Vesalius College is a non-profit institution (VZW) under Belgian law

Board of Vesalius College

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Leo Van Audenhove, Associate Professor, Vrije Universiteit Brussel

Dean

Joachim Koops

Accreditation

Vesalius College is registered with the Flemish government of Belgium as an institution of higher education. The Vesalius College Bachelor’s degree is fully equivalent to a recognised Bachelor’s degree issued from a Flemish University. Vesalius College is a participant in the Bologna Process, the reform effort designed to standardise higher education throughout Europe. In accordance with the Bologna declaration, Vesalius College offers the three-year European Bachelor’s degree and calculates coursework in ECTS (European Credit Transfer System) credits.

The four majors offered by Vesalius College are accredited by the Dutch-Flemish Accreditation Organisation (NVAO, Nederlands-Vlaamse Accreditatie Organisatie). This official organisation was established by international treaty between the Flemish and the Dutch governments with the aim of ensuring the quality of higher education in both the Netherlands and Flanders.

More information on the accreditation of Vesalius College can be accessed through the official government website for higher education in Flanders:
http://www.highereducation.be
# TABLE OF CONTENTS

Message from the Dean 1

Introduction 2

Admissions 5

Financial Information 9

Academic Requirements 14
  General Requirements 14
  Core Curriculum Requirements 15
  Major Requirements 16
    Business 16
    Communication 18
    International Affairs 21
    International & European Law 23
    Minors 25

Course Descriptions 29

Academic Opportunities 58
  Internships 58
  Study Abroad 60
  Summer Programmes 65

Rules and Regulations 67
  Registration 67
  Changes during the Semester 69

Course Work 70
  Assessment 71
  Academic Dishonesty 75
  Academic Standing 77
  Grade Reports, Transcripts and Diplomas 80

Avoiding Plagiarism 81

Student Services 83

Key Contacts for Students 86

Faculty 88

Abbreviations 89

Academic Calendars Inside Back Cover
MESSAGE FROM THE DEAN

Dear Students,

On behalf of the faculty and administration, I would like to welcome you to Vesalius College. By attending Vesalius College you have chosen to join a diverse and motivated community of students, academics and administrators.

Undergraduate education is an important time in your life, one that lays the foundation for future success in post-graduate schooling and your professional career and for fulfilment in your personal life. It is our mission at Vesalius College to help you realise your potential and ambitions.

The academic programme at Vesalius is designed to challenge you intellectually and personally and requires dedication and self-discipline. While it is challenging, it is also rewarding, helping you to acquire the skills, knowledge and attitudes that will enable you to adapt and flourish in an increasingly multicultural and ever-changing world.

Vesalius faculty and administration are committed to providing you with the tools, resources and support you need to succeed. From the first year until graduation, you will benefit from close relationships with faculty and the academic resources of the Vrije Universiteit Brussel and the Université Libre de Bruxelles.

While the academic programme will be challenging, the College also recognises the importance of a balanced and healthy lifestyle, so we encourage you to live a full life away from books and classes. Brussels, “the Capital of Europe”, offers a tremendous variety of cultural and social activities. You will quickly discover the city to be vibrant and cosmopolitan with a friendly charm and something for every taste.

In addition, Brussels has much to offer as you prepare for graduate school or to begin a career. Home to the world's largest press corps, the European Union, NATO and hundreds of non-governmental organisations and multinational corporations, the city offers you many opportunities for internships as well as less formal encounters with government officials, politicians and business people and we encourage you to take full advantage of them.

We look forward to getting to know you and helping you to reach for your potential. Again, on behalf of the faculty and administration, welcome to the Vesalius community.

Joachim Koops

Dean
Vesalius College
INTRODUCTION

Vesalius College

Vesalius College was established in 1988 by the Vrije Universiteit Brussel (VUB) to provide a new form of university education in Belgium. Its founders were inspired by the hundreds of small institutions in the United States that place relatively more emphasis on teaching than on research. These liberal arts colleges, like Vesalius, select their students, and then develop their skills and understanding through close contact with professors. Classes are small, with only 25-35 students, so that instead of just taking notes on what the professor says, students can participate more actively in their education. They can ask questions and learn to be critical of what they are told. They write papers and make oral presentations, allowing them to develop skills that will serve them well in their working lives. Professors assess the students’ work not just on one examination at the end of the course, but continuously on the basis of shorter examinations during the course and of written and oral work. Vesalius College has followed this model of education for twenty-five years, producing graduates who have been admitted to competitive graduate programmes in Belgium, the U.K., the U.S.A. and other countries and who have been hired by leading international companies.

The College offers three-year academic degree programmes in business, communications, international affairs and international & European law, all of which lead to a Bachelor’s degree. These programmes have been favourably evaluated by the Dutch-Flemish Accreditation Organization (NVAO) and are recognised by the Flemish government, and, on the principle of mutual recognition, by other European governments that participate in the Bologna process for the reform of university education.

Although Vesalius College is now legally independent of the VUB, the two institutions maintain very close relations. Several Vesalius courses are taught by VUB professors and some Vesalius professors teach in the VUB. Vesalius, though its student numbers are not large, has the great advantage of being able to draw on the academic facilities and student services of a large research university. The College also maintains close ties to other neighbouring institutions such as the Université Libre de Bruxelles (ULB), Boston University and the University of Kent, and has collaborations with the Royal Music Conservatory, the Royal Military Academy, and RITS, a school for audio-visual and performing arts.

Instruction at Vesalius College is entirely in English (with the exception of language courses). Most of its students are native English speakers or have done their secondary education in English, but some students from other backgrounds have accepted the challenge of learning in English. They benefit from hearing English all the time. Roughly half of the courses are taught by native English speakers, and the rest of its international faculty is at ease with the language. For all students, native speakers or not, the College makes a concerted effort to improve their skills in written and oral expression.

As befits an institution in Brussels, the capital of Belgium and Europe and a centre for international business, both the faculty and the students at Vesalius College come from a wide variety of nationalities. Class discussions are enriched by this cultural diversity, as is student life more generally. As an English language institution
partnered with a Dutch-language university in a mostly French-speaking city, the College provides a unique opportunity to acquire an intercultural perspective.

Brussels is also an exciting place to study. The presence of the European Commission and NATO, as well as the headquarters of thousands of international organisations and seven hundred multinational corporations, is an invaluable resource for professors and students. They can observe close-up the changes taking place in Europe by class visits to these institutions, by hearing from guest speakers in classes, and by doing an internship in one of these organisations. The College offers a wide variety of courses that focus on the European Union and other aspects of contemporary Europe.

**Andreas Vesalius**

Andreas Vesalius was one of the premier freethinkers of the Renaissance and as such, makes clear the intellectual link between the College and its partner institution, the Vrije Universiteit Brussel. Both the College and the University adhere to the principle of liberal inquiry, unfettered by prejudice deriving from religion, race, gender or political ideology. Born in Brussels around 1515, Vesalius was a pioneer of modern medicine, as evidenced by his crowning achievement, the first treatise of scientific anatomy, *De humani corporis fabrica libri septem*, published in 1543 and meticulously illustrated with 323 woodcuts. Yet throughout his career he had struggled against the received wisdom of classical physicians such as Galen and against the reluctance of universities and the Church to permit the dissection of human bodies. Only the boldest scientists risked attempting such research and Vesalius was the foremost among contemporary physicians to do so.

**The Catalogue**

This catalogue is the basic document for students enrolled at Vesalius College. They will refer to it all the time, so it should be kept handy. It is also a detailed introduction to the College for persons interested in applying for admission (see, in particular, the admissions section).

Above all, the catalogue lays out the College’s academic requirements, specifying exactly what students need to do to earn their Bachelor’s degree. But please note that students are bound by the requirements in the catalogue for the year in which they start their degree programme (unless they shift entirely to the requirements in a subsequent catalogue).

Each semester students need to choose the courses that they will take. The course descriptions in the catalogue give short statements of what courses are about, though students are welcome to contact professors to learn more about the contents and organisation of individual courses. The list of courses offered in any semester and the hours at which they will be taught are made available to students during the preceding semester. The rules and regulations for signing up for courses at registration and for making subsequent changes in course selection are given in the catalogue. The catalogue also lays out rules concerning course work and assessment.
Introduction

Students will also find a guide to certain *academic opportunities*. Internships in business, government or non-profit institutions are an opportunity to see the practical application of concepts encountered in courses and to obtain professional experience. Studying for a semester in another country exposes students to other ideas and other ways of doing things.

The catalogue also describes a variety of *student services* and gives *key contacts* within the faculty and administration.
ADMISSIONS

Vesalius College seeks students who are able to meet the challenges of our academic programme and are willing to participate fully in the intellectual and social life of the College in a spirit of openness and tolerance. Admission to the College is selective. We endeavour to accept only students whose records indicate that they possess the qualities needed to achieve academic success in the degree programme of their choice.

Applicants for admission must have graduated from a secondary school prior to beginning their studies at Vesalius College. Admission decisions take into account the candidate’s secondary school performance, examination results and English language competence, as well as demonstrated personal qualities and character.

To apply, candidates must submit:

- A completed application form. This form should be completed online on the College website.
- Official academic credentials and transcripts (showing courses and grades) from all secondary schools and universities attended, including public examination results and official results of any national or regional examination (usually taken in the candidate’s country of residence).
- Two letters of recommendation (from persons familiar with the candidate’s academic work: for example, teachers, professors, guidance counsellors, or school directors).
- Proof of identity in the form of a photocopy of either a passport or of a national identity card.
- Results of an English proficiency examination, required for students who have studied for less than three years in a secondary school or two years in a university with English as the language of instruction. The College accepts official scores from the following tests: the TOEFL (Test of English as Foreign Language) and the Academic Module of the IELTS (International English Language Testing System). See the “Standardised Tests” section for details.
- Official scores of the SAT test or the ACT test may be required. Candidates should contact the Admissions Office to determine whether they must take one of these examinations or not.
- A non-refundable application fee of €50.00

Transfer Admission

Students may be considered for transfer to Vesalius College if they have completed at least one semester and are in good academic standing at an accredited college or university and have not been dismissed from that institution. Transfer applicants must submit the same documents as those applying for general admission. Transfer applicants with at least one full-time semester of college credit and a minimum grade point average of 2.0 will be exempted from submitting SAT or ACT scores.

Vesalius College may award transfer credits for courses taken at the university level in other accredited institutions. The minimum requirements for grades depend upon the school where the credit was earned and the student’s intended major within Vesalius College. All transfer credits will be awarded at the discretion of the Admissions
Committee. Once the transfer credits have been assessed, the file cannot be re-opened. In order to evaluate transfer credits, transfer students must submit the following in addition to the regular application:

- Official transcript(s) sent directly from the institution(s) where the courses were taken.
- Detailed descriptions of the courses taken, including the number of hours per course and copies of course descriptions from the college’s catalogue.
- Detailed syllabi (A syllabus is a short document, to be distributed at the first class meeting, containing the following information: the aims and content of the course, the textbook(s) and other reading materials, the progress of the course week per week, the way in which it will be assessed, the dates at which written work is due and when the mid-term and final examinations will be held, and contact information and office hours for the instructor).

Applications Review Process

Vesalius College processes applications on a rolling basis. Admissions decisions are usually made within three weeks after receipt of the complete application. International students should also apply well in advance (three to six months) as obtaining a student visa can take up to six months in some countries. Once accepted to Vesalius College, international applicants should contact the Belgian embassy or consulate in their country immediately to get a complete list of requirements specific for that country.

Students in secondary school are encouraged to apply during their final year. Transfer students should apply well in advance (three months minimum) of the semester of choice and should submit all the documents required to process their application.

Applicants are asked to submit all available academic records at the time they submit their application for admission. Applicants must ensure that their names are recorded clearly on all documents. The family name or surname given on the application form must then be used in all correspondence with the College and on all documents relating to the College.

Note: None of the application materials submitted to Vesalius College will be returned to the applicant. Candidates are advised to make copies for their own records prior to submission.

Official Credentials

Credentials should be sent directly from the authorising organization or institution. Transcripts must be certified by the Registrar or Head Teacher of the educational institution issuing the documents. Transcripts must be sent in an official envelope of the institution that is sealed and then signed across the back flap by the sending official. Photocopies of original documents are not accepted as official transcripts.

Translation of Credentials

Vesalius College accepts credentials in English, Dutch, French, and German. For all other languages, official translations by a certified translator (whose signature is
Standardised Tests

English proficiency: The College accepts official scores from the following tests: the TOEFL (Test of English as Foreign Language) and the Academic Module of the IELTS (International English Language Testing System).

- TOEFL: Applicants should register with the TOEFL testing agency. Please visit the website www.toefl.org for more information on test dates, prep, test centres, registration deadlines, fees, payment. Email: toefl@ets.org. Applicants must ask the testing agency to send score reports directly to Vesalius, using the College code 3574.
- IELTS (Academic Module): Applicants should register with the British Council. Further information (test dates, registration deadlines, fees, payment) can be found at www.britishcouncil.org.

For applicants who must take either the SAT or ACT exam here are the addresses and instructions for sending scores:

- SAT: Applicants should register with the testing agency. Visit the College Board SAT programme website www.sat.collegeboard.org to register online and for more information (e.g. US and international test dates, registration deadlines, fees, payment). Applicants must ask the testing agency to send score reports directly to Vesalius, using the College code: 3574.
- ACT: Applicants may register with the testing agency. For more information (test dates, registration deadlines, fees, payment), please visit the websites www.act.org and www.actstudent.org. Applicants must ask the testing agency to send score reports directly to Vesalius, using the College code: 5243.

Visiting/Study Abroad Student Admission

Students who wish to spend one or two semesters at Vesalius College before returning to their home universities are welcome to enrol as study abroad students. The standard admissions procedures apply. Students applying from universities and colleges with which Vesalius College has formal agreements should contact the Vesalius College Study Abroad Office as requirements vary across programmes.

Visa Information

Students who are not EU citizens must obtain a student visa in order to live in the country and attend the College. The time it takes to obtain a student visa may vary from one to several months depending on a variety of factors including the student’s age and country of origin. Vesalius recommends students apply for their student visas as soon as they are accepted into the programme. Vesalius will confirm students’ acceptance via the issuance of an official acceptance letter, which is a necessary document for all student visa applications. It should be noted that student visas for studies in Belgium are only issued to applicants demonstrating proof that they are accepted as full-time students at a Belgian institution.
It is strongly recommended that students contact the Belgian consulate or embassy in their home country to get a complete list of requirements specific for that country.

**Orientation**

An orientation programme for new degree-seeking students and study abroad students alike is organised each semester from the Wednesday through the Saturday of the week before classes begin. This programme is **mandatory** for all new students. During this week, staff and current students introduce newcomers to the workings of the College, both academic and social, and to life in Brussels. There are also several social events at which new students can learn to know each other and can meet current students as well as faculty and staff.

The first day of orientation is designed to familiarise new students with the organization and the philosophy of the College, as well as to give them practical information on academic policies, course registration and internship and study abroad opportunities and to introduce students to the Vesalius Student Government.

During orientation, students will receive campus tours and will activate their student computer accounts. Study abroad students and continuing Vesalius College students who have applied for internship positions will interview for these positions on the Thursday of orientation.

The Friday of orientation is reserved for course registration. On this day, faculty advisers are scheduled to meet with each student in order to provide advice on course selection. Students will then register officially for the courses they will take during the semester.

A tour of Brussels is organised for new students on the Saturday of orientation. This tour serves to familiarise new students with their new surroundings, as well as to give practical, cultural and historical information on the beautiful city of Brussels.

For the **summer term**, an abbreviated orientation session is offered to students. This session consists of a brief introduction to the College, a tour of campus and activation of each student’s computer account.
FINANCIAL INFORMATION

Tuition and Fees for Students

Full-time students: tuition and appropriate fees, as shown below, are payable in full, every semester by the due date indicated in the concerning invoice(s).

Continuing students (not new students) who wish to take more than a full course load (33 ECTS credits) must petition the Student’s Academic Standing Committee in advance and will be charged extra tuition of €1,180.00 per course.

<table>
<thead>
<tr>
<th>Fee Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition per semester</td>
<td>€5,900.00</td>
</tr>
<tr>
<td>Late registration</td>
<td>€100.00</td>
</tr>
<tr>
<td>ART 301G field trip fee</td>
<td>€795.00</td>
</tr>
<tr>
<td>POL 233G field trip fee</td>
<td>€1,000.00</td>
</tr>
</tbody>
</table>

The College reserves the right to adjust the tuition and fees for the academic year 2016/17 if there is a significant rise in inflation.

Tuition for Part-time Students

Part-time students (following courses for less than 22.5 ECTS credits) and pay €1,475.00 per course.

Other Fees

Application Fee: When students submit their application, they must include a non-refundable fee of €50.00. This fee is also applicable to Study Abroad students.

Deferred Payment Plan

The deferred payment plan allows students to pay the tuition for each semester in two instalments, rather than in a lump sum. The total amount is €5,950.00 (an administrative fee of €50.00 is included). The first payment, due at the beginning of the semester, is of €3,590.00; the second payment, due later in the semester, is of €2,360.00. Students who intend to pay this way should thick the appropriate box on their registration form.

