

# PARTNER FACT SHEET 2025-2026

## CONTACTS - STUDENT INTERNATIONAL MOBILITY SERVICE

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**WEB LINKS:**

<https://sbsem.ulb.be/international>  
[www.facebook.com/SolvayInternational](http://www.facebook.com/SolvayInternational)

## UNIVERSITE LIBRE DE BRUXELLES

- Erasmus code: B BRUXEL 04
- Founded in 1834
- A comprehensive university: covering all disciplines at all levels
- 12 Faculties, 40 Bachelors, 150 Masters, 20 PhD programmes
- 4 scientific Nobel Prizes
- 35,000 students (140 nationalities-32% foreign students)
- 310 partnerships



## EXCHANGE RELATED INFORMATION

### Websites

- Incoming Students: <https://sbsem.ulb.be/international/incoming-students>

The Student International Mobility Service website should answer most of the general questions your exchange students can have. Therefore, we strongly recommend them to read it carefully. We will of course remain available for any further questions.

- Faculty Solvay Brussels School of Economics and Management (SBS-EM): <https://sbsem.ulb.be/>
- Université libre de Bruxelles (ULB): <https://www.ulb.be/>

## Information packages

- **Info Pack 1** (as of May for Term 1, November for Term 2): emailed to the students once nominated
- **Info Pack 2** (as of June for Term 1, December for Term 2): emailed to the students once they have registered on-line
- **Info Pack 3** emailed to the students during the welcome week

## Orientation week (mandatory)

An orientation week is organised for all SBS-EM exchange students before the beginning of the courses (dates TBC):

- 1st term: **8 - 12 September 2025**
- 2nd term: **26 - 30 January 2026**

### The orientation week consists of:

- Welcome meeting and Academic Coordinator's meeting
- Welcome drink
- Visit of Brussels
- Social activities organised by our Student Unions

A buddy system is organised prior to the arrival of our exchange students

## **ULB CALENDAR (TBC)**

- **08 September:** start of the academic year - Orientation Week (**MANDATORY!**)
- 15 September: beginning of the courses
- 21 December: end of the courses and beginning of Christmas Holidays
- 05 January: beginning of the exams
- **24 January:** end of the exams and of the 1st term exchange period
- **26 January:** start of the 2nd term - Orientation Week (**MANDATORY!**)
- 02 February: beginning of the courses
- 01 June: beginning of the exams
- **28 June:** end of the exams and of the 2nd term exchange period
- Early August – early September: resit exams

## ADMINISTRATIVE PROCEDURES

### Nominations

- Exchange students' nominations have to be sent **by the home university coordinator** by email to [anne.georges@ulb.be](mailto:anne.georges@ulb.be)

- **Students' data required:**

- ✓ last name
- ✓ first name
- ✓ e-mail address
- ✓ exchange period:
  - 1st term (September - January)
  - 2nd term (January - June)
  - full academic year



- ✓ number of university semesters already completed (in the field of economics or management)

Nominations deadlines:  
1st term & academic year: 15 MAY  
2nd term: 15 OCTOBER

### Registrations

- **to the university:**
  - ✓ **mandatory online registration** by the students (no other form accepted)  
->the on-line form does not include registration to the courses
  - ✓ **Info Pack 2** including acceptance letter is then emailed to students after the online registration

On-line registration deadlines:  
1st term & academic year: 1 JUNE  
2nd term: 1 NOVEMBER

- **to the courses:**
  - ✓ **online form** to be submitted during the arrival period

Courses registration deadlines:  
1st term & academic year: 25 SEPTEMBER (TBC)  
2nd term: 12 FEBRUARY (TBC)

## LANGUAGE REQUIREMENTS

Although the Université libre de Bruxelles is mainly a French-speaking university, Solvay Brussels School of Economics and Management offers a majority of their Master courses in English. It is therefore possible to build up a courses programme fully in **English**.

Although we don't require any language certificate, we strongly recommend that exchange students coming to the ULB should acquire at least an intermediate (B2) level of French and/or English **prior to their arrival**.

## LANGUAGE COURSES

Students are being given the opportunity to improve their knowledge of our local language thanks to French language courses during their exchange. These are free of charge and can be credited.

More details on:

[Français langue étrangère - ULB Langues](#)

## PROGRAMME

### Courses

Exchange students are requested to register to 1 course at least and maximum 30 ECTS. The exact number of courses or ECTS credits has to be determined by the home institution.

Students are authorized to select courses from other faculties, but have to register to at least 60% of their courses at SBS-EM. Courses taken outside our faculty is subject to the approval of the Professor.

The programmes open are at Bachelor 3 (3rd year), Master 1 (4th year) and Master 2 (5th year) levels. We therefore expect our exchange students to have successfully completed at least 5 semesters of university studies.

More details and courses list: <https://sbsem.ulb.be/international/incoming-students/courses>

Exams:

- Exchange students will take their exams in the same conditions as regular students
- Exchange students are NOT authorized to organize their exams individually with their Professors
- All students are expected to take their exams during the official exams periods:
  - ✓ January (Exams for the 1st term courses)
  - ✓ May –June (Exams for the academic year and 2nd term courses)
  - ✓ Mid-August – beginning of September (Resit exams for the 1st and 2nd terms courses)

*For students from non-European institutions only: should, for very serious academic reasons, your students not be able to come back to Belgium in order to retake their exams, please note that we can possibly organize simultaneous distance exams (conditional to the Professors' agreement and if the time difference allows this). However, each student from a non-European institution will be able to take a maximum of 2 exams at distance.*

## HEALTH AND MEDICAL INSURANCE

When registering to ULB, students will be covered by our university injury insurance, which is covering them ONLY for incidents on the campus and on the way to/from the campus. We therefore advise them to complement this with a health insurance covering them for health matters, incidents outside “working hours” and for their other activities. Either student may want to take insurance from home, or register here when they arrive (social security or private insurance).

## ACCOMMODATION

Our university unfortunately doesn't provide student housing to exchange students. Students may look for independent, off-campus housing, for which we do offer support.

### ULB ACCOMMODATION OFFICE

<https://www.ulb.be/en/campus-life/accomodation>

## ESTIMATED COST OF LIVING

Please find here below a **monthly estimated budget (in €):**

Accommodation	500-700
Food	400
Public Transport	50
Books & learning materials	35
Health Insurance Plan (for non EU citizens)	25
Miscellaneous	70
Telecommunications	40



## BLOCKED ACCOUNT - VISA REQUEST

Our university offers a **blocked account** service to support our students' visa requests.

Please find all details on: <https://www.ulb.be/en/non-exchange-international-students/information-about-blocked-accounts-for-visa-or-residence-permit-renewal>

## CAMPUS FACILITIES

Our university offers onsite numerous facilities, including sports hall, restaurants, bookshop, medical center, etc. For more details, please find the link:

<https://sbsem.ulb.be/international/incoming-students/practical-information>

**VIDEO** exchange programme, including students' testimonies:

[https://www.youtube.com/watch?v=ieWCAPEWXZo&ab\\_channel=SolvayBrusselsSchool](https://www.youtube.com/watch?v=ieWCAPEWXZo&ab_channel=SolvayBrusselsSchool)