have the knowledge, but also the necessary competences to meet the expectations of the labour market.

One of the determining factors in the course of the further career of our graduates is the fact that they can rely on the learning attitudes which they acquired during their studies. That is why Lessius Mechelen provides a teaching environment based on orienting students towards cooperation, responsibility, creativity and problem-solving which all are skills absolutely required in today's professional world.



Academic calendar

The academic year is divided into 2 semesters. The autumn semester from September to January, the Spring semester from February to June. There are 2 large breaks : Christmas break (2 weeks) and the Easter break (2 weeks).

ECTS

What is ECTS?

The recognition of studies and diplomas is a prerequisite for the creation of an open European area of education and training where students and teachers can move without obstacles. ECTS, the European Credit Transfer System, was developed by the Commission of the European Community in order to provide common procedures to guarantee academic recognition of studies abroad. It provides a way of measuring and comparing learning achievements, and transferring them from one institution to another.

The ECTS system is based on the principles of mutual trust and confidence between the participating institutions of higher education. The few rules of the ECTS system, concerning Information on Courses Available, Agreement between the home and host institutions, and the Use of Credit Points (to indicate the student's workload) are set out to reinforce this mutual trust and confidence. Each ECTS department will describe the courses it offers not only in terms of content but also indicating credits for each course.

The ECTS credits

ECTS credits are a value (between 1 and 60) allocated to course units to describe 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 host institution. ECTS credits express a relative rather than an absolute measure of student workload.

In ECTS, 60 credits represent the workload of an academic year of study. Normally, 30 credits represent a semester and 20 credits a term.

It is up to the participating institution to subdivide the credits for the different courses. Credits are awarded only when the course has been completed and all required examinations have been successfully taken.

More information can be found in the course guide.

ECTS Learning Agreement

The ECTS learning Agreement is a form which is to be used when you choose among the different courses from the host institution. The courses have to be agreed by you, the ECTS coordinator at your home university, and the coordinator from Lessius Mechelen. After you have finished your study abroad period, the agreed courses should be fully recognized by your university. More information about the ECTS system can be found at http://ec.europa.eu/education/programmes/socrates/ects/index_en.html.

Basic language requirements

The instruction language of all bachelor degree programmes is Dutch. Sufficient knowledge of the Dutch language is an admission requirement for all our bachelor degree programmes. (see also page 20)

For exchange students following the International programme, a good knowledge of English is required. The International programme is offered in the first and second semester.

PLANNING YOUR STAY

Going abroad on an exchange programme requires a lot of preparation and administration. You have to think about all the documents to regulate your credits, but also insurance, taking money along, passport and visa requirements must be considered.

Resident permit for students

EU residents (under Schengen)

- ✚ do not need a visa.
- ✚ do not need a Resident Permit unless their stay exceeds three months, then they need to register at the Office for Foreigners at the city hall of Mechelen (see below).

Non-EU residents

- ✚ must apply for a visa in addition to a valid and updated passport. All applications for visas, residence - and work permits have to be made through a Belgian Embassy or Consulate in your home country.
- ✚ must check the website of their Ministry of Foreign Affairs. (If necessary, an invitation letter will be issued).
- ✚ must register at the Office for Foreigners at the city hall of Mechelen to obtain a Resident Permit (see below).



For up-to-date information on visa-requirements, please contact the Belgian embassy or consulate in your home country. [<http://www.diplomatie.be/en/travel/visa.asp>]

Registration at the Office for Foreigners

Exchange students are required to register at the Foreigners' Office (Dienst Vreemdelingenzaken) upon arrival. Below the documents you will have to present :

- ✚ Valid passport or identity card
- ✚ Four recent passport size photographs
- ✚ Certificate of enrolment at Lessius Mechelen
- ✚ Address of your accommodation in Mechelen

After registration at the Foreigners' Office, your local police officer will verify if you actually live at the address you indicated. You will receive then a Belgian Identity Card. Registration costs: € 16.

Before leaving Belgium permanently, please make sure that you visit again the Foreigners' Office to turn in your Belgian Identity Card.