Deadlines for Payment of Tuition and Fees

<table>
<thead>
<tr>
<th></th>
<th>Fall 2015</th>
<th>Spring 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Payment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>New students</td>
<td>31 Aug 2015</td>
<td>New students</td>
</tr>
<tr>
<td>Continuing students</td>
<td>3 Aug 2015</td>
<td>Continuing students</td>
</tr>
<tr>
<td>Deferred Payment Plan</td>
<td></td>
<td></td>
</tr>
<tr>
<td>First payment + applicable fees</td>
<td></td>
<td></td>
</tr>
<tr>
<td>New students</td>
<td>31 Aug 2015</td>
<td>New students</td>
</tr>
<tr>
<td>Continuing students</td>
<td>3 Aug 2015</td>
<td>Continuing students</td>
</tr>
</tbody>
</table>
Students who wish to take more than five courses must petition the Student’s Academic Standing Committee in advance and will be charged extra tuition of €1,180.00 per course.

Withdrawal

Notification must be received by the Head of Academic Administration in writing and only at then is a student considered to have withdrawn. A credit note for part of the total tuition amount corresponding to the student’s registration, depending on the date at which the student officially withdraws, will be issued according to the following schedule:

- before the first day of classes: 90%
- during the first week of classes: 80%
- during the second week of classes: 40%
- after the second week of classes: no credit

In case tuition and fees have already been paid in full, the corresponding amount will be refunded to the student. Should only a partial payment have been received the difference between the received amount and the penalty amount will be reimbursed. If no payment has been received the student remains fully liable for the difference.

Methods of Payment

Payment should be made in Euros (€) by bank transfer or by credit card. Invoice(s) will be sent out to each student by e-mail after registration, or if so indicated to any other person mentioned on the registration form.

By Bank Transfer: monies should be transferred to the Vesalius College vzw account at:

Belfius Bank
Pachecolaan 44, B-1000 Brussels, Belgium
Account number: 068-2410268-39
IBAN number: BE 13 0682 4102 6839
Swift/BIC code: GKCC BE BB

When transferring monies, please include the student’s full name and specify the type of fee or invoice number (for example Application Fee, Tuition and the applicable semester).

Transferring money from abroad sometimes takes a couple of weeks. It is important to retain proof of payment. To avoid problems, allow time for the payment to arrive before registration; at registration no bank orders will be accepted. Students are liable for all bank charges, including exchange costs. In cases where Vesalius College pays these costs on behalf of the student, the student will be requested to pay the difference before the end of the semester.
By Credit Card: on line through the following link www.payment.vesalius.edu.

Financial Audit

A student who does not pay the stipulated amount (full or deferred payment) by the due date mentioned on the invoice will be placed on financial audit after two reminders have be sent to her/him by e-mail. Such a student cannot:

- Attend classes and examinations
- Obtain an official transcript, notification of grades or any other documents a regularly enrolled student may request
- Receive a student ID card or yearbook
- Register for a subsequent semester
- Attend a semester abroad at an institution with which Vesalius College has an agreement
- Graduate, be proclaimed or march in the Graduation Ceremony
- Receive a diploma

Any disputes arising in case of non payment will be governed by Belgian law and any legal suit will be brought before the courts of Brussels.

Estimated Costs other than Tuition and Fees

In addition to the tuition and fees that must be paid each semester, students should also budget for living costs. The following table shows a very rough estimate for some of these costs and may be of help in budgeting for the semester.

<table>
<thead>
<tr>
<th>Estimated Costs other than Tuition and Fees</th>
<th>Euro (€)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Educational Materials</td>
<td>650 - 750</td>
</tr>
<tr>
<td>Accommodation</td>
<td>2,100 - 3,300</td>
</tr>
<tr>
<td>Food (minimum)</td>
<td>1,300 - 1,500</td>
</tr>
<tr>
<td>Public Transportation</td>
<td>250 - 300</td>
</tr>
<tr>
<td>Health Insurance</td>
<td>150</td>
</tr>
<tr>
<td>Mobile Phone</td>
<td>120</td>
</tr>
<tr>
<td>Registration at local town hall</td>
<td>10 - 50</td>
</tr>
<tr>
<td>Independent Housing Fee¹</td>
<td>150</td>
</tr>
<tr>
<td>Host Family Placement Fee²</td>
<td>100</td>
</tr>
<tr>
<td>Weekly Host Family Housing Fee²</td>
<td>155</td>
</tr>
</tbody>
</table>

¹ This non-refundable fee is only charged to students who ask for personalized assistance in their search for independent accommodation.

² These non-refundable placement fee and the weekly housing fee are only charged to students who are staying with a host family or applied for host family placement.

Family Tuition Reduction

Vesalius College offers a tuition reduction of 25% to one of both siblings if two siblings are enrolled at the College simultaneously. A tuition reduction of 15% is offered to siblings of alumni.
Grants and Loans

Certain countries offer grants and loans for study at Vesalius College. Applicants are encouraged to check with their home country education authority concerning eligibility for financial assistance.

Vesalius Academic Excellence Scholarship Fund

Vesalius College will award Academic Excellence Scholarships (AES) to students who have outstanding academic records in secondary school and whose extra-curricular achievements show evidence of leadership in today’s global society. Other factors include letters of recommendation from their secondary school and (in certain cases) standardised test scores.

The College’s merit-based financial assistance can provide up to a 50% reduction in tuition per semester. These scholarships will be renewed if the student maintains superior academic performance during each semester of their 3-year Bachelor programme. The scholarship will be directly applied to the student’s tuition fees.

Eligibility

• Prospective students must possess outstanding academic records and personal integrity, as demonstrated by grades, extra-curricular activities, standardised test scores (such as TOEFL, SATs) and letters of recommendation.
• Prospective students must have been accepted into a Vesalius College Bachelor Programme as a full-time, first-year/freshman student.
• Transfer students are not eligible for the Vesalius Academic Excellence Scholarship.
• The Academic Excellence scholarship can only be awarded to students who enrol in the fall semester.
• There is a minimum Grade Point Average (GPA) required to obtain a scholarship. Vesalius College will also take motivation and extra-curricular activities into consideration. Evidently, better scores and grades, combined with strong motivation and participation in extra-curricular activities will improve one’s chances of acquiring a scholarship.
• Citizenship & residency: there are no limitations with regards to citizenship & residency. All applicants will be treated fairly and equally.

Minimum Requirements for AES

<table>
<thead>
<tr>
<th>High School Diploma</th>
<th>GPA/scores</th>
<th>SAT</th>
<th>TOEFL/IELTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>IB Diploma</td>
<td>37 Points</td>
<td></td>
<td></td>
</tr>
<tr>
<td>American High school Diploma</td>
<td>3.8 GPA</td>
<td>Math: 630, Critical reading: 630, Writing: 630</td>
<td></td>
</tr>
<tr>
<td>Belgian High School Diploma</td>
<td>80 %</td>
<td>TOEFL: 100 or IELTS: 7</td>
<td></td>
</tr>
<tr>
<td>German Abitur</td>
<td>1.8</td>
<td>TOEFL: 100 or IELTS: 7</td>
<td></td>
</tr>
</tbody>
</table>
For minimum eligibility requirements applicable to other types of secondary school diplomas, please contact the Admissions Office. If your specific secondary school diploma is not listed in the table above, it does not mean that your chances of receiving a scholarship are limited. In other words: regardless of where you obtain your secondary education around the globe, if you fulfill the requirements above and have outstanding academic results, you have the possibility of obtaining a scholarship from Vesalius College.

**Application Procedure**

- The Vesalius College Undergraduate Application also serves as the scholarship application. Students accepted into the Bachelor programme at Vesalius College automatically apply for the Academic Excellence Scholarship. They do not have to submit a separate application form for the scholarship.
- A minimum GPA is required. For more information on minimum GPA, please refer to the ‘Minimum Requirements for AES’ section of this document.
- **Academic Excellence Scholarships** are administered via the Admissions Office.
- The Scholarships may be renewed for all three years of the undergraduate program. For renewal, a minimum GPA must be maintained.

**Deadlines**

If Students wish to be considered for the Academic Excellence Scholarship, the admissions office must receive their College Application no later than **15 April**.

**Maintaining Eligibility**

Scholarship recipients must maintain a minimum GPA of 3.4/4.0 per semester to continue receiving their scholarship.

**Terms of Award**

Scholarships may be granted for a minimum of one semester and a maximum of 6 semesters. Scholarships will not be granted for any courses during the Summer Programme.

**Contact**

For more information, please contact the Admissions Office, Ms. Vanessa Goffard, vgoфф@vub.ac.be, [T] +32 2 614 8177, or Elin Anna Jónasdóttir, elin.jonasdottir@vub.ac.be, [T] +32 2 614 8202.
ACADEMIC REQUIREMENTS

Please note that these requirements apply to students entering Vesalius College during the academic year 2015/16. Students who entered in previous years are bound by the requirements in the catalogue for their year of entry unless specific changes have been implemented that apply to the requirements of that entry year or they shift over entirely to the requirements of a subsequent catalogue.

General Requirements

In order to graduate, students must have:

- Earned 180 ECTS credits or more, at least 90 of which must be taken at Vesalius College. Unless granted special permission, students should be registered at Vesalius College in the semester preceding graduation
- Achieved a grade point average of at least 2.0 for all of the courses taken at the College (cumulative GPA requirement)
- Achieved a grade point average of at least 2.0 for all of the courses taken in the student’s chosen major field (major GPA requirement)
- Met all requirements of the core curriculum as described either in the catalogue for their year of admission to the College
- Met all requirements of the chosen major field as described in the catalogue of their year of admission to the College. At least half of the 120 ECTS in major requirements and electives must be completed at Vesalius College

Meeting the degree requirements is the student’s responsibility

Honours and Diplomas

Students who graduate with no disciplinary sanction on record are awarded their degree with honours as follows:

- Summa Cum Laude (cumulative GPA of at least 3.8)
- Magna Cum Laude (cumulative GPA of at least 3.6)
- Cum Laude (cumulative GPA of at least 3.4)

The graduation diploma is a numbered official document issued by Vesalius College. Legally it can only be issued ONCE-no replacement document is possible. It is signed by the Chairperson of the Board of Vesalius College, the Dean and the Chairperson of the Student’s Academic Standing Committee. Each diploma records the student’s name, the degree earned and the date of graduation. It is only possible to issue diplomas for the Bachelor’s programme twice a year. A graduate’s diploma will be available for collection IN PERSON.
ECTS Credit System

The European Credit Transfer System was created in the 1990s to facilitate movement among institutions of higher education in Europe. ECTS credits are calibrated to 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 institution, that is, lectures, practical work, seminars, private study and examinations or other assessment activities. In ECTS 60 credits represent one year of study. ECTS credits are allocated to courses and are awarded to students who successfully complete those courses by passing the examinations or other assessments. At Vesalius College’s BA programme a year’s work involves ten courses, each of which counts for 6 ECTS credits.

The GPA

The grade point average (GPA) is a summary measure of a student’s academic performance. Calculating the GPA is straightforward. Letter grades are first translated into numerical equivalents according to the following scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Numerical Equivalent</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.0</td>
</tr>
<tr>
<td>A-</td>
<td>3.7</td>
</tr>
<tr>
<td>B+</td>
<td>3.3</td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
</tr>
<tr>
<td>B-</td>
<td>2.7</td>
</tr>
<tr>
<td>C+</td>
<td>2.3</td>
</tr>
<tr>
<td>C</td>
<td>2.0</td>
</tr>
<tr>
<td>C-</td>
<td>1.7</td>
</tr>
<tr>
<td>D+</td>
<td>1.3</td>
</tr>
<tr>
<td>D</td>
<td>1.0</td>
</tr>
<tr>
<td>F</td>
<td>0.0</td>
</tr>
</tbody>
</table>

The numerical equivalents are multiplied by the number of credits for each course and this total is divided by the total number of credits. To take an example, suppose that a student’s grades for a semester were A- (for a 7.5 ECTS credits course), C+ (for a 6 ECTS credits course), B- (for a 7.5 ECTS credits course), and C (for a 7.5 ECTS credits course). The semester grade point average would be calculated as (3.7 x 7.5) + (2.3 x 6) + (2.7 x 7.5) + (2.0 x 7.5) / total credits of the courses) = 76.8 / 28.5 = 2.69. There are several different grade point averages:

- Semester GPA: based on the grades for one semester
- Cumulative GPA: based on the grades for all courses taken to date
- Major GPA: based on the grades only for courses in the major field

Academic Core Requirements

The Academic Core develops skills and attitudes essential to the College’s distinctive programme of undergraduate education. They include:

- Two courses in academic writing and critical thinking (HUM 101P, HUM 201P)
- One course in statistics (STA 101P) (not for International & European Law students)

The courses in academic writing and critical thinking teach skills that are crucial for later work in the student’s major field. Inter-disciplinary readings, research and discussion broaden and enhance the student’s experience and understanding outside the chosen field of study. Students may not take courses at the 300-level until they have successfully completed all requirements for HUM 201P.
The course in statistics teaches important skills in the interpretation of quantitative information. The emphasis of the course is on analytical reasoning and empirical inquiry.

**Free electives**

Free electives are entirely at the student’s choice. They may be used to explore fields of study outside the major, to deepen work in the major field, or to develop language or other skills. Students can take 5 free electives (30 ECTS credits).

**Major Requirements and Major Electives**

In addition to the academic core and free electives (see below), students study one field of knowledge in depth. This is their major, in which they will take 20 courses for a total of 120 ECTS credits. The majors available at the College are business, communications, international affairs, and international and European law. All four majors are designed to prepare students for continued study at the Master’s level.

Each major has a number of courses that are required of all students in the major. These major requirements provide the basic knowledge and skills needed to do further work in the subject. They may also involve work in supporting disciplines.

Each major also offers the student room for choice. Major electives can be used to sample a variety of topics and to develop areas of personal and eventual professional interest.

The basic schema for each major may be subject to further specification and/or minor modifications as the new programmes and courses are implemented.

**Business**

Students majoring in Business at Vesalius College learn how businesses are organised and managed, how they generate value and how they operate in the larger economic, social, legal and political context. In addition, the programme nurtures essential skills including working in teams, collecting and analysing quantitative information, writing and speaking effectively, as well as using information technology confidently. The Business major is organised so that students are first given a fundamental background in the core elements of business including: economics, accounting and finance, operations and marketing.

The learning objectives of the programme are:

1) **Acquire knowledge and understanding of:**
   - Business and its functional fields (management and organization, human resources, accounting, finance, operations, and marketing)
   - Firms and markets
   - The external environment
   - The international dimension of business
   - Entrepreneurship and innovation
   - Quantitative and qualitative research
   - General education
2) **Apply knowledge and understanding:**
- Get acquainted with the academic literature and be able to locate pertinent and relevant information on a specific topic
- Identify, analyze and solve a problem
- Input data, generate and interpret results, and identify additional need for research
- Apply the knowledge on the job

3) **Judgement:**
- Being able to critically evaluate existing research, question the status quo, and provide alternative solution possibilities
- Process and analyze data, using the appropriate tools
- Recognize the international dimension of business
- Assess how business decisions affect people and the internal and external environment
- Assess whether business decisions are ethical

4) **Communication:**
- Write an analysis on a current issue in: business, economics, other field
- Present and defend an issue orally
- Participate in debates with peers
- Present the results of an analysis to non-specialists

5) **Attitudes:**
- Work independently
- Work with others, take on responsibility and show leadership
- Work in team with people from diverse cultures and backgrounds, to include the ability to work in virtual teams due to different locations of team members
- Be curious, inquisitive
- Develop an attitude of life-long learning
- Acquire understanding of diversity
- Be ethical, professional and self-critical
- Develop to become a well-rounded, critical citizen

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**Academic Core (7.5 ECTS credits each)**  
30 ECTS credits

Composition for Academic Communication (HUM 101P)  
Writing and Critical Inquiry (HUM 201P)  
Quantitative Methods (STA 101P)  
A course determined by Business Department

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**Free Electives**  
30 ECTS credits

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**Major Requirements**  
90 ECTS credits

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**Principles (7.5 ECTS credits each)**

- Business (BUS 101P)
- Accounting (BUS 141P)
- Economics (ECN 101P)
- Business Law (LAW 111P)
**Intermediate Courses (6 ECTS credits each)**

- Human Resources Management (BUS 211G)
- Corporate Finance (BUS 221G)
- Marketing (BUS 231G)
- Intermediate Macroeconomics (ECN 201G)
- Methods: Mathematics for Business and Economics (MTH 201G)

**Advanced Courses (6 ECTS credits each)**

- Operations Management (BUS 311G)
- Financial Markets and Investments (BUS 321G)
- Business Information Systems (BUS 351G)
- Intermediate Microeconomics (ECN 311G)
- Intermediate Statistics (STA 301G)

**Major Electives (6 ECTS credits each)**

30 ECTS credits

Students should take 5 major electives, of which one capstone course. Major electives are 200- or 300-level BUS or ECN courses that are not taken as a major requirement. Any of the 200- or 300-level BUS or ECN courses not listed as major requirements may be taken as major electives, including courses from the summer program. Should students wish, a maximum of 2 major electives may be taken from the following options in other disciplines:

**Communication:**
- Intercultural Communication (CMM 201G)
- Corporate Communication and Public Relations (CMM 242G)
- Marketing Communication & Advertising (CMM 341G)

**Law:**
- Current Challenges in International Law (LAW 301G)
- Environmental Law (LAW 302G)

**Politics:**
- European Union Politics (POL 231G)
- Policies in the European Union (POL 333G)

Honour’s Essay (HON 393G)
Internship (INT 381G)

Other courses, including summer courses, may be counted as a major elective only with the written approval of the Business Department.