Office for Foreigners

Huis van de Mechelaar

Reuzenstraat 1

2800 Mechelen

tel: 015 29 75 96 or 97 or 98

fax: 015 29 75 99

vreemdelingen@mechelen.be

Open: Mo + Tue + Fri 08.00 – 13.00 hours

Wed 12.00 – 16.00 hours

Thu 08.00 – 13.00 hours and 15.00 – 19.00 hours

Sa 09.00 – 12.00 hours

Accommodation

Stip assists international students in finding suitable housing. They will also answer specific questions about rent-related issues. Should you have any complaints about your accommodation or a dispute with the landlord, they can also provide assistance and mediation.

It is customary to pay the rent for the entire month, even if you arrive later or leave before the month is fully over.

Landlords also charge a deposit, usually the equivalent of two months' rent, payable in advance along with the rent of the first month. This deposit will be refunded after the end of your contract if your room is clean and in good condition.

Therefore, it is important to have access to sufficient funds when you arrive.

Belgian law obliges everybody to take out furniture insurance. Some landlords may take this responsibility. Please read your contract carefully. In case this is not included, you will have to take out this insurance by yourself.

fire prevention

- Don't smoke in bed.
- Extinguish your cigarettes in an ashtray and not in the dustbin or bag.
- Extinguish candles and switch off the light when leaving the room.
- Keep cooking and heating devices on a safe distance from inflammable material.
- Don't mess with electrical material or wiring.
- Connect only 1 appliance per socket.
- Never put electrical wiring under a carpet or loose on the floor.
- Keep the building tidy and clean. Material lying around causes a fast extension of fire.
- Keep the fire doors closed, as these doors can block the fire for a while.
- Read the instructions of the fire extinguisher.
- Never pour water on a burning frying pan! Use a damp cloth or towel instead.



**SAFETY
TIPS!**

burglary prevention

- Always lock your room, even for 5 minutes!
- Never give your keys to anybody else.
- If your room is located at the streetside, please make sure that no valuable objects are visible through the window.
- Never leave expensive objects in your room.
- Close the front door.
- Do not give access to everybody. A thief can act as a student who has forgotten his key and can.

- If anybody not familiar to you is in the building, ask his or her what or who he or she is looking for. That way you can frighten off possible thieves.
- Inform the landlord or landlady of each theft !
- If the theft is of considerable value, you have to inform the police department within 24 hours. The local police is situated in the Frederik de Merodestraat 88 or you can call them: 015/28 66 66.

Insurance

European students have to visit their health/social insurance organization before coming to Belgium and bring the E128 form with them in case they are in need of medical or dental care. You are then entitled to use the public medical services on the same basis as Belgian citizens.

Non-European students are obliged to check the insurance policy of their home institute and country and to have some form of private medical insurance before their arrival. For all students it is a good idea to discuss with their parents and your individual insurance company what type of coverage (e.g. accident, travel, property and liability) would be most beneficial for your stay in Belgium.

Money

Check with your bank to see if your bank cards and credit cards can be used in other European countries.

If you are staying for a good number of months in Belgium it could be interesting to open a bank account. Quite some banks offer a youth account for free.

You could transfer money to this account or deposit the money you brought with you. Please consult your home bank on the different ways to transfer money.

What to bring

When you pack for Belgium, you will have to pack for all kinds of weather. So pack your swimming gear together with some warm sweaters.

Belgian students dress rather informally when attending lectures. Only during oral exams, students will dress more formally.

Cost of living

Below you will find an approximate budget that will help you to plan your finances. Of course, a budget is very personal depending on one's habits but this budget can be a pointer.

An average monthly budget

Food: 150 euro

Student accommodation: between 250 and 350 euro

Local travel: 25 euro

Medical care, personal care, amusement: 150 euro

Rent a bike: 30 – 40 euro

How to get to Lessius Mechelen

By plane:

- ✚ Brussels Airport
(= 22 km from Mechelen)
Take the train with a stop at Brussels North. In Brussels North take the train to Mechelen Central.
- ✚ Brussels South Charleroi Airport
(= 87 km from Mechelen)
Take the bus to the train station in Charleroi. The train to Brussels – Antwerp has a stop at the main railway station of Mechelen.

By train:

Mechelen is a stop between Antwerp and Brussels. Mechelen has 2 railway stations: Mechelen Nekkerspoel (small) and Mechelen Central (main station). The university is at 10 minutes walking distance from both railway stations. Please be aware that NOT all trains stop in Mechelen Nekkerspoel.