Students may compose their major electives towards a minor. For students taking a minor, please consult the section on minors (page 25).

**Communication**

The objective of the Communication Studies programme is to produce competent and ethical communicators who can demonstrate a proficiency in research and theory of the discipline of Communication Science.
Throughout the programme students develop a conceptual understanding of communication and its social, economic, political and cultural dimensions. They learn the function and organisation of political institutions and business industries as well as the social responsibilities of professional communicators. In addition to a conceptual approach, students are trained in essential practical skills including researching, evaluating, organising, writing, editing and presenting information for a variety of audiences.

Furthermore, as Brussels is one of the largest global communications centres and home not only to the world’s largest press corps, the European Union and NATO but also to a multitude of political organisations and international businesses, students studying Communication at Vesalius College have many valuable learning opportunities which are not available elsewhere. They can take internships at one of many organisations to support their specific professional ambitions in addition to developing contacts and a professional network that will be invaluable as they advance with their career. During their studies, students may also choose from four available concentrations.

Finally, students are also prepared for continued study at the graduate level in various communication fields including journalism, human communication, mass communication, business communication, political communication, intercultural communication, film studies, European communications studies, media studies and cultural studies.

The ‘vision’ of the Programme is translated into the list of the 12 Broad Intended Learning Outcomes hereunder:

1. To acquire knowledge of Communication Studies as a science and understand and compare the academic literature of different fields of Communication studies (human, mass, organisational, intercultural, political and business communication, journalism studies, strategic communication, and media production, research and development).

2. To promote the understanding and critical reflection of occupational, regulatory, ethical, technological, political, economic, and cultural factors in communication and different media industries, and be able to assess their impact.

3. To know and be able to apply the main social science research methods in the design and execution of communication projects, independently or in a team.

4. To gain insight into the functioning and be able to critically analyse data and communication processes of media companies, as well as governments, business firms and other organisations and assist problem solving.

5. To be highly skilled in oral and written communication and be able to successfully address diverse audiences.

6. To understand the ethical aspects of the work and the social responsibilities of professional communicators in different contexts such as interpersonal, small group and organisational communication, journalism, new media, public relations and marketing, in a comparative intercultural perspective.
7. To learn the principles of economics and management of the communication industry.

8. To understand the international aspects of the communication industry.

9. To be able to analyse the media governance structures of different media landscapes and triangulate the legal, market and civil society aspects of communication policies.

10. To get acquainted with topics that impact and go beyond the Communication industry, such as terrorism, environmental issues, emerging economies, etc. and be able to use perspectives from other social sciences.

11. To be able to work efficiently in multinational environments.

12. To be prepared to pursue a Master’s degree in all the different fields of Communication Studies (get stimulated to lifelong learning) and/or attain a high-level occupation in a relevant field.

**Academic Core (7.5 ECTS credits each)**

- Composition for Academic Communication (HUM 101P)
- Writing and Critical Inquiry (HUM 201P)
- Mass Communication (CMM 102P)
- Quantitative Methods (STA 101P)

**Free Electives**

**Major Requirements**

**Principles (7.5 ECTS credits each)**

- Business (BUS 101P)
- Human Communication (CMM 101P)
- Economics (ECN 101P)
- Politics (POL 101P)

**Intermediate Courses (6 ECTS credits each)**

- Intercultural Communication (CMM 201G)
- Organizational Communication (CMM 241G)
- Political Communication (CMM 251G)
- European Union Politics (POL 231G)
- Intermediate Research Methods (POL 271G)

**Advanced Courses (6 ECTS credits each)**

- Communication Theories (CMM 301G)
- International Communication (CMM 322G)
- Marketing Communication and Advertising (CMM 341G)
- European Communication Policies (CMM 351G)
- Methods: Rhetoric (CMM 371G)
**Major Electives**

30 ECTS credits

CMM 391G and any of the 200- or 300- level CMM courses not listed as major requirements may be taken as major electives. Should students wish, major electives may be taken from the following:

- Ethics for Economics and Business (ECN 312G)
- Honour’s essay (HON 393G)
- Internship (INT 381G)

Other courses, including summer courses, may be counted as a major elective only with the written approval of the Communication Department.

Students may compose their major electives towards a minor. For students taking a minor, please consult the section on minors (page 25).

**International Affairs**

Students majoring in International Affairs at Vesalius College acquire broad-ranging tools and in-depth capabilities for assessing the most pressing issues in national and global politics. Students learn about the core global processes, norms, dynamics, systemic changes and the impact of major power relations and International Organizations that influence and shape contemporary International Affairs. Combining a strong emphasis on Brussels-based politics (including policy-oriented analysis of the European Union and NATO) with a comprehensive curriculum that allows students to explore the most important themes in global politics, the programme equips students with the essential skills and knowledge for a career in international affairs.

The curriculum is structured so that students in their first year acquire core skills for analyzing quantitative data, for critical thinking, for writing and presenting confidently and effectively and for successful team-work as well as principal knowledge in politics, economics, history and international law. In their second and third year, students deepen their knowledge in the fields of European Union politics, International Organizations, Global Governance, International History, International Law and international economic processes. Students may select an area of concentration (Minors), such as European Peace & Security Studies, European Union Studies, Global Governance, History and History of Ideas.

The learning objectives of the International Affairs programme are the following:

1) The bachelor has a profound knowledge of the main actors and the main processes in European and global international affairs and is able to apply this knowledge in the current international affairs.

2) The bachelor has a demonstrable insight in the theoretical and historical frameworks in the academic literature on international affairs. He is able to apply these frameworks in order to understand and interpret the current processes and dynamics in international affairs.
3) The bachelor has insight into the broad societal context and is able to take this societal context into account in the analysis and interpretation of current problems in international affairs.

4) The bachelor knows and is able to apply common qualitative and quantitative research methods and is able to apply these in the field of international affairs.

5) The bachelor has an open and academic attitude, characterized by accuracy, critical reflection and academic curiosity.

6) The bachelor is able to apply a multi-disciplinary perspective in his analysis of international affairs.

7) The bachelor is able to work in a multi-cultural team.

8) The bachelor recognizes the importance of life-long learning.

9) The bachelor is able to communicate clearly, fluently and accurately; as well in a written report as in an oral presentation.

10) The bachelor is able to include ethical judgments in his analysis of current problems in international affairs and assesses the impact of these ethical judgments on the solutions proposed for current international affairs.

### Academic Requirements

#### Academic Core (7.5 ECTS each)  
**30 ECTS credits**
- Composition for Academic Communication (HUM 101P)
- Writing and Critical Inquiry (HUM 201P)
- Quantitative Methods (STA 101P)
- A course determined by International Affairs Department

#### Free Electives  
**30 ECTS credits**

#### Major Requirements  
**90 ECTS credits**

##### Principles (7.5 ECTS credits each)
- Economics (ECN 101P)
- History (HIS 101P)
- Introduction to International and European Law (LAW 101P)
- Politics (POL 101P)

##### Intermediate Courses (6 ECTS credits each)
- Macroeconomic Policy (ECN 203G)
- History: Methods and Problems (HIS 271G)
- Theories of International Relations (POL 212G)
- European Union Politics (POL 231G)
- Intermediate Research Methods (POL 271G)
Advanced Courses (6 ECTS credits each)
- International Political Economy (ECN 321G)
- Evolution of the International System 1914-1989 (HIS 301G)
- Current Challenges in International Law (LAW 301G)
- Contemporary Political Debates (POL 301G)
- International Affairs Research Methods (POL 371G)

Major Electives (6 ECTS credits each)

Students should take 5 major electives, one of which is the capstone course. Major electives are 200- or 300-level POL or HIS courses that are not taken as a major requirement. Other courses, including summer courses, may be counted as a major elective only with the written approval of the International Affairs Department.

Any of the 200- or 300- level POL, HIS or LAW courses not listed as major requirements may be taken as major electives. Should students wish, major electives may be taken from the following:

Communication:
- Corporate Communication and Public Relations (CMM 242G)
- European Identities in Cross-Cultural Perspectives (CMM 302G)
- Marketing Communication & Advertising (CMM 341G)

Honour’s Essay (HON 393G)
Internship (INT 381G)

Students may compose their major electives towards a minor. For students taking a minor, please consult the section on minors (page 25).

International & European Law

Unique in Belgium, the B.A. in International and European Law provides the knowledge, skills and foundation needed for an international career related to law. It is ideal for students who are interested in learning more about international and European legal issues. This programme offers a hands-on introduction to legal concepts and theories while focusing on the primary sources of international and European law.

Embedded in both an academic and research-oriented context, the curriculum enables students to develop an understanding of legal systems around the world and how they interact, as well as the international system, the European integration process, and European and international law-making. Students will acquire practical skills through reading and analysing recent legal materials, cases and reporting documents. Students will also learn to write legal texts, deliver oral presentations, debate and interact in group sessions.

Finally, the Law Programme prepares students with the necessary skills and knowledge for legal and policy oriented professions in international and European organizations such as think-tanks, NGOs, governmental institutions, public affairs & lobbying, as well as the private sector. Successful completion of this degree will...
also prepare students for advanced studies at the masters level in areas such as Competition Law, Human Rights, Intellectual Property Law, Environmental Law, European Law, International Business Law, etc.

The Law programme is based on the following four learning objectives:

1) General Knowledge
   - Acquire general knowledge of the substantive rules and principles of law, with a focus on both international and European law
   - Obtain an understanding of both the academic and practical aspects of the law while injecting multidisciplinary talent into the legal profession
   - Gain exposure to a wide spectrum of disciplinary approaches to legal study

2) Cognition
   - Acquire knowledge of terminology and concepts of international and European law
   - Gain an understanding of the international system and the European integration process
   - Develop a working knowledge of international law-making
   - Become familiar with the European institutions and the decision-making processes

3) Skills
   - Independently analyse the interplay between international and European Law in light of the historical, political and economic dimensions
   - Transpose the analysis of rules and events into independent research projects through use of appropriate research methods and tools
   - Communicate effectively the acquired knowledge and outcome of research projects
   - Develop an ability for group work and intercultural communication

4) Attitude
   - Stimulate critical attitudes with a sensitivity to the importance of legal and ethical considerations
   - Confront dominant, popular opinions with constructive criticism
   - Develop a reasoned, balanced and objective approach toward international and European law and regional sensitivities

Academic Core (7.5 ECTS credits each) 22.5 ECTS credits
Composition for Academic Communication (HUM 101P)
Writing and Critical Inquiry (HUM 201P)
Human Communication (CMM 101P)

Free Electives 30 ECTS credits

Major Requirements 97.5 ECTS credits

Principles (7,5 ECTS credits each)
Economics (ECN 101P)
Introduction to International and European Law (LAW 101P)
Introduction to Legal Principles and Theories (LAW 102P)
Business Law (LAW 111P)
Politics (POL 101P)
Intermediate Courses (6 ECTS credits each)
Criminal Law (LAW 203G)
Advanced Business Law (LAW 211G)
EU Constitutional Law (LAW 222G)
Comparative Constitutional Law (LAW 231G)
Methods: Legal Analysis, Research and Writing (LAW 271G)
European Union Politics (POL 231G)

Advanced Courses (6 ECTS credits each)
Rhetoric (CMM 371G)
Human Rights (LAW 303G)
Law of the EU Internal Market (LAW 322G)
Contemporary Political Debates (POL 301G)

Major Electives (6 ECTS credits each)  30 ECTS credits

Students should take 5 major electives, of which one capstone course. Major electives are 200- or 300-level LAW courses that are not taken as a major requirement. Any of the 200- or 300-level LAW courses not listed as major requirements may be taken as major electives. Should students wish, major electives may also be taken from the following:

Business:
- Social Marketing (BUS 233G)

Politics:
- EU’s Common Foreign and Security Policy (POL 221G)
- The EU’s Approach to Democritisation and Human Rights (POL 233G)
- International Organizations and Global Governance (POL 243G)

Honour’s Essay (HON 393G)
Internship (INT 381G)

Other courses, including summer courses, may be counted as a major elective only with the written approval of the Communications Department.

Students may compose their major electives towards a minor. For students taking a minor, please consult the section on minors below.

Minors

Students also have the possibility to choose a Minor. The programmes of all the majors include a number of minors, programmes that offer a number of courses specialising in a particular field of the same or a related discipline. Minors are specializations consisting of major electives and free electives. In cases where a minor consists of major requirements, students of that specific major may not choose that minor (see indications below).
To successfully complete a minor, students are required to pass at least four courses within their chosen minor, i.e. at least 24 ECTS credits. Students have the possibility to choose a minor from all the majors, regardless of their own major. Students are not required to do a minor, but those choosing to do so should declare their minor by the end of the first semester of the second year (SY2) at the latest.

The following minors are available:

**Minor in Art Studies**
- Art in Belgium (ART 101G)
- Introduction to Design (ART 102G)
- History of Western Music (ART 103G)
- Management of Art and Culture (BUS 214G)
- Intermediate French: Literature and Theater (LFR 202G)
- Film: History, Theories, Narration and Scriptwriting (CMM 261G)
- Art in Europe (ART 301G)
- Advanced French Literature (LFR302G)

**Minor in Economics**
- Microeconomics (ECN 311G)
- The European Economy (ECN 202G)
- International Political Economy (ECN 321G)
- History of Economic Thought (ECN 231G)
- The International Banking System (ECN 241G)
- International Trade (ECN 302G)
- Macroeconomics (ECN 201G)

**Minor in Marketing and Advertising**
- Marketing (BUS 231G)
- Social Marketing (BUS 233G)
- Sociology and Psychology of Marketing (BUS 234G)
- Business Writing and Social Networking Applications (CMM 243G)
- Corporate Communications and Public Relations (CMM 242G)
- Marketing Communication and Advertising (CMM 341G)
- Capstone: International Marketing (BUS 392G)

**Minor in Psychology**
- Introduction to Psychology (PSY 101G)
- Business Psychology (PSY 201G)
- Organisational Leadership (BUS 215G)
- Sociology and Psychology of Marketing (BUS 234G)
- Mass Psychology (PSY 301G)

**Minor in Strategic Management**
- Corporate Governance (BUS 212G)
- Corporate Strategy (BUS 216G)
- Business Executives Seminar (BUS 394G)
- Capstone: Entrepreneurship (BUS 391G)
Minor in Banking and Finance
The International Banking System (ECN 241G)
Financial Mathematics (BUS 223G)
Mergers, Acquisitions and Related Transactions (BUS 312G)
International Finance (BUS 325G)

Minor in Sustainable Development and Technological Innovation
Sustainable Development (BUS 261G)
Industrial Processes, Technology and Innovation (SCI 101G)
Management of Innovation and Technical Change (BUS 213G)
Business and Media Ethics (BUS 361G)
Environmental Law (LAW 302G)

Minor in European Peace and Security Studies (EPSS)
European Peace and Security Studies (POL 121G)
The EU’s Common Foreign and Security Policy (POL 221G)
Understanding Contemporary Conflicts in Europe (POL 222G)
NATO and Transatlantic Approaches to Security (POL 321G)
The EU and Military Approaches to Security (POL 322G)

Minor in European Union Studies
Political Institutions of European Countries (POL 232G)
The EU’s Approach to Democratisation and Human Rights (POL 233G)
European Identities in Cross-Cultural Perspectives (CMM 302G)
European and Global Governance of Migration (POL 332G)
Policies in the EU (POL 333G)

Minor in Global Governance
The Government and Politics of Global Powers (POL 241G)
Diplomacy and International Negotiations (POL 242G)
International Organisations and Global Governance (POL 243G)
The United Nations and Global Governance (POL 341G)
International Affairs Capstone (POL 391G)

Minor in History (not for IA students)
History: Methods and Problems (HIS 271G)
Evolution of the International System 1815-1914 (HIS 201G)
Evolution of the International System 1914-1989 (HIS 301G)
History of Transatlantic Relations (HIS 321G)
History of Genocide (HIS 311G)

Minor in History of Ideas
History of Western Philosophy (PHL 101G)
History and Philosophy of Science (PHL 201G)
History of Economic Thought (ECN 231G)
History of Political Thought (POL 302G)
**Minor in European Law**
- International and EU Law Capstone (LAW 391G)
- Competition Law (LAW 311G)
- European Organizations (LAW 221G)
- EU Law of Freedom, Security and Justice (LAW 321G)
- EU’s Common Foreign and Security Policy (POL 221G)

**Minor in International Law**
- International and EU Law Capstone (LAW 391G)
- Current Challenges in International Law (LAW 301G)
- Environmental Law (LAW 302G)
- Humanitarian Law (LAW 201G)
- International Organizations and Global Governance (POL 243G)

**Minor in International and European Business Law**
- International and EU Law Capstone (LAW 391G)
- International Commercial Arbitration (LAW 212G)
- Competition Law (LAW 311G)
- International Banking and Financial Regulations (LAW 312G)
- Intellectual Property Law (LAW 213G)
COURSE DESCRIPTIONS: Bachelor’s Programme

The courses regularly taught in the Bachelor’s programme are described in this section, though other courses may be offered on an occasional basis. Courses with a G-code are worth 6 ECTS credits, courses with a P-code 7.5 ECTS credits.

The courses are listed by subject area, which is also indicated by the first three letters of the course code. Courses are offered at three levels. Courses at the 100 level are introductory and can be taken by all students. They are often taken in the first year. Courses at the 200 and 300 levels are more advanced and often cannot be taken without first having passed an introductory course in the subject. Some of these upper-level courses may even require successful completion of a 200-level course. Any such prerequisites are indicated at the end of the course description. Exemptions from prerequisites may be granted by the Head of Department and must be notified in writing to the Head of Academic Administration.

Courses at partner institutions

The Vesalius curriculum includes courses that are offered by partner institutions, such as the Free University of Brussels (VUB), Boston University and the Royal Music Conservatory. While these courses are, in principle, also open to study abroad students, it needs to be taken into account that they do not always follow the same academic calendar as that of Vesalius College. This may require a certain degree of flexibility on the part of student with respect to their travel arrangements. The study abroad department will deal with such requests on a case-by-case basis. Information on the available courses will be distributed before the pre-registration period each semester. Students taking courses at partner institutions must follow their rules concerning schedules, examinations, and other academic matters.

Art (ART)

Art in Belgium ART 101G

Based around three case studies of art in Belgium (or the equivalent cultural area before Belgium’s independence in 1830), the course intends to function as an eye-opener towards art and culture in Belgium from the 15th to the 20th century, by using a number of analytical tools in art appreciation, art historiography, the collecting and display of art, including some business and legal aspects. The course should provide an historical and intellectual framework for the other courses given at Vesalius College and life in Brussels during the Summer Course, so that students can contextualise the rich and diversified aspects of Belgian culture, as well as its quirky ones.

Introduction to design ART 102G

When function and technologic answers are equally international, when only the price makes the difference in production, the design by its cultural approach makes the market decision. Designing a drinkable water bottle is a cultural knowledge.
The act of drinking, how objects are used is cultural. This course explores the potential of the individual diversity to enhance one's own capacity to develop a personal cultural power and teach how to communicate by discovering or creating a universal language through the objects. 5 weeks and 3 steps to experiment and produce a new design concept that creates a future market without any knowledge in design or production.

Art in Europe

A course focusing on European history and culture, which includes field trips to different European cities (Antwerp, Bruges, Tournai and Brussels for Belgium; Amsterdam for the Netherlands; Paris for France). This course studies the historical, cultural and economic aspects of each city as well as the country in which it is located. Special emphasis is placed on the history of art and architecture (All costs for the trips are to be paid by the participants as an additional fee collected at registration; see section on tuition and fees).

Business (BUS)

Introduction to Business

Introduces students to the internal organisation of firms and to the legal, economic, political and social environment in which they operate. Aims to show how accounting, finance, marketing, operations, human resources and innovation, all fields that the student will later study, contribute to realising the objectives of the firm. Students also learn how to find and analyse information about businesses.

Accounting

Introduces students to the subject of accounting with a particular focus on financial accounting. While the course centres on the ways in which financial statements and information can be used to improve the quality of decision making, students also learn the basic principles of double-entry bookkeeping. Major topics are: cash flow, financial ratios and analysis, inventory, current and non-current liabilities and equity structures. The course also looks at accounting treatment of groups of companies and the audit process.

Human Resources Management

Examines the sub-system of staff planning, recruitment and selection, training and development, position control, audit and evaluation and that constitute the human resource function of all organisations. Emphasis is placed on the role of these activities as they relate to the organisation and the organisational managers and leaders. Topics include recruitment and selection, personnel planning, testing employees, training, performance management, compensation, managing labour relations, organisation behaviour, organisational culture, ethics and fair treatment. Prerequisite: BUS 101P
Corporate Governance  BUS 212G

The course examines the theory and practice of corporate governance. We define a corporate governance system as the set of constraints on minority shareholder expropriation set by (1) internal corporate control mechanisms (such as the board), (2) external capital market monitoring and pricing, and (3) laws and regulations. Students learn how the design of the corporate governance system determines the ability of individual firms to compete. Discusses how and why governance systems differ across countries.
Prerequisite: BUS 101P

Management of Innovation and Technical Change  BUS 213G

Provides tools and ways of thinking that is related to managing and sustaining innovation as a means of creating value. Themes to be addressed include features and characteristics of technological innovation, strategy/structure/environment and innovation, effects of new technology on employees and managers, implications for occupational health and safety, the learning organisation and the culture of change, performance management and intellectual property.
Prerequisite: BUS 101P

Management of Art and Culture  BUS 214G

The pressing need for a high standard knowledge of art management forms the foundations of this course, which captures the essentials of management for culture and arts organizations both in profit and not for profit contexts. Students get acquainted with modern day strategic management issues posed to arts organizations and learn to view such issues both from a general as well as an operational perspective. Financial and marketing management provide for an in depth approach, whereby a strong theoretical framework offers firm links to present day practices and cases.

Organisational Leadership  BUS 215G

Explores the challenges to effective leadership and management that the contemporary manager faces in a rapidly changing environment. Focus is on leadership styles and motivational techniques conducive to high performance in various organisational settings with a very diverse workforce. Topics include issues in the design of organisations, the corporate/organisational culture, the design and enrichment of jobs, and communication within organisations.
Prerequisite: BUS 101P

Strategic Management  BUS 216G

This course focuses on strategy formulation, implementation and performance, and deals with the identification and analysis of external opportunities and constraints faced by a company. The course also centres on the development of internal capabilities in response to those factors. Through theory and cases studies, the main functions of the corporation are investigated:
products/services, research and development; manufacturing, logistics, marketing, finance/accounting, and human resources.  
Prerequisite: BUS 101P

Business in China

This course covers the economic and political aspects of doing business in China. China’s 1978 open door policy resulted not only in substantial economy growth but also in great chances for Western companies to participate in China’s unique economy. China’s ‘red capitalism’ is highly distinct to Western economies with its private entrepreneurship and financial liberalization on the one hand, and a Communist Party that reigns with great power on the other hand. This course will cover both the underlying theories and a number of real-world examples to discuss economic and political reality in China.  
Prerequisite: HUM 101P

Corporate Finance

This course focuses on establishing the operating and technical foundation for financial decision-making in firms. Many of the fundamental concepts and tools that will be introduced apply equally well one’s own personal financial management. Students will learn about: the structure of the firm and financial markets, the notion of time impact on money, the trade-off between risk and return, the approach to balance investments with capital funding, the impact of firm ‘s financial policy on leverage and shareholders’ return, the management of the funds needed for operations, the advantage of utilising Islamic financial tools, and the implications of corporate finance in a global context.  
Prerequisites: BUS 101P, STA 101P

Financial Mathematics

Financial Mathematics is an essential tool that enhances a manager’s ability to make effective economic decisions. This course provides solid, practical, up-to-date coverage of the mathematical techniques students must master to succeed in business today. It puts a great emphasis on the analysis of business problems. The course objective is to give students a good understanding about the mathematical concepts and techniques and teach them how to use these to solve related business problems in an effective way. The issues will be explained against the background of the fast changing global market. Students with study a variety of exercises and examples that are realistic; this will help them with personal financial matters and investments as well as in their professional careers.  
Prerequisite: BUS 141P

Marketing

Analyses the role of marketing in creating customer satisfaction. Discusses the importance of market segmentation, targeting and positioning, starting from understanding customer needs and translating these into superior perceived value, quality and service for the target market. Illustrates how to compose an effective
marketing programme and stresses the application of concepts through the use of case studies.
Prerequisite: BUS 101P

Social Marketing

Social marketing is the systematic application of marketing, along with other concepts and techniques, to achieve specific behavioural goals for a social good. Social marketing can be applied to promote merit goods, or to make a society avoid demerit goods and thus to promote society’s well being as a whole.
Prerequisite: BUS 101P

Sociology and Psychology of Marketing

Marketing is defined as the activity, set of institutions, and processes for creating, communicating, delivering, and exchanging offerings that have value for customers, clients, partners, and society at large. This course investigates all the marketing functions from a social and psychological aspect in order to better understand the customer’s behaviour.
Prerequisite: BUS 101P

Managerial Accounting

Introduces students to the vital role that management accounting plays in organisations for decision-making, planning and controlling operations. Explains how management accounting systems support the operational and strategic needs of an enterprise. Topics include budgeting, costing methods, capital investments and performance measurement.
Prerequisite: BUS 141P

Sustainable Development

This course will examine some of the theoretical and practical issues surrounding corporate responsibility (CR) and sustainable development. Topics to be covered include trends in corporate responsibility, the political economy of sustainable development and the growing significance of communications, especially corporate reporting, to the field. Students will also learn best practice in CR programmes and strategic communications for CR.

International Business

Introduces advanced students to the major fields of international business: organisation, production, finance, marketing and human resources management. Examines both the international environment and the nature of international business arrangements with a special focus on the role of multinational enterprises. The course covers European, US and Asian firms as well as both manufacturing and service industries. Both theories and case studies are studied.
Prerequisites: ECN 101P, BUS 101
Operations Management (BUS 311G)

Surveys the practice and important issues involved in production and operations management: value-driven operations management, quality function deployment, supply chain management, enterprise resource planning (ERP), materials planning and scheduling (MPS, MRP II, JIT, TOC), inventory management, quality management, group technology and cellular manufacturing and flexible manufacturing systems. Includes video presentations and guest lectures.
Prerequisite: BUS 101P

Mergers and Acquisitions (BUS 312G)

Covers the main types of mergers and acquisitions (including leveraged buy-outs; management buy-outs; friendly and hostile mergers and acquisitions), and of related transactions (including divestments; de-mergers; privatisations; alliances, partnerships and joint-ventures). These transactions are studied from all the main points of view. The topics covered include: motives; search for potential acquisitions, acquirers and partners; the role of advisers; bid tactics; legal and regulatory issues; valuation; financing; accounting and tax issues; organisational and human aspects; integration; successes and failures. Taught primarily through case studies.
Prerequisite: BUS 101P

Financial Markets and Investments (BUS 321G)

This course provides a thorough analysis of the different financial markets from a global perspective: the bond market, stock market, and foreign exchange (FOREX) market. Areas covered are valuation and time value of money, interest rates and related markets, derivatives and capital budgeting. A FOREX game will be organised and students will learn how to interpret market indicators. Through presentations, students will also learn about the global financial crisis and the effects on the eurozone.
Prerequisites: STA 101P and BUS 101P

International Finance (BUS 325G)

Examines the financing of a multinational enterprise and surveys international investing. Areas covered include currency, interest rate and negotiable securities markets. Also discusses hedging and interest rate arbitrage, foreign exchange, futures and options as well as international money, capital markets and international financing.
Prerequisites: ECN 101P, BUS 101P

Business Information Systems (BUS 351G)

Uses systems theory to describe information systems. Starting from basic concepts (such as logic gates and the representation of data in binary form), computers (including central processing units, internal and external memory, input/output buses), communications protocols, computer networks, operating systems, middleware, applications software and file formats are explained. Usage of
information systems in organisations will be discussed. On a practical level, students will learn to use spreadsheets and relational database servers.
Prerequisite: BUS 101P

Capstone Entrepreneurship
BUS 391G

Business capstone course designed to develop understanding of the entrepreneurial process and small business management and to explore the strategies that improve new venture performance. The core task is for the student to produce an actual business plan for the student’s own venture that includes information such as: the technical concepts of the product or service, a marketing plan, an outline for the first three years and a financing plan (equity/leverage). Also develops skills in written business communication and oral presentations that allow students to integrate entrepreneurship concepts and interact with business experts.
Prerequisites: BUS 101P and third-year standing in the Business major.

Capstone: International Marketing
BUS 392G

This capstone course focuses on international marketing, and how to enter and operate effectively in foreign markets. It introduces suitable ways to select international markets and discusses alternative strategies to enter those markets through comparing, contrasting and benchmarking of those foreign markets’ socio-cultural, political, economic, and legal characteristics. This capstone course will provide marketing knowledge that strike a balance between localization and globalization in product, promotion, pricing, and distribution, to meet the needs and expectations of the chosen foreign market.
Prerequisites: BUS101P and third-year standing in the Business major.

Communication (CMM)

Human Communication
CMM 101P

Allows future practitioners to study the nature and usage of language, as well as verbal and non-verbal communication. Students will be asked to present a number of oral presentations throughout the semester – from individual to large group. This introductory course studies the nature, components and purposes of human communication and familiarizes students with the basic theoretical and practical models of various communication fields; including intercultural and organisational communication.

Mass Communication
CMM 102P

Starts with an overview of the uses functions and the social impact of mass communication as well as its history and rise in modern society. Students will become familiar with the content and strategy of different types of mass media, including press, radio, television, the music industry, cinema, as well as the advertising, and the public relations industries.
Course Descriptions

Intercultural Communication        CMM 201G

Deals initially with the phenomenon of culture in a broad sense and then moves to different ways of studying culture. Highlights major theoretical issues via a series of short case studies illustrating the difficulty of studying culture, intercultural contact and identity (in all their complexity) in an academic manner. Presents several existing theoretical models to show the theoretical, methodological and practical issues involved in this typically interdisciplinary field and how the issues have been dealt with so far.

Prerequisite: CMM 101P

Journalism                        CMM 203G

Aims to give students a clear understanding of the news media function in society and to increase students’ awareness of the ethics and social role of journalism. It discusses issues of news values and selectivity, news gatekeeping and framing, and news agenda setting. It examines the changes in the media field as the world continues to become a digitally driven one. It is also designed to teach students the basic writing and information gathering skills. Lectures and practical work are combined in class sessions, and there are several writing and reporting assignments under deadline.

Organisational Communication     CMM 241G

Familiarises students with the dynamics of interpersonal communication within groups. Introduces the theory and practice (mainly though case studies) used by organisations to plan, develop, implement and evaluate a variety of communication strategies. The course allows students to propose and defend a comprehensive communication plan for a newly created company.

Corporate Communications & Public Relations CMM 242 G

Explores multiple perspectives of public relations and corporate communications. Particular attention is drawn to the science and the art of effective communication with the public, the media, shareholders and employees. Next to textbook examples, students will receive first hand information from practitioners who will share their professional experience. In the course of this class students will evaluate PR campaigns, write press articles and lead a discussion.

Political Communication          CMM 251G

Looks at the use made of the media by political actors who range from presidents to terrorists and analyses the ways in which communication strategies may be used to shape public opinion. Focuses on the roles of political reporting, advertising and public relations in politics and provides a detailed consideration of the political and philosophical implications of the changing mass communication landscape as fuelled by the impact of the new communication technologies.
Course Descriptions

Film: History, Theories, Narration and Scriptwriting CMM 261G

Develops and refines writing skills in the audio-visual field. The course expands students’ cinematic vocabulary by allowing them to become familiar with fundamental film structure and narrative forms in mainstream productions. It also allows them to gain an understanding of basic film theories and develop an appreciation for a number of seminal film movements (including Italian neo-realism, the French nouvelle vague and British social cinema, and Dogma). Analyses the constitutive elements of narration as applied to films and explains basic visual techniques. By the end of the course students will have mastered the techniques necessary to provide a professionally written screenplay, which they will pitch to a professional.

Convergence Media and Transmedia Writing CMM 263G

Aims to introduce students to how narratives and brands are increasingly conceptualized and produced across multiple media platforms as well as assess the major cultural, social and political changes that have occurred as a result of increased media convergence. It will analyze how this shift is impacting and transforming audience participation, interaction and consumption of mediatized content. The course also provides students with the opportunity to create a major transmedia storytelling project over the course of the entire semester. This in turn will allow them to become familiar with the tools needed to master the art and craft of writing for both traditional and new media outlets (from literary texts and radio dramatizations to photo-stories and web episodes) while at the same time ensuring that they create a fully interactive space with the intended audience. Students will thus have the opportunity to build up a significant portfolio of audiovisual scriptwriting samples.

Communication Theories CMM 301G

Provides a broad historical overview of the main communication theories and their historical development and links them to current debates about traditional, new media and the Internet. Students review key authors and publications in the development of communication theory and learn to situate them in their historical and socio-economic context. Students discuss books and articles in class and learn to relate them to past and current issues and theories.
Prerequisite: CMM 101P

International Communication CMM 322G

Introduces the historical context and examines different approaches to international communication from the modernisation and cultural imperialism theories to cultural studies and critical political economy perspectives. The course also examines the theories and problems related to the international function of the news media, the entertainment industry and the telecommunications sector. Students also gain a clear understanding of the creation of the global media marketplace and how international communication evolves in the Internet age. Furthermore, the course discusses the international governance structures related to media, news, telecommunications and the Internet.
Prerequisite: CMM 101P
Marketing Communication & Advertising  
CMM 341G

Surveys theoretical models of marketing communication with particular emphasis on a coherent and integrated approach to communication. Students are involved in the design and implementation of a strategic communication scheme for different publics. The increasingly global nature of marketing and advertising are considered allowing students to gain a sense of how important cultural factors are and why they need to be taken into consideration when selling a service, a product or a media production on an international scale. Guest speakers and visits to marketing departments are included.
Prerequisite: CMM 101P

European Communication Policies  
CMM 351G

Provides students with a comprehensive understanding of the media policies in Europe. It examines the changing nature of the relationship of media and European societies from the post-war period until the present. By systematically analysing several distinctive features of different media this course examines the extent to which there exist distinctly European media strategies and philosophical approaches in different countries or regions in spite of the widespread globalization, convergence, concentration and commercialization in the European communication industry. In addition, the course aims to provide students with an understanding of the media policies in particular are shaped at the level of the European Union. The way in which media-related civil society organisations influence EU policy formation and the nature of the issues involved will be studied, as will the roles the European Commission and the European Parliament.
Prerequisite: CMM 101P

Rhetoric  
CMM 371G

Introduces the history and study of persuasion and rhetorical theories from classical Greece to the present. Uses these theories to analyse persuasive messages of all types (public speeches, dialogues, television debates, theological arguments, articles, etc.). Analyses and assesses the implications of these persuasive messages, be they expressed in a democratic or dictatorial context, for society. Through role-plays and mock trials, students hone their persuasive and argumentation skills.
Prerequisite: CMM 101P

Communication Studies Capstone  
CMM 391G

The course requires students to integrate knowledge and exercise the skills acquired throughout their work in their majors, and provides students with an opportunity to work on an extended project. By calling for sophisticated understanding of theoretical issues as well as an appreciation of ways to construct empirical research solutions, it also prepares students for independent research at graduate level.
Prerequisite: CMM 101P and CMM 102P and POL 271G
Economics (ECN)

Economics

Illustrates the way in which economists view the world by the development of some basic tools of micro- and macroeconomic analysis and by their application in understanding the behaviour of households, firms and government. Problems include: trade and specialisation; the operation of markets; industrial structure and economic welfare; the determination of aggregate output and the price level; and fiscal and monetary policy; and foreign exchange rates.