On the website of the Belgian railroad (www.b-rail.be) you can find the timetables for trains to Mechelen. The website has 4 languages. Also for your travel in Europe during your stay in Mechelen, this website is an ideal tool.



STUDY FACILITIES

International Office

The International office provides services to all international exchange students who wish to study in Mechelen. The International office works in team together with international coordinators of the study programs.

We believe that each exchange student, who comes to Lessius Mechelen for a semester or a full year, makes a valuable contribution to our university and our student community. Our aim is to provide the information, help and support that will make your visit into a rewarding international experience.

Please consult the address list below if you need to get in touch with the international staff one of our international coordinators.

The International office is located at Zandpoortvest 31.

T +32 (0)15 369 118

F +32 (0)15 369 189

Opening hours: every day between 10.00 and 12.00 hours

International staff:

- ✚ Stijn.coenen@kham.be: international education officer – head of the international office
- ✚ Ingrid.vos@kham.be: student exchange officer
- ✚ Leen.van.tolhuysen@kham.be: staff mobility officer
- ✚ Dirk.pauwels@kham.be: project manager
- ✚ Martine.addiers@kham.be: travel manager

International coordinators:

- ✚ Nansi.van.geetsom@kham.be and Herlinda.de.ruijter@kham.be – interior & design
- ✚ Chantal.duces@kham.be and Fatima.el.yousfi@kham.be – nursing
- ✚ Piet.tutenel@kham.be – teacher education for pre-elementary education
- ✚ Lia.frederickx@kham.be – teacher education for elementary education
- ✚ Niomi.kelly@kham.be – teacher education for secondary education
- ✚ Ingrid.vos@kham.be – business management
- ✚ Griet.claes@kham.be – communication management
- ✚ Leen.van.tolhuysen@kham.be – office management and journalism
- ✚ Marieke.vandrepol@kham.be – tourism and leisure management
- ✚ Saskia.verswijvel@kham.be – IT management and multimedia

Administration:

- ✚ Carina.peeters@kham.be

Student Card/Badge

As an incoming international student, you will be registered at the student administration. A digital picture will be taken from you in order to issue your Lessius Mechelen student card/badge.

IT IS IMPORTANT THAT YOU CARRY THIS STUDENT BADGE WITH YOU AT ALL TIMES!

It gives you access to all campus buildings, classrooms and the central library and with this badge you can buy lunch in the university cafeteria at the lowest price.

Copies and prints

Your Lessius Mechelen student card has been charged with a small amount in Euro. This gives you the possibility to print and to copy in any campus building (you need to put your student card in the machine to be able to print or copy). The amount charged on your student card will be invoiced.

To recharge the card there are two possibilities :

- you have opened a bank account in Mechelen and you are using your PROTON to charge it.
- you ask the ICT division of Lessius Mechelen to charge your card after you have paid the amount to be charged to our financial services.

You will get further information on how to proceed during the introduction week or during an information session.



Network facilities



Lessius Mechelen is using a Digital Student Platform (blackboard) called Toledo.

The intranet is the official publication channel of Lessius Mechelen. Both International office and Student Services will post messages for you on the intranet.

The use of Toledo and intranet will be explained to you during the introduction week or at an information session.

You will get your own e-mail address from Lessius Mechelen. With this e-mail address you will be able to communicate with other students and personnel of the school without using your private e-mail address.

The departments of Lessius Mechelen have their own computer rooms. You will get information during the introduction week, about how to get a login ID, information about software, rules, etc. specific for each department.

Library

The Central Library is accessible for all Lessius Mechelen students. You need your Lessius Mechelen student card to get access.

The library has quiet some meters of bookshelves filled with books, magazines, newspapers and course literature to borrow, in other words an inspiring place for learning resources.

The library is also the perfect meeting place with its reading areas, places for study and computer corners.

At the library you can also print documents and make copies.



Campus shop

In the campus shop you can buy course literature. Please make sure to order these course books in time. Also the larger copy work and bookbinding can be done at the campus shop.

Cafeteria

Lessius Mechelen has its own student restaurant where meals are served (breakfast and lunch) between 08.00 – 15.00 hours at economic prices. Put your student badge on the tray to get the lowest price.



Student Services (Stip)

Their aim: to try that student life – in all its aspects – is as pleasant and smooth as possible.