Intermediate Macroeconomics

This intermediate-level course examines the determination of income, employment, the price level, interest rates and exchange rates in the economy. Piece-by-piece, we construct a model that describes how each of these variables is determined in the long- and short-run. We investigate issues of long-run growth, business cycles, international trade, and monetary and fiscal policy. We pay special attention to current developments, with an international and European perspective throughout.

Prerequisite: ECN 101P

The European Economy

Examines in detail the current structure of the European economy - the what, who, how and why of production, distribution and consumption. Discusses, for example, differences among countries in economic organisation, in financial institutions and labour relations, as well as the role and influence of the European Union as against that of nation states. Assesses recent economic performance across Europe and attends throughout to the ways in which the European economy is similar to or different from economies in other parts of the world.

Prerequisite: ECN 101P

Macroeconomic Policy

This course studies the macroeconomy from a policy perspective. In particular, we investigate the effects of fiscal and monetary policy in the short run, the medium run and the long run. The course starts with the derivation of the IS/LM-model, which studies the behaviour of the goods and financial markets in the short run. For the medium run, we introduce the labour market, in order to derive the AS/AD-model and to study the relationship between unemployment and inflation. After a survey of the current economic crisis, we investigate the role of expectations in the economy. Finally, we look at economic policy in an open economy.

Prerequisite: ECN101P

History of Economic Thought

Mainstream economic textbooks tend to represent the field as a collection of universal laws and insights. However, economics emerged through a long
historical process in which authors, in a dialogue with the works of their predecessors, tried to provide answers for pressing problems of society. The course investigates this historical process, and devotes attention to the historical context as well as the analytical contents of the theories. The study of the history of economic thought contributes to a critical understanding of economics and reinforces the insights in contemporary economics through an understanding of the underlying historical process of development. On the one hand the course provides broad overviews, but on the other hand special attention is devoted to the economic thought of several important economists: Smith, Malthus, Ricardo, Marx, Jevons, Walras, Menger, Böhm-Bawerk, Marshall, and Keynes. At the end of the course some attention will be devoted to the development of micro and macroeconomics after World War II.

Prerequisite: ECN 101P

The International Banking System ECN 241G

This course provides an overview of the international banking system, including such topics as: the role of the banks in the financial system; regulatory and policy aspects; services offered by banks; analysis of bank performance; macroeconomic perspectives in banking; and comparison of the banking structures and environments in Europe, the U.S.A., Latin America, Japan, and developing nations.

Prerequisite: ECN 101P, BUS 141P

International Trade ECN 302G

This course analyses the interdependence that arises from international trade in goods and services. We cover the following topics: the gains from trade, the pattern of trade, the impact of protection, international factor movements, and trade policy. We pay special attention to the European Union and its relationship to other regional trading blocs.

Prerequisite: ECN 101P

Intermediate Microeconomics ECN 311G

Provides a rigorous intermediate-level treatment of microeconomic theory with applications to business and public policy. Topics include the mathematical foundations of economic theory; the theory of individual economic behaviour; the theory of the firm and economic organisation; perfect competition, general equilibrium, and economics of information; corporate behaviour and strategy under imperfect competition; capital theory; labour markets; welfare economics and public choice.

Prerequisites: ECN 101P, MTH 201G

Ethics for Economics and Business ECN 312G

This course investigates ethical theory and its application to economics and business. We discuss utilitarianism (consequentialism), Kantian ethics, social contract theory, intuitionism, virtue ethics and feminist ethics. Topics discussed in business ethics include corporate social responsibility,
stakeholder management, environmental ethics and human rights. The course also discusses topics in welfare economics, such as Pareto optimality, consumer and producer surplus and the capabilities approach. Students have to provide presentations and produce a research paper about a relevant topic of their own choosing. Prerequisites: ECN101P, BUS101P

International Political Economy

ECN 321G

Studies the interactions among political, economic, and social institutions and processes and how they affect international relations. Describes approaches to international political economy: mercantilist, neoliberal, radical, and contemporary. Analyzes structures of trade, finance, security, and knowledge. Compares change, transition, and development in different regions. Analyzes global problems, including energy, migration, and environment. Prerequisite: ECN101E or POL101P

History (HIS)

Evolution of the International System, 1815-1914

HIS 201G

Designed to introduce students of International Affairs to the practice of diplomacy and the evolution of the International System from the Congress of Vienna to the eve of World War I. Though historical in approach, lectures focus on how the diplomatic system functioned, how policy was formulated and what role certain concepts and theories (balance of power, Concert of Europe, collective security, war as an instrument of policy, etc.) played during this period. Pays special attention to helping students build up an international relations vocabulary. Assumes a basic knowledge of European history in the 19th century. Prerequisite: HIS 101P

History: Methods and Problems

HIS 271G

Explores the theory, practice and application of history by investigating various classical issues of historiography and extending the student’s techniques of historical analysis and research. Includes an inquiry into the nature of the discipline, basic historical theory, the notion of historical truth, the nature of evidence, the auxiliary sciences, comprehensive research techniques, writing and organisation, classical and modern research trends and the so-called “new” histories. Prerequisite: HIS 101P


HIS 301G

Introduces students to the major events and patterns of 20th century history from the outbreak of the First World War to the fall of the Berlin Wall and the end of the division of Europe so as to understand the defining trends and tensions in the international system today. Focuses on key questions such as: Why did the international system break down so catastrophically in 1914 and could this happen again? Is ideology or nationalism the principal legacy of the 20th century? What do the experiments in international governance exemplified
in the League of Nations and the early years of the United Nations tell us about the possibilities for a system of global governance in the 21st century? What caused the Cold War and which security concepts used in handling the US-Soviet relationship during the Cold War could still be useful today in dealing with regional disputes and relationships between the West and the emerging new global powers? The course will help students to better understand the art and practice of diplomacy, the changing nature of military conflict, and the role of ideas and ideologies in promoting either conflict or peace. 

Prerequisites: HIS 101P

History of Genocide

This course introduces students to the historical study of genocides and mass atrocities from antiquity to contemporary times. Students will study the meaning, occurrence, causes and consequences of genocides throughout history and will gain a nuanced understanding of underlying common causes and the specificities of each case study. Even though the course covers case studies in Europe, North and South America, Africa and Australia throughout history, particular emphasis is placed on the European dimension of the history of genocide.

History of Transatlantic Relations

This course assesses the history of Transatlantic relations between the United States and core European powers. Students will acquire in-depth knowledge on major political, social and cultural developments from the French Revolution to the end of the Cold War. The final part of the course will allow students to gain a nuanced understanding of recurring periods of cooperation and rivalry among the major powers on both sides of the Atlantic throughout the last 200 years.

Honours Essay (HON)

The Honours Essay is a research paper of 10,000-12,000 words (including footnotes, but excluding bibliography) that may be undertaken by qualified students, with the assistance of an essay adviser, in semester 5 or 6 of the Bachelor’s degree programme. The Honours Essay counts as a 300-level course and is worth 6 ECTS credits. An Honours Essay in the field of the major counts towards the Major Electives of the majors.

In order to qualify for the Honours Essay, a student must at the start of the semester during which it is to be written, have earned at least 120 ECTS credits, have successfully completed HUM 201G, and have a cumulative grade point average of at least 3.0.

During the semester preceding that in which the Honours Essay is written, a student who is likely to qualify should ask a faculty member to serve as
an adviser for the Honours Essay and submit to the adviser a research proposal
of approximately 300 words. If the adviser approves the proposal, then
the student may register for the Honours Essay, conditional on meeting the
requirements specified above.

During the semester, the student should meet regularly with the essay adviser
to discuss the progress of the research. The essay must be submitted in triplicate
by the end of the last week of teaching and will be assessed by the adviser
and by an additional reader appointed by the head of the relevant
curriculum committee.

Students interested in doing an Honours Essay should ask the administration
for a document laying out in greater detail the procedures for applying and
submitting the essay and the criteria for its assessment. They are advised to
obtain this document early in the semester preceding the one in which
the honours essay is to be done.

_Humanities (HUM)_

**Composition for Academic Communication**

In this course, students will improve their language skills, moving from the
colloquial and conversational, to the professional and academic level. Students
will transfer language strategies such as listening, reading, note-taking, speaking
in class, asserting themselves in small groups, and writing, from their native
languages into English. Additionally, students will learn the conventions of
academic writing, from the initial considerations of purpose and audience,
through thesis, summary and a variety of writing strategies (anecdotes and
examples, narration, description, comparison and contrast) through to the
finished product: the undergraduate thesis-based, synthesis essay. Expectations
concerning academic honesty and the avoidance of plagiarism will also be
reinforced. In keeping with the Liberal Arts philosophy of the College, the
readings for the course will be drawn from sociology, philosophy, history, politics,
science, economics, language, and literature.

**Writing and Critical Inquiry**

In this course, students will learn to critically analyze the diction, structure,
audience and methods of argumentation in a wide variety of texts and then judge
the success or failure of these texts. Other topics include the history of the
book, the discernment between fact and opinion and for the motivations of
authors, and recognition and avoidance of logical fallacies. The student is
expected to apply these persuasive devices and methods to his/her own
writing and to evaluate critically his/her work and the work of other students
in the class. Two new writing strategies will be introduced: the extended
definition and reasoning from cause and effect. Additionally, the students
will be asked to engage in graded, oral debates.
Internship (INT)

Internship INT 381G

Working in a sponsoring firm or organisation, students undertake a 150-hour, semester-long project on a theme or topic related to their major. Requires students to work on-site at least 10 hours per week, keep a daily activity log and write a project report. Prerequisites: Students in second semester of second year or first semester of third year, good academic standing and approval by the Internship Committee.

Law (LAW)

Introduction to International and European Law LAW 101P

This course explains the basic rules of (1) international law: legal sources, treaties, rights and duties of states, international organisations, status of the individual, the global commons, diplomatic and consular law; (2) European law: the two basic treaties governing the European Union, the EU institutions, the internal market, agricultural and regional policy, external relations, judicial cooperation and the rights of citizens and third country nationals.

Introduction to Legal Principles and Theories LAW 102P

The course covers the basic legal concepts, issues and themes that are common to the world’s major legal systems. Students will become familiar with the legal principles and theories that they will encounter throughout the entire Law programme at Vesalius. Topics include legal history, nature and components of law, relationship between morality and law, natural law and legal positivism, hierarchy of legal sources, role of legislators and courts, the process of legal analysis (including judicial opinions, facts, legal issues, applicable law and the judgment), contracts law, torts law, criminal law, public/private law, jurisprudence, substantive and procedural issues, and conflicts of law.

Business Law LAW 111P

This course introduces the legal context in which business is conducted in civil and common law jurisdictions. After examining the sources and components of law, students will consider the law of contracts, torts, international trade, intellectual property rights, agency and distributorship, conflicts of law and competent courts, law of corporations, bankruptcy and receivership. In focusing on emerging trends in Business Law and related contemporary legal debates, students will gain a sensitivity to the importance of ethical considerations in legal business decision making: business decision makers need to consider not just whether a decision is “legal,” but also whether it is “ethical.”

Humanitarian Law LAW 201G

The course explains the major principles concerning the Law of The Hague (legal means and methods of warfare) and the Law of Geneva concerning protection
of sick, wounded, prisoners of war, and civilians. In addition, the course explains the complex network of treaties, and the role of the UN Security Council in upholding and enforcing respect for international humanitarian law. The course explains also a range of treaties which complement the four Geneva conventions, for example regarding the prohibition of certain weapons, or the protection of cultural property during war.

Criminal Law

This course highlights the differences between civil law and criminal law through the historical development of criminal law. Basic concepts are addressed such as the acts classified as crimes, the distinction between more serious offenses (felonies) and less serious offences (misdemeanors), punishments (including incarceration and fines), the difference between the prosecuting office and the tribunal/court, the investigation process, the role of law enforcement agencies. Penal codes of several countries will be used to illustrate the general theory of criminal law.

Advanced Business Law

Building on the concepts learned in Business Law, this course further examines the sources and components of law as well as the question of conflicts of law, competency of courts and various legal regimes governing international business transactions and operations. Students will further explore the laws of finance, sales, employment, corporations and other business associations, mergers and acquisitions, debtor-creditor relations, secured transactions, bankruptcy and receivership.

Prerequisite: LAW 111P

International Commercial Arbitration

This course covers the basics of the law and practice governing international commercial arbitration, mediation and alternate dispute resolution. It provides students with both the theoretical and practical aspects of commercial arbitration, including topics such as the enforcement of arbitration agreements, review of the major international arbitral institutions and their rules of procedure. In studying the relationship between international arbitration and national court systems, students will review court decisions on arbitration, perform research on arbitration at the global level and draft arbitration agreements.

Intellectual Property Law

This course provides an introduction to the four primary types of intellectual property protection: patent, copyright, trademark, and trade secret. Students will gain a basic understanding of the various grounds for and limitations of such protections by exploring the policies and legal principles which support international and European protection of intellectual property rights, designs, protection of trade secrets as well as the sources of those rights. Special topics will include acquisition of rights, registration, infringement, remedies and international aspects of these laws. The course also examines the function of international intellectual property organizations and recent developments in the EU.
European Organisations LAW 221G

The European Union has become the most influential organisation in Europe, with a membership of 27 European states. However, 21 independent European intergovernmental organisations or European cooperation frameworks exist which are active in fields not, or not completely, covered by the activities of the European Union. These 21 European Organisations are divided in four sectors: economy & finance, political and security, science, and river commissions. The course will explain the law and policy of the 21 European organisations: their origins, membership, activities and cooperation among them or with the European Union. The students will acquire a complete overview of the all existing European intergovernmental organisations. Another objective is to prepare students of the International Affairs major to the job market in the world of European organisations and the related sectors (procurement for contractors, sub-contractors).

Prerequisite: LAW 101P or any course dealing with an introduction to EU law

EU Constitutional Law LAW 222G

The course focuses on the rights of EU citizens (inter alia the Charter of Fundamental Rights) and the institutions (European Parliament, Council, European Council, Commission, European Court of Justice and other organs) as well as the decision-making and controlling procedures of the President of the European Union. The operation of the EU institutions will be explained in all major areas of the European Union policies, with special attention to the internal market, the area of freedom, security and justice, as well as the common foreign and security policy.

Prerequisite: LAW 101P

Comparative Constitutional Law LAW 231G

This course gives a legal overview and basic knowledge of the constitutions of the major countries in the world. It will address the origins of constitutionalism (American and French Revolutions), the state institutions and their powers, the constitutional rights of citizens, the changing nature of the constitutions, inter alia constitutional review, unitary versus federal states.

Methods: Legal Analysis, Research and Writing LAW 271G

This course is designed to develop the student’s ability to identify legal issues and communicate such findings effectively, particularly in the written form. In developing the ability for legal analysis and problem solving skills, students will focus particularly on the interplay between international and European law, through historical, political and economic dimensions. Students will be encouraged to apply legal knowledge gained in previous courses in a number of ways. Finally, students will be provided with the opportunity for enhanced use of appropriate legal research methods and tools within the framework of class assignments.

Prerequisite: LAW 102P or one other upper-level course in law

Current Challenges in International Law LAW 301G

This course familiarises students with the fundamental concepts and principles of
modern international law. It provides an introduction to the historical and theoretical development of international law as well as its basic methodology in order better to understand present day developments. Students will learn how to apply the often abstract rules of international law to current events which are often controversial and claimed by opposing views. Use will be made of newspaper reports, international legal briefs, governmental declarations, decisions of international organizations and the most recent international case law. Prerequisite: one other upper-level course in international relations, history or politics.

Environmental Law
LAW 302G

The contents of this course include the general principles of environmental law, the legal and institutional framework comprising subjects such as the actors (states, international organizations, NGOs, etc.), environmental treaties, resolutions of the UN General Assembly and other international bodies, EU regulations and directives, and the general problems of compliance, implementation, enforcement and dispute settlement.

Human Rights
LAW 303G

This course focuses on the principles regarding the status of individuals under international law, the ‘International Bill of Human Rights’, regional human rights instruments, human rights related to expulsion and extradition, stateless persons, refugees and asylum, and the treatment standards regarding foreigners. The course incorporates major case law.

Competition Law
LAW 311G

In this course, students will examine the role of competition law and policy, at both the EU and national levels and within the global economy. The different regimes of competition law will be closely analyzed, including the interaction between trade and competition and the process of internationalization of competition law and policy. Students will explore various issues related to competition law, including abuse of dominant position, anti-competitive agreements, the interface between Intellectual Property Rights and competition law and other current issues related to business strategy. Prerequisite: BUS 101P or LAW 111P.

International Banking Law and Financial Regulation
LAW 312G

This course introduces students to the legal and regulatory environment of international banking and finance. In exploring the fundamental legal issues, emphasis will be placed on the international and European context in order to reflect the globalization of the financial markets. Students will become familiar with the regulation of capital markets as well as the traditional financial market sectors of insurance and commercial & investment banking. This course will enable students to benefit from the “big picture” of banking and finance while considering related legal challenges. Prerequisite: BUS 101P, ECN 101P or LAW 111P.
EU Law of Freedom, Security and Justice  
LAW 321G

The course addresses issues which have become part of EU cooperation in matters of asylum, rules concerning the external borders, immigration policies and policies concerning third countries’ citizens, combating illicit drugs, fraud, judicial cooperation in civil and criminal matters, custom cooperation, the fight against terrorism, drugs and organized crime.

Laws of the EU Internal Market  
LAW 322G

This advanced course provides a systematic analysis of the internal market, namely the free movement of goods including custom duties and taxation, quantitative restrictions and similar measures, free movement of capital, free movement of services (including the freedom of establishment), and the freedom of movement of people (including the Schengen Area). Related topics will also include the competition rules, monetary union and state subsidies.

International and EU Law Capstone  
LAW 391G

The course is devoted to landmark judgments and legal opinions of the judicial bodies of both the European Union and the International Court of Justice and its predecessor, ICSID arbitration, mixed claims commissions and the ILOAT tribunal. With respect to the European Union, students will examine holdings of the Court of Justice of the European Union, the General Court, and the European Civil Service Tribunal. The course culminates in a high-level research paper or project of the student’s choice, where students will be required to analyze the structure and legal reasoning of judgments and legal opinions related to their topic. Prerequisite: LAW 271G and third year standing in the Law major, or with permission of the instructor.

Languages

Chinese (LCH)

Introduction to Chinese Language and Culture  
LCH 102G

This course, designed for students with no prior knowledge of Chinese, is primarily a first course in the language, but also exposes students to various aspects of Chinese culture. The emphasis will be on understanding, speaking and reading. The course will be conducted, as far as possible, in Chinese from the beginning. After these courses students should be able to read Chinese with correct pronunciation and tone, write basic strokes in the correct order, understand Chinese texts and dialogues concerning the most useful and practical situations learned. Among the cultural topics will be: the origins and development of the Chinese language, a brief introduction to Chinese history, religions and the two major philosophical schools Confucians and Taoists.
**Dutch** (LDU)

Elementary Dutch LDU 101G

This course focuses on listening and understanding, vocabulary and basic practical grammar. After these courses students should be able to manage living in a Dutch-speaking environment, to participate in everyday conversations, to read and understand basic Dutch texts and to compose simple written work. Students will also learn more about Dutch/ Belgian culture while working on different projects. Designed for students with no prior knowledge of Dutch.

**French** (LFR)

Elementary French I & II LFR 101G, LFR 102G

This sequence focuses listening and understanding, vocabulary and basic practical grammar. After these courses students should be able to manage living in a French-speaking environment, to participate in everyday conversations, to read and understand basic French texts and to compose simple written work. Students will also learn more about French/ Belgian culture while working on different projects. LFR101E is designed for students with no prior knowledge of French, and LFR102E is for students with the equivalent one semester of college French as assessed by a placement test.

Intermediate French I & II LFR 201G, LFR 202G

This sequence focuses on the acquisition of major elements of French grammar, as well as a more advanced level of comprehension, accurate and active communication skills and a broader coverage of vocabulary. Compositions, essays, oral presentations and reading newspaper articles are a part of these courses. French culture will be highlighted through a theatre project. Both courses given each semester.

Prerequisite for LFR201E: LFR102E or placement test.
Prerequisite for LFR202E: LFR201E or placement test.

Advanced French I & II LFR 301G, LFR 302G

At the outset of each course students are prepared and tested on the conjugation of all tenses of basic verbs, since this is essential knowledge for the advanced programme. The two courses are comparable in their methods of instruction (advanced vocabulary and grammar practice, class discussions, essay writing, oral presentations and a theatre project) but each has its own programme in advanced grammar and its own theme as shown in the course titles. The theatre project, including the study of an author, a play, and a visit to the theatre, is different each semester. The two courses complement each other in the development of vocabulary, comprehension, writing and oral skills, and may be taken in any order.

Prerequisite for LFR 301E: LFR 202E or placement test
Prerequisite for LFR 302E: LFR 202E or placement test
Mathematics (MTH)

Methods: Mathematics for Business and Economics MTH 201G

Teaches the mathematical skills required for problem solving and decision making in the business world through use of mathematical models and specialised techniques. Topics include: functions as mathematical models, equation-solving techniques, differential and integral calculus, exponential growth and time-value of money and partial derivatives and their applications in economic functions.

Philosophy (PHL)

History of Western Philosophy PHL 101G

Provides a general overview of the main philosophical topics discussed from the presocratics to the postmodernists. The course develops historically the most important subfields of philosophy: philosophy of nature, philosophy of mind, metaphysics, ethics, epistemology (theory of knowledge), aesthetics and philosophy of history. We successively discuss presocratic philosophy, Plato, Aristotle, Hellenistic philosophy, the early and late Middle Ages, Descartes, Hume, Kant, Hegel, Marx, Nietzsche, Heidegger and postmodernism. Students are required to read primary sources, to write short papers, and to participate in debates on philosophical questions.

History and Philosophy of Science PHL 201G

In this course, the history and philosophy of science is studied, starting from the origins of science in ancient Mesopotamia, Egypt and Greece to present day science and technology. Key issues from the philosophy of science (such as Popper’s falsifiability, Kuhn’s paradigm shifts, Gödel’s incompleteness and Poincaré’s conventionalism) will be illustrated by historical case studies (such as the Copernican revolution, the shift from classical physics to quantum mechanics or the evolution theory). While the focus of this class will be on natural sciences, we will also consider the problem of the scientific method in humane and social sciences.

Politics (POL)

Global Politics POL 101P

This is a basic introductory course, introducing students to core concepts, processes and events in global politics. It gives an insight in the so-called ‘global’ dimension of world politics, which encompasses the worldwide, the regional, the national and the sub-national levels. In this course, students will study concepts and issues related to state and sovereignty, the nation and globalization; power and war; diplomacy and sanctions, identity and terrorism. The study of these issues will help outline the interdependence and interconnectedness of state and non-state actors in world politics.
European Peace and Security Studies (EPSS)  

This foundational course provides an introduction to the main theoretical approaches and concepts required for understanding contemporary issues of peace and conflict. The main schools of thought of International Relations Theory as well as main-stream and critical perspectives of security and strategy studies will be introduced and will be applied to core security issues, such as crisis management (military and civilian), conflict prevention, peacekeeping, peacebuilding, disarmament as well as the promotion of environmental security, human security and human rights. Particular emphasis will be placed on the evolution of and approaches by the European Union and NATO, but examples from the United Nations and related security organisations will also be drawn on.

Theories of International Relations  

This course introduces and applies the major paradigms, key authors and core theories in the discipline of International Relations. The course allows students to study and apply major IR theories with the help of historical and contemporary political empirical case studies in order to illustrate, as well as test, central assumptions and arguments of these approaches. The course provides a knowledge base for the further study of International Relations theories as well as for understanding core processes, actors and power relations in international politics.

European energy security strategies in a world of growing insecurities  

Energy is at the heart of economic development. It fuels transportation systems, powers factories, lights government and office buildings, schools and hospitals, heats homes and keeps foods cold. The European Union’s prosperity and security thus hinges on a stable and abundant supply of energy. Since the oil crisis of the 1970s most EU member states have not had to experience any long-lasting supply disruption, yet the world stage and the global energy landscape have both changed dramatically. The course will debate those factors that currently drive energy policy decisions in Europe, including the actions of nations such as the United States, Russia, China, India, and Japan, climate change negotiations, and the quest for energy independence.

The EU’s Common Foreign and Security Policy (CFSP)  

This EPSS course provides an overview and in-depth analysis of the historical evolution, institutional settings, procedures and core policies of the European Union’s Common Foreign and Security Policy (CFSP) in both theory and practice. Whilst the first part of the course analyzes the evolution of the CFSP and its major policy areas in the wider historical and theoretical context of the European Union as an International Actor since the end of the Cold War, the second part of the course provides a critical assessment of the impact and effectiveness of the EU as a Foreign and Security actor in the field. Particular emphasis is placed on the EU’s Military and Civilian Operations, conducted since 2003. In addition, the course will take a closer look at the wide range of security actors and international organisations the EU has collaborated with in the context of the CFSP.
Course Descriptions

Understanding Contemporary Conflicts in Europe and Beyond  POL 222G

This EPSS course provides an in-depth analysis of the roots and causes of contemporary conflicts in Europe’s periphery (Bosnia, Kosovo, Georgia / South Ossetia, Chechnya) and in those regions where either the European Union or NATO have become active security actors (ranging from the Chad, the Central African Republic, the Democratic Republic of Congo and Somalia to Afghanistan and Aceh). At the end of the course, students will have gained a nuanced and comprehensive understanding of the complex underpinnings of contemporary conflicts as well as of the demands placed on external international actors that try to contribute to mitigating such a diverse range of conflicts and crises.

The Breakup of Yugoslavia and Post-War Reconstruction in the Balkans  POL 223G

This interdisciplinary course is aimed at students interested in the study of peace and conflict resolution, international relations, political science, sociology, and history. It combines a historical overview of the breakup of Yugoslavia and the wars of 1990 with a theoretical discussion on peace and conflict resolution. The course consists of a series of lectures and presentations where we will look at the main events and causes that led to the break-up of Yugoslavia in the 1990s as well as the impact the conflict has had on the security, economic, demographic, and religious situation in the region. No background in Yugoslav history or politics is assumed. The role of nationalist ideology and organization in the breakdown and building of state structures is a key element of this course, as is conflict, often violent, surrounding the implementation of state building projects. A final element of major significance is the impact of international intervention or world geopolitics, particularly the interests of Great Powers and their attempts to shape state building projects of local actors. The course will assist the students to identify and analyze the causes of the conflict, and more importantly, to learn how to anticipate such conflicts in the future.

International Approaches to State-Building, Reform and Good Governance  POL 224G

The interdisciplinary course is aimed to engage students with the debates on the origins, development and deterioration of states. Approaches to promoting good governance and state-building as a part of the post-Soviet transition, African studies, development studies, security studies, post-conflict reconstruction, have been the subject of numerous academic and policy debates. Students will learn about these different approaches as well as how they are interlinked with democracy assistance and security sector reform initiatives. Students will review the indicators for state capacity and good governance, will assess issues critical for development of states in transition and will discuss models of state-society relationship. While the primary focus of the course will be on the role of the international actors in state-building efforts, the course will also focus on issues linked to the concept of nation, national movements and civil society. The course consists of lectures, seminar discussions and will include guest speakers as well as interactive exercises.
European Union Politics

Explores the origins of the European Union and its development, explains the construction of European institutions and discusses its status as an organisation. Surveys historical landmarks in the European Union’s development and focuses on the workings and politics of the major institutions of the European Union. Visits the European Parliament and includes guest lectures bringing current problems in the process of the European integration process into the classroom.

Political Institutions of European Countries

Studies European states, their major institutional features and their political system from a comparative perspective. Considers the nature of “the state” and the logic of comparative methodology and discusses different frameworks for carrying out comparative political study. While taking the major European liberal democracies (the U.K., France and Germany) as a starting point, it purports to review and compare political systems from Western and Central-Eastern Europe. For EU member states, it also intends to analyse the effects of European integration on political systems.

The EU’s Approach to Democratisation and Human Rights

This course examines the historical evolution, policies and overall track-record of major European countries and the European Union itself in the field of democratisation and the promotion of human rights. The first part of the course provides a comprehensive overview of the main conceptualisations, debates and core issues related to human rights and democracy promotion. The second part of the course consists of a critical analysis of both the internal and external human rights policies and democratisation efforts of the European Union and major European states.

The Government and Politics of Global Powers

This course introduces students to the politics, key features and global influence of major established states and emerging powers. Students analyze the role of western “established” powers, such as the United States, Britain, France and Germany as well the growing influence of “emerging” powers such as the BRICS (Brazil, China, India and South Africa) and beyond. The course also sheds light on processes and dynamics of major political global transformations and the changing nature of “power”.

Prerequisite: one politics course

Diplomacy and International Negotiations

This course provides students with in-depth knowledge and essential skills for understanding the evolution, mechanisms and impact of diplomacy and international negotiations. The course is divided into two parts. The first part provides an introduction into diplomacy and the theory of international negotiations. The second part deals with the practice of diplomacy and negotiations. The course provides an analysis of diplomatic approaches to global issues and current world problems, such as peace and security, climate
change and international trade. It examines cases of successful diplomacy and/or failed diplomacy. It also avails a forum in which teams of students speak on behalf of an assigned country on a variety of selected issues to expand their understanding of diplomacy, global geopolitics and international relations.

International Organisations and Global Governance  
POL 243G

This course provides an analysis of the historical evolution, policies and impact of core International Organisations in the field of Global Governance. Students examine and evaluate the policy-making processes, successes and failures of major International Organizations in addressing core global challenges, such as global peace and security, global economic governance, development and the global fight against hunger, climate change and environmental governance, the global rule of law, human rights and democratisation.

Intermediate Research Methods  
POL271G

This course exposes students to the main quantitative and qualitative research methods required for International Affairs and analysis in the Social Sciences. Students will learn the main methodological approaches from the field of political science, communication studies and policy-oriented security studies. The course also provides essential skills required for analysing and tackling major research issues.

Contemporary Political Debates  
POL 301G

Debates key policy and normative dilemmas in contemporary liberal democracies. Introduces topics using recent academic literature and policy documents and then examines classical and modern political texts in order to build conceptually coherent arguments to support conflicting positions on political and normative dilemmas.

History of Political Thought  
POL 302G

Provides an overview of the history of modern political thought based on a historically contextualised in-depth examination of classic texts by Machiavelli, Hobbes, Montesquieu, Rousseau, Tocqueville and Marx. Analyses the significance of their works to modern scientific and ideological debate.

NATO and Transatlantic Approaches to Security  
POL 321G

This EPSS course explores the history, track-record and major political and policy challenges related to both the North Atlantic Treaty Organization (NATO) and wider US-Europe transatlantic relations more generally. Students will examine the waxing and waning of US-EU relations in the field of security and will assess the evolution, institutions, policy-making processes and impact of NATO’s core security policies. The final part of the course invites students to explore emerging and future challenges NATO and US-EU relations will face. Pre-requisite: one course in politics
The EU and Military Approaches to Security  

This EPSS course provides an in-depth analysis of core actors, key dimensions and approaches to promoting security through military means. Particular emphasis will be placed on the so-called ‘comprehensive approach’. The course provides a conceptual and theoretical introduction to military security by focusing on the concepts of threat, risk, security and conflict and their evolution. It explores the changing nature of war and the complexity of today’s conflicts and analyses the role of the military in security issues such as deterrence; arms control; proliferation of weapons of mass destruction and small arms and light weapons; failed states; terrorism and counterterrorism; and human and man-made disasters. The influence of the privatisation of international security and the evolution of military equipment on the role of the military will be discussed. Finally, students will study the specificity of the military in crisis management, the main approaches to peace support operations and military crisis management in the UN, EU and NATO frameworks, the comprehensive approach, and the role of the military in state building. Pre-requisite: one course in politics.

European and Global Governance of Migration  

This course provides an overview of the EU policy-making structures as they apply to migration policy as well as broader themes of EU justice and home affairs. It includes an analysis of the changes of EU governance in the area of justice and home affairs: its origins and evolution as well as the current debates, including security and human rights aspects. In addition to the strong EU focus, the course also maps out the development of the global governance of migration. It explores the role of different stakeholders who are active in migration debates, including different states, international non-governmental organisations, and lobby groups (many of which are active in Brussels). Overall, the course draws on different debates on migration and relates them to broader developments in global politics, including the economic crisis, issues of national identity, immigrant settlement and integration.

Policies in the European Union  

Aims to familiarise students with institutions, actors and policy patterns of EU policy domains (agriculture, regional development, environmental policy, social policy and foreign/security policy), as well as with public policy approaches and concepts used to analyse EU policies. Addresses challenges of EU policy-making: asymmetry, path dependency, complexity, accountability, legitimacy, public participation, implementation and monitoring deficits, hierarchical authority, enlargement, etc. Refers extensively to policy cases and domains to clarify theories and concepts, which are juxtaposed to highlight explanatory advantages and weaknesses. Prerequisite: none, POL 231G recommended.

The United Nations and Global Governance  

This course provides students with a comprehensive analysis of the evolution, institutions, policy-making procedures and policy outputs of the United Nations system within the context of Global Governance. The course assesses and evaluates the successes, failures and future prospects of the UN system in...
addressing fundamental global challenges in the areas of peace and security, development, climate change and human rights. Particular emphasis is placed on the evolution, mechanisms and impacts of United Nations Peacekeeping. Prerequisite: At least one politics/international affairs course

International Affairs Research Methods POL 371G

This advanced research method course provides students with in-depth knowledge and skills required for confidently and effectively mastering research, policy analysis and policy advice in the field of International Affairs. Students will not only deepen their knowledge and skills of quantitative and qualitative research methods required for graduate studies, but will also acquire essential professional, analytical and research-related skill-sets needed for a successful career in International Affairs.