Stip offers different kinds of support:

- provides information on sport facilities, cultural events, student events
- provides psychological counselling
uncertainty, doubts, concentration problems,...
- offers support for students with a handicap
courses in Braille, ...
- provides assistance in your search for accommodation
- provides campus bikes (campusvlo)
- provides student lockers in campus De Vest, campus Kruidtuin and campus De Ham:
guarantee worth € 10,00
- during office hours you have the possibility to do your laundry at the Stiphouse.
- rental of bed and bath linen
- rental of cooking and eating materials

The main office of Stip (Stiphouse) is located at Zandpoortvest 17.

T +32 (0)15 369 140

F +32 (0)15 369 149

stip@khm.be

opening hours: 8.00 – 17.00 hours (Tuesday until 15.00 hours)

At the 'Stiptoog' on the mezzanine of the university cafeteria, you can find all kinds of information on sport and cultural activities.

Every campus has a Stip. These are places where students can have a first meeting with a student counsellor.

Student clubs

There are several student clubs at Lessius Mechelen. They organize all sorts of activities to make studying at Lessius Mechelen more pleasant, because it 's important that the students also have fun besides studying.

For information on these student clubs you can contact Siemon Vanroy at the Stiphouse or at the Stiptoog.

POLICIES AND REGULATIONS

Smoking

Smoking is NOT ALLOWED INSIDE the university's buildings, only outside.

Please be aware that smoking is also not allowed in public buildings and restaurants, it is however permitted in cafés.

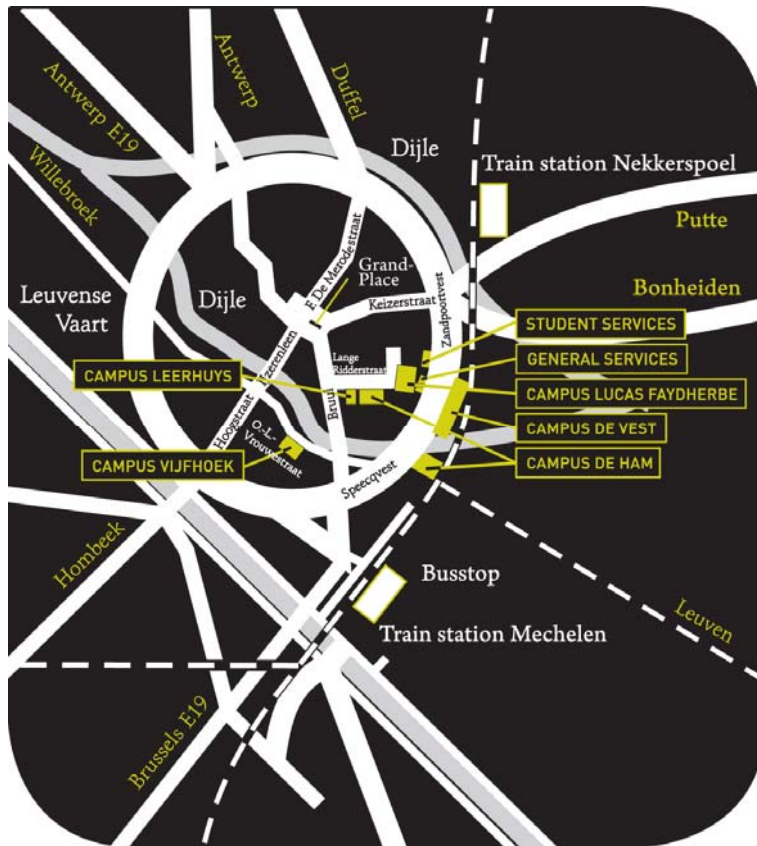
Drugs and alcohol

In Belgium it is against the law to buy, sell, use or carry drugs. It is also forbidden to use drugs or alcohol on campus or attend classes and other activities while under the influence of alcohol or drugs.

A student who is caught while under the influence of alcohol or drugs will be removed from the class and the university buildings. In case of repeated abuse, the teacher in charge will contact the head of the department for further measures.