International Affairs Capstone POL 391G

The International Affairs Capstone course provides students with an opportunity to integrate their knowledge and exercise the skills acquired throughout their studies and apply them to a concrete policy-problem. As the final, summative and integrative course of the IA Programme, students will be tasked to apply their knowledge and skills in a highly independent, theory-driven, but policy-oriented manner. Students usually work for the duration of the capstone course as policy advisors or policy analysts for a “client” (policy-maker from Brussels-based organizations, such as the European Union or NATO) on a real-life problem. By calling for the integration and application of their multi-disciplinary knowledge, the Capstone course seeks to prepare students both for independent research at the graduate level and to bridge the gap between academic studies and the professional realm of policy-oriented analysis. Prerequisite: HIS 271G or POL 271G, and third-year standing in the International Affairs major; or permission of the instructor

Psychology (PSY)

Introduction to Psychology PSY 101G

This course is aimed to provide students with an introduction into the research field of psychology. Students get acquainted to core concepts and existing domains within Psychology. Psychology as a scientific discipline and the interconnection between sub domains in Psychology are central issues in this course. Topics that will be treated include: what is psychology, biology of behaviour, sensation and perception, states of consciousness, learning and adaptation, motivation and emotion, development over the life span, personality, adjusting to life (stress, coping and health), psychological disorders, social thinking and behaviour, etc. Theory will be supported by demos, class experiments, exercises and film fragments.
Statistics (STA)

Quantitative Methods STA 101P
Statistics is the art of using data to make numerical conjectures about problems. Descriptive statistics is the art of summarizing data. Topics include: histograms, the average, the standard deviation, the normal curve, correlation. Much statistical reasoning depends on the theory of probability. Topics include: chance models, expected value, standard error, probability histograms, convergence to the normal curve. Statistical inference is the art of making valid generalizations from samples. Topics include: estimation, measurement error, tests of statistical significance.

Intermediate Statistics STA 301G
Methods: Statistics for Business and Economics first reviews the basic concepts of statistical inference: sample variability, estimation with confidence intervals, and tests of statistical significance. The course then extends inference by looking into: (i) small-sample tests for averages (t-test); (ii) hypothesis tests comparing two sample averages; and (iii) Chi-square tests. The course finally introduces the student to simple regression (fitting a line to a scatter plot) and multiple regression (the generalization of the regression technique to more than one explanatory variable). Students learn how to use a statistical calculator and statistical software to do their own quantitative research.
Prerequisite: STA 101P
ACADEMIC OPPORTUNITIES

Internships

Internships provide an excellent opportunity for students to gain valuable professional experience that can help orient their choices after graduation. At Vesalius College, an internship may be taken as a major elective in the Business, Communications and International Affairs majors. Study abroad students frequently opt for an internship with a local firm or institution as part of their studies in Brussels.

Conditions and Application

The Internship Programme is open to students in good academic standing as early as the second semester of their second year at Vesalius. The internship should consist of a specific project wherever possible. Vesalius College students are eligible for “single” internships, worth six ECTS credits. Because the College will administer and award credit for the internship, the student must pay tuition for the internship, even when it has been arranged by the student. While only one internship may be taken for credit during a student’s academic career at Vesalius, the College encourages all students to undertake internships on their own when possible.

Study abroad students are eligible for “single” internships, worth 6 ECTS credits, or for “double” internships, worth 12 ECTS credits. They are limited to one internship per semester but can apply to the internship programme each semester if on a year-long study abroad programme. Study abroad students are eligible for an internship if they have completed half of the academic credits towards graduation at their home university.

A list of sponsors and a description of internship offerings are available on the Vesalius College website. Updated internship catalogues are typically issued according to the following schedule:

- Fall Catalogue – issued late June
- Spring Catalogue – issued late October
- Summer Catalogue – issued late March.

Internship profiles have three sections: one describes the organisation; the second the nature of the work, and the third the sort of candidate the organisation is seeking. The internship profile serves to clarify the nature of the internship for the student and the supervisor. Students may find their own internships, but need to request approval from the Study Abroad Office if they want to receive academic credit for the internship.

Students must apply for internships and there is no guarantee that they will be selected. Internship applications take place in the semester preceding the one in which the student wishes to do the internship. Students must be very vigilant to monitor the internship page of the website so that they are aware of the strict application deadlines each term. Once the catalogue is issued, students have a
maximum of 3 weeks in which to submit their application to the Study Abroad Office. Students should select a maximum of three sponsors, and prepare a CV and cover letter for each.

The selection procedure can take time. At registration students should register for a regular course, then drop that course and add the internship when selected for a position. Note, too, that delays in securing an internship can mean that the student will need to work more hours per week during the remainder of the semester in order to complete the total number of hours required to receive full credit.

Requirements and Assessment

For the “single” internship, students work for a minimum of 150 hours (approximately 12-15 hours per week during fall or spring semesters, and 30 hour per week during the summer session). For the “double” internship, students work for a minimum of 280 hours (approximately 25-30 hours per week in fall and spring semesters). The intern must keep track of the hours spent at the internship in a log that is countersigned by a supervisor in the organisation. The internship will always be unpaid and the student will be responsible for transportation costs to and from the internship site.

The internship is given a letter grade by a Vesalius faculty member. This grade is based primarily on the internship sponsor’s evaluation of the student’s work and on a 3000-word final report by the student on the internship experience. Other minor requirements (meeting with a faculty adviser, expected behaviour, etc.) are outlined in a contract drawn up between the student and Vesalius College. Students enrolled in the double internship programme are also required to complete a research project during the semester in addition to completing the above requirements.

It should be noted that, once an internship is accepted by the student and the contract signed, it is not possible to drop the internship course without documented proof of extraordinary circumstances preventing the student from completing the course.

Study Abroad students who apply for the internship course with the intention of receiving transfer grades and credit for their home university transcript must have obtained prior approval from their home university for this credit transfer. Students who find out after obtaining an internship that the credits will not transfer back to their home university will not be considered eligible for dropping the course.

More complete information on application procedures and regulations can be obtained from the administration. The list of the internships on offer is available during the preceding semester.

Internships Abroad

Vesalius Students may request to take an internship as part of their study abroad programme. As with any other course taken abroad, an internship course
abroad must be pre-approved by the student’s Vesalius College academic adviser. The internship abroad must follow the general requirements that are outlined in the Vesalius Internship Programme catalogue, especially with respect to number of hours worked and number of credits earned, and must be supervised and evaluated by an academic supervisor at the host university.

**Study Abroad**

Vesalius College strongly encourages its students to study abroad as an important component of an international, multicultural education. Each semester, the College welcomes a growing number of independent students and students from partner institutions from around the globe, who have chosen to study and live in Brussels. The College also sends some of its own students off to experience the challenges, opportunities and satisfactions of living and working in a different language and culture.

Vesalius students may study abroad either at an institution with which the College has an agreement (Partner Universities - see list on page 61) or at an approved college or university of their choice (Non-Partner Universities).

**Study Abroad at Partner Universities:**

When studying at a partner university, both the grades (including an F grade) and credits earned at the host university are eligible for transfer to the Vesalius College transcript.

To be eligible for study abroad with a partner university (for a semester or summer semester), students must meet the following requirements:

- Must be in the fourth or fifth semester of their Vesalius degree programme
- Must be in good academic standing with a cumulative grade point average (GPA) of 2.7 or better (a 3.0 minimum is required for Kansai Gaidai in Japan) at the time of application.
- Must have completed at least one full year studying at Vesalius on the Brussels campus (this also applies to transfer students who might already have second or third-year standing upon entry at Vesalius)
- Must submit their request to study abroad (via the “Study Abroad Request Form”) to Vesalius College administration no later than the Friday of Week 11 of the fall term (for study abroad in the spring) or of Week 11 of the spring term (for study abroad in the summer or fall).

Interested students should plan their study abroad one full year in advance of the desired study abroad term. The following time-sensitive issues must be considered:

1. Time to obtain course syllabi from the host university: If a student is interested in studying abroad during the fall semester, for example, then he or she would need to consult the course offering at the host university for the fall term that precedes the one in which he or she wishes to study abroad (i.e. consult fall 2013 course offerings when looking for courses to take in the fall of 2014).
2. Time for academic adviser approval of the desired host university course syllabi. Some syllabi might have to be forwarded to professors with more expertise in certain domains and, thus, this process can be quite time-consuming.

3. Time to apply to the host university and receive the acceptance documents required for visa application – the visa application procedure can also be quite lengthy depending on the country of destination.

4. The deadline submitting the “Study Abroad Request Form” is the Friday of Week 11.

Interested students must consult with the Director of International Programmes, the Head of Academic Administration and with their academic adviser during the preparatory stages. Courses taken abroad may count toward the Vesalius degree; but to ensure that credits and grades do transfer, students must complete and submit, in advance (deadline is the Friday of Week 11 of the semester in which the request is made), a “Study Abroad Request Form”. This form requires approval of the study abroad by the Director of International Programmes and of the host university course syllabi by the student’s academic adviser. It also requires the approval and signature of the Head of Academic Administration.

The following steps must be completed by the study abroad candidate:
1. Obtain a “Study Abroad Request Form” from reception
2. Fill out the electronic form and print out
3. Obtain the signature of the Director of International Programmes to approve the study abroad semester/term, who will check to be sure you are academically eligible to study abroad
4. Obtain syllabi from the host university for the desired courses
5. Consult with the Head of Academic Administration to see if Vesalius has previously approved the desired courses. If so, then there will be automatic approval for those courses
6. Consult the academic adviser, with syllabi in hand, for approval of the remaining courses for credit transfer. Please keep in mind that, if the courses for which you need approval are not in the domain in which your adviser specialises, you may need to obtain approval from another faculty member with more knowledge of the field.
7. Obtain the signature of the academic adviser regarding approval of the selected courses.
8. The student must then check all of the boxes that pertain to the student’s responsibilities and then sign the form.
9. See the Head of Academic Administration, who will give final approval and will determine how your study abroad courses will fit into your overall curriculum worksheet. Obtain the signature of the Head of Academic Administration.

NB: If the student fails to submit the completed “Study Abroad Request Form” on time (prior to the Friday of Week 11), Vesalius College cannot guarantee that your request to study abroad will be approved.

NB: It is the responsibility of the student to ensure that all Vesalius College and partner university fees are paid in full or Vesalius College can reserve the right to prevent the student from receiving transfer credits.
NB: It is the responsibility of the student to arrange with the host university to send an official transcript to the Head of Academic Administration of the Vesalius College.

NB: All students approved for study abroad with a partner university are expected to write a 250-word experience report (with attached photo if possible) and to submit the report to the Study Abroad Office by the end of the semester following the semester abroad.

**Types of Partnership Agreements:**

**Fee-Paying Study Abroad Agreements:**

With this type of agreement, the partner university bills Vesalius College for the student’s tuition and fees. The student then pays Vesalius College the fees for the study abroad semester. In some instances, the student will be required to pay tuition and fees directly to the partner university. Students going abroad with this type of agreement are not required to pay Vesalius tuition for the semester they are abroad. They are, however, required to pay the Study Abroad administrative fee to Vesalius College. Details of the arrangements should be obtained from the Study Abroad Director. Grades (including an F grade) and credits earned with study abroad partners transfer directly to the student’s Vesalius transcript.

**Exchange and Limited Exchange Agreements**

Under this kind of arrangement, students pay Vesalius College’s tuition and fees but take courses at the partner institution. With certain exchange partners, Vesalius College has established a limited exchange agreement whereby, once a certain pre-determined number of students have been exchanged, any supplemental student wishing to enrol at the partner school may do so under the terms of a fee-paying study abroad agreement. If a student wishes to study at a university represented by one of our consortium partners, fees and programme details will vary depending on the host school. Details of these agreements should be obtained from the Study Abroad Director. Grades (including an F grade) and credits earned with exchange partners transfer directly to the student’s Vesalius transcript.

Vesalius currently has agreements with the following institutions and consortia:

**In North America:**
- The Washington Semester at American University, Washington, D.C., USA
- Beloit College, Beloit, Wisconsin, USA
- Bentley College, Waltham, Massachusetts, USA
- Birmingham Southern College, Birmingham, Alabama, USA
- Brethren Colleges Abroad (BCA - consortium)
- Chatham University, Pittsburg, Pennsylvania, USA
- City University of New York – College of Staten Island, New York, USA
- Covenant College, Lookout Mountain, Georgia, USA
- Council for International Educational Exchange (CIEE - consortium)
- Doane College, Crete, Nebraska, USA
Educational Programmes Abroad (EPA - consortium)
Hawai‘i Pacific University, Honolulu, Hawai‘i, USA
Hobart and William Smith Colleges, Geneva, New York, USA
Huron University College, London, Ontario, Canada
International Student Exchange Programmes (ISEP - consortium)
International Studies Abroad (ISA - consortium)
Marymount University, Arlington, Virginia, USA
Oglethorpe University, Atlanta, Georgia, USA
Rutgers University, New Jersey, USA
State University of New York (SUNY, all New York campuses), New York, USA
St. Louis University, St. Louis, Missouri, USA
University of Denver, Denver, Colorado, USA
University of Florida, Gainesville, Florida, USA (Summer Incoming Only)
University of Hawaii at Hilo, Hilo, Hawaii, USA
University of Illinois, Springfield, Illinois, USA
University of Mississippi, Oxford, Mississippi, USA
University of Missouri, Columbia, Missouri, USA

In Europe:
The American University of Rome, Rome, Italy
Césine Centro Universitario, Santander, Spain
Dublin Business School, Dublin, Ireland
IE University, Segovia/Madrid, Spain
International University of Monaco, Monte-Carlo, Principality of Monaco
Koç University, Istanbul, Turkey
London Metropolitan University, London, UK
Middle East Technical University, Çankaya Ankara, Turkey
New Anglo-American College, Prague, Czech Republic
Richmond, The American University of London, London, United Kingdom
St. Louis University Madrid, Madrid, Spain
University American College Skopje, Skopje, Macedonia
University of Derby, UK
University of Ljubljana - Faculty of Social Sciences, Ljubljana, Slovenia
University of Lower Silesia, Wroclaw, Poland

In Latin America:
CESA Business School, Bogotá, Columbia
Instituto Tecnológico y de Estudios Superiores de Monterrey (All Mexican campuses), Mexico
ITESO Universidad Jesuita de Guadalajara, Guadalajara Mexico
Universidad de Especialidades Espíritu Santo, Guayaquil, Ecuador
Universidad de las Americas, Puebla, Mexico
Universidad de Ciencias Empresariales y Sociales, Buenos Aires, Argentina
Universidad de Viña del Mar, Viña del Mar, Chile
Universidad San Ignacio de Loyola, Lima, Péru

In Asia:
Akita International University, Akita, Japan
Chonbuk National University, Jeonbuk, South Korea
Hallym University, Chuncheon, South Korea
In Oceania:

As the Study Abroad Office regularly signs new partnership agreements, please consult the website for the most up-to-date partner list.

Studying at non-partner institutions:

If a student wishes to study abroad at a university with which Vesalius College has no exchange or study abroad agreement, he or she should apply directly to that institution, paying its tuition and other fees. During this semester abroad, the student will be considered as a temporary withdrawn student and has no financial obligation to Vesalius College, with the exception of the Courses Abroad administrative fee.

It is imperative that students consult with their academic adviser concerning their study plans. Student wishing to have credits transferred for taking courses elsewhere must obtain prior approval of the external courses from their academic adviser. If the courses for which you need approval are not in the domain in which your adviser specialises, you may need to obtain approval from another faculty member with more knowledge of the field. Above all, they must secure prior approval of the host university from the adviser if they wish to receive transfer credit for the courses taken while abroad.

Students must fill out and have their academic adviser / course professor(s) and the Head of Academic Administration sign the “External Course Approval Request Form.”

Upon return to the College, they will receive transfer credit for approved courses in which they earned a grade of C or above. However, the grades earned at non-partner institutions will not be transferred (and hence will not be included in a student’s cumulative GPA).

The following steps must be completed by the study abroad candidate:

1. Obtain an “External Course Approval Request Form” from the Receptionist
2. Fill out the form and list the courses to be taken at the host university
3. Obtain syllabi from the host university for the desired courses
4. Consult with the Head of Academic Administration to see if Vesalius has previously approved the desired partner university courses. If so, then there will be automatic approval for those courses
Studying abroad during the summer term

Students wishing to study abroad during the summer term must follow the same guidelines as those above for study at partner or at non-partner universities, depending on the case.

Grade transfers for Vesalius Students Studying Abroad

Study abroad students are subject to the grading policies and guidelines of the host institution. In the case of study with a partner institution, letter grades received will be transferred directly from the host university transcript to the student’s Vesalius College transcript. Grades will not be modified upon transfer, even if the grading scale differs between the host university and Vesalius College.

Summer Programmes

Vesalius College Summer Programme

The Vesalius College summer programme provides courses for college credit, for personal enrichment and for the enhancement of professional skills. The programme consists of six weeks of classes and one week of exams. Classes are scheduled for eight hours per week. Transcripts are issued at the end of the summer programme for the home institution of visiting students. Course offerings for the summer programme are posted on the website (www.vesalius.edu) in February. Vesalius College reserves the right to cancel courses that do not meet the minimum enrolment numbers.