Map



City

Mechelen is one of the five historic Flemish cities situated in the Dutch speaking part of Belgium. Mechelen is also situated between Antwerp and Brussels in the economic, cultural and educational centre of the country. In the last 10 years Mechelen has become an important centre for higher education. The influence of the religious orders was important in the development of the city centre, resulting in a number of religious buildings. Mechelen is also famous for its carillon bells. Carilloneurs from everywhere in the world have received their training in Mechelen.

Industrial activity is concentrated in two industrial estates, one to the north and one to the south. As a student, you will immediately feel home in this city. It has a lot of students, eating-places for students, shops, ...

Some sightseeing suggestions:

- Saint Rombout's Cathedral
- The Palace of Margaret of York
- The municipal park of Mechelen
- Planckendaal
- Technopolis

For further information:

Tourist Office

Hallestraat 2-4-6

+32 (0)70 222 800

inenuit@mechelen.be

www.inenuitmechelen.be

Public services and useful information

Bus

There are city busses that have tours in the centre and around the ring of Mechelen. The line busses take you to the villages and cities outside of Mechelen. Information can be obtained at www.delijn.be.

Train

www.b-rail.be

Police

Frederik de Merodestraat 88 – 2800 Mechelen

Tel 015/28.66.66

politie@mechelen.be

Health Care

There are three different levels of health care service in Belgium: general practitioners (gp's), specialist and specialist at a local or an academic hospital.

If you have a health related problem, it is best to see a general practitioner first rather than going to the hospital immediately. GP's are easier to reach and cheaper than hospital emergencies. Addresses of local GP's can be obtained at Stip or listed on www.mediwacht.be under "huisartsen", look for your city in "zoek". If the GP cannot solve the problem, he will refer you to a specialist.

Emergency numbers

for fire department and ambulance: 100 or 112

for police: 101



Hospital Sint Maartenziekenhuis:

➤ campus Mechelen, Leopoldstr 2, tel 015/40 95 11

➤ campus Zwartustersvest, Zwartustersvest 47, tel 015/29 60 00

Pharmacies

In Belgium, drugs and medicines are only sold in pharmacies (to be recognized by the green cross). When closed, all pharmacies will post in their window a list of after hours pharmacies (wachtdienst).

Supermarkets (closed on Sunday)

➤ ALDI - Electriciteitsstraat 37

➤ MATCH - Haverwerf 1

➤ COLRUYT - Liersesteenweg 351

➤ DELHAIZE - Oscar Van Kesbeeckstraat 21

➤ GB EXPRESS - Bruul109 (this one is open on Sunday ☺)

There is a weekly market on Saturday morning in the centre of Mechelen.

Most bakeries are open on Sunday morning if you want to enjoy a croissant or chocolate roll for breakfast. Belgium is famous for its wide variety of delicious bread.

Waste (selection and collection)

When is the garbage collection in the street where I am living?

For each street in Mechelen, there is a fixed day for waste collection. There is a special waste collection calendar. This calendar might be available in your room. If not, it can be obtained at the infodesk at the Huis van de Mechelaar. You can also consult the site of Ivarem (www.ivarem.be).

If there is a holiday on Monday, Tuesday, Thursday or Friday, the waste, PMD and paper and cardboard will be collected on Wednesday that same week.

If the street is blocked, you will have to put your waste bag on the corner of the street.

For PMD and garbage, you will have to buy special bags. You can buy them in the supermarkets of Mechelen (not in Aldi) but at the Stiphouse, you can buy them apiece. More advisable for a student budget.

Sorting garbage (In Mechelen, garbage needs to be sorted)

✚ Paper and cardboard

All paper and cardboard needs to be tied up with string or put in a cardboard box. Don't make the packages too heavy: max. 15 kg per package. As from 23 hrs the evening before, you can put the garbage outside. Please put the packages in that way that you won't bother the road users.

✚ PMD (blue bag)

PMD is the abbreviation for Plastic Metal and Drink cartons. The cleaner that you sort, the better the recycling of material can be done.

It is important that you know what belongs in the blue bag, since they will not be picked up if they contain the wrong things. Always allowed: washed tetra packs, plastic bottles, metal cans, aluminium tins and trays. Never allowed: butter tubs, yoghurt cups, plastic bags, plastic objects, polystyrene foil.

As from 23 hrs the evening before, you can put the bag outside. Please put the bag in that way that you won't bother the road users.

✚ Glass

Glass should be taken to one of the big glass containers located throughout the city. Please sort white and coloured glass (separate containers). You can look at www.ivarem.be to be informed about locations of containers nearby your room.

✚ Kitchen and garden waste

There is no separate sorting for kitchen and garden waste. You will have to put it in the white garbage bag.

✚ Everything else (white bag)

No waste that has to be sorted or sharp objects. Please put the white garbage bag outside, at the earliest as from 23 hrs the evening before and at the latest at 7.00 hrs on collection mornings. Weight max. 15 kg.

Sport and Recreation

De Nekker: www.provant.be/vrije_tijd/domeinen/de_nekker

Indoor swimming pool Geerdegemvaart: Leliestraat 32

Power Gym : <http://www.powergymutopolis.be/9.html>

Go Fit: www.gofit.be

Or contact Siemon Vanroy at Stiphouse or Stiptoog

Restaurants and bars

<http://www.inenuitmechelen.be>

SCHOOL HOLIDAYS

Fall Holiday	01/11-07/11
Armistice Day	11 + 12/11
Christmas Holiday	27/12 – 09/01
Spring Holiday	07/03 – 13/03
Easter Holiday	11/04 – 24/04
Labour Day	01/05
Ascension	02 + 03/06
Whit Monday	13/06

Greetings

Hi!	Hallo!
Good morning!	Goeiemorgen
Good evening!	Goeie avond
Welcome! (to greet someone)	Welkom
How are you?	Hoe gaat het met jou ?
I'm fine, thanks!	Met mij is alles goed. Dank u.
And you?	En jij?
Good / So-So.	Goed / zo en zo
Thank you (very much)!	Dank u wel!
You're welcome! (for "thank you")	Het is niks, graag gedaan
Hey! Friend!	Hallo, vriend!
I missed you so much!	Ik heb je gemist.
What's new?	Wat is er nieuw?
Nothing much	Niet veel.
Good night!	Goeienacht!
See you later!	Ik zie je later!
Good bye!	Vaarwel!

Asking for Help and Directions

I'm lost	Ik ben verloren.
Can I help you?	Kan ik je helpen?
Can you help me?	Kan je mij helpen?
Where is the (bathroom / pharmacy)?	Waar is (het toilet / de apotheker)?
Go straight! Then turn left / right!	Ga rechtdoor! Dan draai naar links / rechts!
I'm looking for John.	Ik ben op zoek naar John.
One moment please!	Een momentje alsjeblieft.
Hold on please! (phone)	Blijf aan de lijn.
How much is this?	Hoeveel kost dit?
Excuse me ...! (to ask for something)	Excuseer mij...!
Excuse me! (to pass by)	Excuseer mij!
Come with me!	Kom met mij mee!

How to Introduce Yourself

Do you speak (English/ Flemish)?	Spreek jij Engels / Nederlands?
Just a little.	Een beetje.
What's your name?	Wat is je naam?
My name is ...	Mijn naam is ...
Mr.../ Mrs..../ Miss...	Mijnheer / mevrouw / juffrouw
Nice to meet you!	Blij je te ontmoeten
You're very kind!	Je bent zeer vriendelijk
Where are you from?	Vanwaar ben je?
I'm from (the U.S/ Belgium)	Ik ben van de USA / België
I'm (American)	Ik ben een Amerikaan
Where do you live?	Waar woon je?
I live in (the U.S/ Belgium)	Ik woon in de USA / België
Do you like it here?	Vind je het plezant hier ?

Belgium is a wonderful country
 What do you do for a living?
 I work as a (translator / businessman)
 I like Dutch
 I've been learning Dutch for 1 month
 Oh! That's good!
 How old are you?
 I'm (twenty, thirty...) years old.
 I have to go.
 I will be right back!

België is een zeer mooi land.
 Wat doe je als beroep?
 Ik werk als een vertaler / zakenman.
 Ik vind Nederlands leuk.
 Ik leer Nederlands nu al een maand
 Oh! Dat is goed!
 Hoe oud ben je?
 Ik ben twintig, dertig jaar.
 Ik moet gaan.
 Ik ben straks terug.

Wish someone something

Good luck!
 Happy birthday!
 Happy new year!
 Merry Christmas!
 Congratulations!
 Enjoy! (for meals...)
 I'd like to visit Belgium one day
 Bless you (when sneezing)
 Good night and sweet dreams!

Succes
 Gelukkige verjaardag
 Gelukkig nieuwjaar
 Zalig Kerstmis
 Proficiat!
 Eet smakelijk!
 Ik zou graag België op een dag bezoeken.
 Gezondheid!
 Goeie nacht en droom zacht

Solving a misunderstanding

I'm sorry! (if you don't hear something)
 Sorry (for a mistake)
 No problem!
 Can you say it again?
 Can you speak slowly?
 Write it down please!
 I don't understand!
 I don't know!
 I have no idea.
 What's that called in Dutch?
 What does "..." mean in English?
 How do you say "please" in Dutch?
 What is this?
 My Dutch is bad.
 I need to practice my Dutch
 Don't worry!

Sorry , ik versta u niet.
 Sorry
 Geen probleem
 Kan je het herhalen?
 Kan je ietsje trager spreken?
 Schrijf het neer , alsjeblieft
 Ik versta het niet
 Ik weet het niet
 Ik heb geen idee
 Hoe noem je dit in het Nederlands?
 Hoe noem je dit woord in het Engels?
 Hoe zeg je "please" in het Nederlands?
 Wat is dit?
 Mijn Nederlands is niet zo goed.
 Ik moet Nederlands oefenen
 Geen paniek!

Expressions and words

Good / Bad / So-So.
 Big / Small
 Today / Now
 Tomorrow / Yesterday
 Yes / No
 Here you go! (when giving something)
 Do you like it?
 I really like it!

Goed / slecht / zo en zo
 Groot / klein
 Vandaag / nu
 Morgen / gisteren
 Ja / nee
 Alsjeblieft
 Vind je het leuk?
 Ik vind het tof.

I'm hungry / thirsty.
In the morning / evening. At Night.
This / that. Here / there
Me / you. Him / her.
Really!
Look!
Hurry up!
What? Where?
What time is it?
It's 10 o'clock. 07:30pm.
Give me this!
I love you!
I feel sick.
I need a doctor.
One, Two, Three
Four, Five, Six
Seven, Eight, Nine, Ten

Ik heb honger / dorst
's ochtends / 's avonds / 's nachts
Dit / dat. Hier / daar
Ik / jou. Hij / zij
Echt waar!
Kijk!
Haast je!
Wat? Waar?
Hoe laat is het?
Het is tien uur. 7:30 pm
Geef me dit!
Ik hou van je !
Ik voel me ziek!
Ik heb een dokter nodig.
Een, twee, drie
Vier, vijf, zes
Zeven, acht, negen, tien

FLANDERS/BELGIUM

Flanders is the northern region of Belgium. For many centuries Flanders has been an important commercial crossroads. This is reflected in the architecture and atmosphere of cities like Antwerp, Bruges, Ghent, Leuven and Mechelen.

Flanders is an internationally oriented centre of high technology. The Flemish economic network contains a web of innumerable small and medium-sized enterprises and many multinational industries have branches in the Flemish region. Flanders also has gateways to the larger ports of Antwerp, Ghent, Zeebrugge and Ostend. The airports in Brussels, Antwerp and Ostend carry passengers and goods to all continents.



The Kingdom of **Belgium** is a country in northwest Europe. It is a founding member of the European Union and hosts its headquarters, as well as those of other major international organizations, including NATO. Belgium covers an area of 30,528 square kilometers (11,787 square miles) and has a population of about 10.5 million.

Belgium's two largest regions are the Dutch-speaking region of Flanders in the north, and the French-speaking southern region of Wallonia, a small German-speaking Community exists in eastern Belgium. Belgium's linguistic diversity and related political and cultural conflicts are reflected in the political history and a complex system of government. Historically, Belgium, the Netherlands and Luxembourg were known as the Low Countries, which used to cover a somewhat larger area than the current Benelux group of states.

<i>Capital</i>	<i>Brussels</i>
<i>Official languages</i>	<i>Dutch, French, German</i>
<i>Government</i>	<i>Parliamentary democracy and Constitutional monarchy</i>
<i>King</i>	<i>Albert II</i>
<i>Independence</i>	<i>declared 4 October 1830</i>
<i>Currency</i>	<i>EURO</i>
<i>Time Zone</i>	<i>UTC + 1</i>
<i>Summer Time Zone</i>	<i>UTC + 2</i>
<i>Internet code</i>	<i>.be</i>
<i>Calling code</i>	<i>+32</i>

Before you come to Belgium it is a must to read about the country and its inhabitants. The internet is a rich source of information. Use a search engine and e.g. words like: Belgium, Belgian culture, "Belgium, the best kept secret of Europe" , Below you will find some websites. On these websites you will not only find interesting facts about Belgium but also tips for the Traveler (visa, health risks, money, transport,...)

<http://www.visitbelgium.com>

<http://www.visitbelgium.be>

<http://belgium.fgov.be/>

<http://www.cia.gov/cia/publications/factbook/geos/be.html#People>

<http://www.undp.org/>

<http://www.geographia.com/belgium/>

<http://www.lonelyplanet.com/destinations/europe/belgium/printable.htm>

Higher Education in Flanders

Bachelor and Master Structure

After signing the Bologna Declaration the Flemish Minister of Education started a process to reform the Flemish higher education system. The Flemish Parliament adopted a new Higher Education Act on the 4th of April 2003. The degree structure based on three main cycles constitutes the core of the Act, which introduced this new structure for all programmes in the 2004/2005 academic year. For longer programmes, it may last until 2010.

The higher educational system consists of professional Bachelor's degrees and two-tier academic Bachelor's and Master's degrees.

Degree structure

Bachelor's degrees

- professional bachelor's programmes
- advanced bachelor's programmes
- academic bachelor's programmes

Master's degrees

- master's programmes
- advanced master's programmes

Through the mechanism of bridging programmes, holders of professional Bachelor's degrees may have access to Master's programmes.

Degrees

👉 Bachelor's degree

After successfully completing at least 180 ECTS-credits students obtain a Bachelor's degree. Professional Bachelor's degrees prepare students for specific professions in industry, education, commerce, agriculture, health and rehabilitation, social work, informatics, applied arts or the media. Courses are therefore practice-oriented and include periods of work placement. These degrees are only awarded by the university colleges. Some university colleges offer profession-oriented specialisation programmes for holders of a professional bachelor's degree. These subsequent bachelor's programmes cover at least 60 ECTS credits. Academic Bachelor's degrees prepare students for studies at Master's level. These degrees are awarded by universities and some university colleges.

👉 Master's degree

Master programmes are characterised by the integration of education and research and a Master's dissertation. They cover at least 60 ECTS credits. Depending on the field of study some programmes last longer (e.g. medicine, law, psychology, engineering,...). Advanced Master programmes are organised at universities, at university colleges as part of an association and at postgraduate training institutions. A Master's degree is required for admittance.

👉 Ph D degree

'Doctor' is the highest level of specialisation in scientific research. It is based on an original research project that takes at least two years, resulting in the public presentation of a doctoral thesis. This degree is only awarded by universities.

👉 Diploma Supplement

The Flemish Diploma Supplement is made up according to the recommendations of the Council of Europe, UNESCO and the European Commission. It is an important tool to improve the international transparency and fair recognition of qualifications in the European Higher Education Area in 2010. A Diploma Supplement is awarded to all students regardless their programme. It is free of charge and delivered in Dutch and English.

USEFUL LINKS

University

<http://www.khm.be>

Mechelen

<http://www.inenuitmechelen.be>

Belgium

<http://www.visitbelgium.com>

<http://www.visitbelgium.be>

<http://belgium.fgov.be/>

<http://www.cia.gov/cia/publications/factbook/geos/be.html#People>

<http://www.undp.org/>

<http://www.geographia.com/belgium/>

<http://www.lonelyplanet.com/destinations/europe/belgium/printable.htm>

Flanders

<http://www.visitflanders.com>

Antwerp: www.antwerpen.be

Ghent: www.visitgent.be

Bruges: www.brugge.be

Leuven: www.leuven.be

Brussels: www.bruxelles-tourism.be

www.brucity.be

Ardennes

www.en.wikipedia.org/wiki/Ardennes

Neighbours

Paris: www.parisdigest.com

Amsterdam: www.holland.com/amsterdam/

London: www.visitlondon.com

Transport

Bus: www.delijn.be

Train: www.b-rail.be

Thalys: www.thalys.com

Eurostar: www.eurostar.be