For admission to the summer programme, a secondary school education and a command of the English language are required and should be demonstrated by appropriate documentation. Admission is decided on a case-by-case basis.

5. Consult the academic adviser, with syllabi in hand, for approval of the remaining courses for credit transfer. Please keep in mind that, if the courses for which you need approval are not in the domain in which your adviser specialises, you may need to obtain approval from another faculty member with more knowledge of the field.

6. Obtain the signature of the academic adviser regarding approval of university and of the selected courses.

7. The student must then check all of the boxes that pertain to the student’s responsibilities and then sign the form.

8. See the Head of Academic Administration, who will give final approval and will determine how your study abroad courses will fit into your overall curriculum worksheet. Obtain the signature of the Head of Academic Administration.

NB: It is the responsibility of the student to ensure that all Vesalius College and partner university fees are paid in full or Vesalius College can reserve the right to prevent the student from receiving transfer credits.
In the case of EU nationals, while a student visa is not required to attend the summer programme, a student must hold a valid passport or identity card. It should be noted that admission to the summer programme does not constitute admission to Vesalius College as a regular student for either the fall or the spring semester.

**Summer Programmes Elsewhere**

Vesalius College students may take courses during the summer at other universities.

Administrative procedures for application to external summer programmes (partner programmes as well as non-partner programmes) are identical to those for application to study abroad programmes in the fall or spring.
RULES AND REGULATIONS

The College needs procedures and rules in order to run effectively and to maintain fair and appropriate academic standards. Academic advisers, the Head of Academic Administration, the Associate Dean, and the rest of the administration are important points of contact to help students navigate their way through their degree programme. But students must ultimately take personal responsibility for complying with the rules. They must know the rules, as laid out here in the catalogue, and must be responsible for completing and submitting in a timely manner the proper forms necessary to keep their own records up to date.

Student Academic Standing Committee

For academic matters a key body is the Student Academic Standing Committee (SASC). The SASC ensures that students have met all the requirements for graduation in their major. It ensures that the College’s regulations pertaining to individual student assessment and overall academic evaluation are applied in a fair manner. It can grant exemptions from certain rules. The dates and times of its meetings are publicised in the Vesalius Student Government (VSG) Bulletin and on notice boards. Student requests for exemptions must be received in writing at Vesalius College reception before the published deadline. Requests submitted after the deadline are considered at the next meeting. A student may appeal a decision of the Student Academic Standing Committee (for appeals of dismissals, see below). Appeals must be submitted in writing to the Associate Dean within five days of notification of the decision. If the request is clearly without grounds, the student will be notified in writing that the request has been refused. Otherwise an appeal committee will be convened within five working days.

Student Conduct Committee

Cases of academic dishonesty and other student misbehaviour come before the Student Conduct Committee, which is composed of faculty, students, and members of the administration.

Ombudsperson

In cases of dispute or concern, students may always consult the ombudsperson, whose job it is to mediate conflicts that may arise. To reach the ombudsperson, see the list of Key Contacts for Students.

Registration

In order to take courses at the College students must be officially registered. Registration for new students takes place during the orientation week preceding the start of their first semester. Registration for continuing students normally takes place during the preceding semester (see the academic calendar for dates). Continuing students who defer registration until the orientation period are advised not to do so in case the courses that they want to take are oversubscribed. Vesalius students who are studying abroad or taking a leave
of absence, may register by fax, post or email during the designated registration period but need to confirm their registration upon arrival.

**Academic Advisers**

Each student has an academic adviser. Advisers help students make course and scheduling choices in line with academic requirements and students’ career goals. Students must meet with their academic advisers to discuss their course choices and the adviser’s signature is required on the registration form. The adviser must also sign a timetable of the courses that the student wishes to take in order to assure that the student has not registered for courses for which the scheduled meeting times overlap.

**Course Load**

The normal course load is five courses with a G-code (6 ECTS credits per course) or four courses with a P-code (7.5 ECTS credits per course) for a total of 30 ECTS credits. Fulltime students must take courses for at least 22.5 ECTS credits; otherwise they are classified as part-time. Student may combine a mixture of 7.5 ECTS credits P-courses with standard 6 ECTS credits G-courses if their course load does not exceed 33 ECTS credits. Students who wish to take an overload, that is, a course load exceeding 33 ECTS credits, must petition the ASC in advance, which will decide without further appeal on a case-by-case basis. Students allowed to take an overload should note that an extra tuition fee is payable per course.

**Registering**

To register for a course, students must:

- have met all prerequisites to the course as listed in the “Course Description” section of the Catalogue, or are expected to have met them by the end of the current semester when registering in the continuing students registration period
- have passed HUM 201P in order to take a 300-level course

If a student fails a prerequisite of a course at the end of the current semester, the student has to take the necessary steps to adapt course registration to the new situation before the end of the registration period of the next semester.

The number of places in each course is limited in order for the course to function properly. If a course is oversubscribed, the students will be placed on a waiting list at registration. Should places in the course subsequently become available, waiting-list students will be informed according to their position on the list. The deadline for adding courses from the waiting list is the same as that for adding any other course (see below). Students on the waiting list can attend classes with the consent of the professor, but can only add the course with the permission of the Head of Academic Administration, after completing a Drop/Add form.

Students may want to attend a course without earning a grade, in which case they are said to audit the course. Students may register to audit a course only after obtaining written permission from the Head of
Academic Administration and the instructor on the Request to Audit form. Students who audit a course are expected to attend class regularly, undertake the readings, write the papers and participate in class discussions. Instructors may impose their own requirements on students auditing a course. Registration for an audit does not count towards calculating full-time status, though it does count in terms of workload.

**Changes during the Semester**

For various reasons students may wish to change the courses for which they have registered.

**Adding a Course**

Students may add a course until the end of the second week of the semester. This is done by submitting a Drop/Add form to the administration. All students must obtain the approval of their academic adviser to add a course. Adding a course may not result in a course load of more than 33 ECTS credits unless a request for an overload has been approved by the Student Academic Standing Committee.

**Dropping a Course**

In order to drop a course a student must submit a Drop/Add form to the administration. All Drop/Add forms must be signed by the academic adviser. During this period any student whose course load would fall below 22.5 ECTS credits must petition the Student Academic Standing Committee to become part-time.

Courses that are dropped during the first two weeks of the semester will not appear on the student’s transcript. Courses dropped between the third and ninth weeks will be recorded as Withdrawal Pass (WP) and will appear on the transcript but not figure in the calculation of the grade point average. Students may not drop a course and receive a Withdrawal Pass after the ninth week unless permission is granted by the Student Academic Standing Committee. There is one exception to these rules: a course dropped so that a student may take up an internship does not appear on the transcript.

If a student drops a course after the ninth week and before the end of the twelfth week, then the student will receive a Withdrawal Fail (WF). This grade will be entered on the transcript and will count as an F in the calculation of the student’s grade point average. Students who drop late must still file a Drop/Add form and additionally must seek permission from the Head of Academic Administration. Fulltime students for whom a drop will move their course load below 22.5 ECTS credits must also seek permission from the Head of Academic Administration.

Withdrawing from a course is not allowed after the end of the 9th week. After this time the course grade will be an “F”.

A student may decide not to withdraw completely from a course, but only to audit it, in which case no grade and no ECTS credit are given but the course appears on the student’s transcript with the indication Audit in the grade column.
Prior to changing to an audit, the student must be registered for the course. The deadline for switching to an audit is the end of the 9th week.

**Appeals concerning drops and adds**

When the deadlines for dropping and adding courses have passed, a student may petition the Student Academic Standing Committee for a waiver of the deadline. The student must submit to the Head of Academic Administration a written request citing reasons for special treatment. In the case of adding a class, students shall be allowed to attend class if there is no waiting list until the Committee has reached a decision. Students who want to drop a course must continue to attend class while awaiting a decision.

**Course Work**

**Syllabus**

The key document for any course is the syllabus. This short document, to be distributed at the first class meeting, should contain at least the following information: the aims and content of the course, the textbook(s) and other reading materials, the progress of the course week per week, the way in which it will be assessed, the dates at which written work is due and when the mid-term and final examinations will be held, and contact information and office hours for the instructor.

**Class Attendance and Participation**

Vesalius College places strong emphasis on regular class attendance and participation, as these are required not only for students to master specific course content, but also for the class to develop a lively intellectual atmosphere. Therefore, it is expected that students will attend all regularly scheduled classes for the courses in which they are enrolled. Students should arrive on time and behave appropriately in class. An instructor may refuse access to latecomers and ask students who disturb a class to leave. In the case of repeated disturbances, the instructor may ask the Associate Dean to intervene, which could lead eventually to referral of the case to the Student Conduct Committee.

The College strongly disapproves of absences that have not been agreed upon in advance by the instructor, unless, of course, there is good reason, such as ill health. If classes have been missed for health reasons, a doctor’s certificate must be submitted to the administration. The instructor may decide not to approve an absence asked for in advance if he or she does not consider the reason(s) acceptable.

Attendance requirements may vary from course to course. The requirements and conditions are stated in the syllabus and set by the instructor. The College administration will support instructors who adopt rigid attendance requirements. A first-year student or a student on academic probation who has a poor attendance
is poor, the instructor is requested to notify the adviser. In either case, the instructor may recommend to the Associate Dean that a student be suspended for the rest of the semester. The Associate Dean will make a decision only after consulting all parties concerned.

If students have been absent from a class for any reason, then they are responsible for finding out what they have missed including material covered in the class and any announcements made by the instructor, such as those concerning quizzes, tests, papers and presentations. Students are also responsible for promptly completing missed work and for arranging any make-up examinations. The instructor is not required to accept late work or to provide make-up examinations if there was no legitimate reason for the late submission or the absence.

The College, in scheduling classes on religious holidays, intends that students observing those holidays be given the opportunity to make up their work.

Assignments and Late Work

At Vesalius College, instructors schedule regular assignments, such as term papers, tests, quizzes and possibly other tasks. It is the student’s responsibility to complete assignments on time and to be present for any form of quizzes and tests. Equally, it is the instructor’s responsibility to correct and return assignments promptly. If the instructor does not return work, he or she must allow the student access to it, as well as the opportunity to discuss it with him or her. Students must submit homework or other class work assignments by the specified deadline unless they have certified medical, religious or other reasons for handing the work in late. Instructors may penalise late work, but their rules for doing so should be laid out clearly in the course syllabus.

Teaching Evaluations

The College is concerned about the quality of instruction and conducts student evaluations of teaching. Each semester students have the opportunity to comment on a course. Early in the semester there is a short collective evaluation to detect any major problems. Toward the end of the semester, students have a longer, more formal opportunity to communicate their views concerning the course content and the teaching methods. Each instructor will later receive a report from the administration summarising, in anonymous form, the results of the student evaluations.

Assessment

Criteria for Assessment

The ways in which a student’s work will be assessed should be specified in the course syllabus. It should describe the various elements of assessed work--examinations, papers, presentations, etc.--and fix the weighting of these
elements in the final course grade. Any significant deviations from the announced assessment scheme must be communicated to the Associate Dean in writing and justified.

Grades and Grading Scales

The final grades for a course are as follows: A, A-, B+, B, B-, C+, C, C-, D+, D, F. “F” means that the course has been failed and that the ECTS credits for the course have not been earned. Note, too, that “F’s” count toward the calculation of grade point averages. All other grades are passing grades and receive ECTS credit.

Instructors have the option of assessing individual pieces of work on a numerical scale. The following table gives letter grade equivalents for scales of 20 and 100:

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Scale of 20</th>
<th>Scale of 100</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>17.0-20.0</td>
<td>85-100</td>
</tr>
<tr>
<td>A-</td>
<td>16.1-16.9</td>
<td>81-84</td>
</tr>
<tr>
<td>B+</td>
<td>15.3-16.0</td>
<td>77-80</td>
</tr>
<tr>
<td>B</td>
<td>14.5-15.2</td>
<td>73-76</td>
</tr>
<tr>
<td>B-</td>
<td>13.7-14.4</td>
<td>69-72</td>
</tr>
<tr>
<td>C+</td>
<td>13.1-13.6</td>
<td>66-68</td>
</tr>
<tr>
<td>C</td>
<td>12.3-13.0</td>
<td>62-65</td>
</tr>
<tr>
<td>C-</td>
<td>11.5-12.2</td>
<td>58-61</td>
</tr>
<tr>
<td>D+</td>
<td>10.7-11.4</td>
<td>54-57</td>
</tr>
<tr>
<td>D</td>
<td>10.0-10.6</td>
<td>50-53</td>
</tr>
<tr>
<td>F</td>
<td>0-9.9</td>
<td>0-49</td>
</tr>
</tbody>
</table>

Instructors teaching relatives (defined as husbands, wives, parents, children and cousins) or intimate partners of either gender must inform the Dean. The Dean will appoint another person to assess and grade all of the student’s work (i.e., homework assignments, papers, presentations, mid-term and final examinations) that contributes to the final grade for the course.

Examinations

Students are not allowed to sit for an examination if they are not registered for the course or if their general registration is not in order. For the registration to be in order, the student must have submitted all original diplomas, certificates, test scores, and other required documents, and all tuition and fees must have been fully paid.

Examinations must be given by the instructor in charge of the course except in cases approved by the Dean. In the case of an emergency or for other legitimate reasons for absence, the instructor can ask the Associate Dean to choose a proctor or a replacement for the complete examination procedure.

The instructor must adhere strictly to the examination schedule (time and place). If the instructor does not appear, students must wait 20 minutes,
then, after contacting the administration, they may leave. The students must notify the Associate Dean, who will set a new date for the examination.

A student must adhere strictly to the examination schedule (time and place). If a student is unable to attend for serious documented reasons, the student must notify the Head of Academic Administration and instructor before the examination. Subsequently, the student must present certificates validating the absence (e.g. a medical certificate signed by a physician) and complete an Incomplete Grade form with the instructor. If no acceptable documentation is presented, the grade for the examination is an F.

A make-up examination, which may be oral, can be arranged with the consent of the instructor if there is a legitimate reason for missing the scheduled examination. If the student knows in advance that he or she will be unable to attend an examination for legitimate reasons, the student should discuss arrangements for the make-up examination with the instructor prior to the absence.

Mid-term and final examinations are not allowed on Sundays, legal or academic holidays, or in periods other than stipulated above, without the consent of the Associate Dean. Students with documented learning disabilities may ask for special consideration in taking final exams, with the consent of the Associate Dean.

Mid-term examinations should, as a general rule, be held during the seventh week of classes. Mid-term examinations serve to help indicate how well a student is doing in the course, and to assist the student in deciding whether to continue in the course or to drop it. To this end, instructors file mid-term feedback reports with the Head of Academic Administration and these are distributed to academic advisers. Note that instructors are not required to hold mid-term examinations.

Final examinations are written and given during the fifteenth week of the semester. Any other form of final examination must be approved by the Dean and announced in the course syllabus. Final examinations are normally given in all courses except those that require significant independent or project work.

All final examinations are public. They are scheduled in a room on campus. Exceptions require a written agreement from the Dean. Written examinations are deemed public if the papers are available for inspection by an interested party. A student has the right to see the corrected examination paper after notification of the results. The final examination papers are kept in the external examiner files located in a place known to the public and are accessible during the first week of the semester following notification of the results. The College administration keeps the examination papers for at least three years.

Students who have three final examinations on the same day or two exams at the same time may request in writing a re-scheduled examination for one of the courses. This request must be made before the end of the 12th week to the Associate Dean. The make-up examination can be oral and must be taken before the end of the examination period.
Course Grades

Final grades must be submitted to the administration at least three working days before the meeting of the ASC. Grades are submitted in letter form from “A” to “F”. “A+” and “D-” are not admissible as final course grades. On their grade reports, instructors must enter a grade for each student, or submit an appropriate Incomplete Grade form.

Incompletes

Students who cannot, for valid reasons, complete a part of the work of a course required for successful completion may, with the instructor’s approval, take an incomplete for the course. The required form and accompanying letter of justification, indicating the work to be done and the deadline for completion must be duly completed and signed by instructor and student and handed in by the instructor along with the final grade report for the class. Exceptionally, if a medical condition prevents a student from complying with this procedure, the student should contact both the Associate Dean and the concerned professor. The deadline for completion of the work to be done by the student must not be later than the Thursday of the second week of the following term (including the Summer Term). The final course grade must be submitted to the Head of Academic Administration by the Friday. If the work is not completed by the above deadline, the “INC”, indicating an “incomplete”, is automatically changed to an “F” grade (failure). In exceptional circumstances a request for a waiver to this regulation must be made in writing to the Student Academic Standing Committee (SASC), before the agreed deadline to make up for the incomplete. The request is to be documented. The SASC decides.

Grade Changes

A final grade may not be changed, except in cases of material error or miscalculation, and with the consent of the instructor. A Change of Grade form must then be filled out and signed by the instructor and submitted to the administration.

Failing and Repeating a Course

When a student repeats a course that s/he failed, the original F will not be counted in the computation of the GPA if the student successfully completes the repeated course with a passing grade.

The failing grade F will not disappear from the academic record but will appear there as an FRE (Failed but retaken).

If the student fails the course a second time, s/he may retake the course again with the same conditions applying (non-computation of second F in GPA; recorded in transcript as a second FRE). If the student fails on the third attempt, the F will stand and will be calculated in the GPA.

The repeated course must carry the same course code and title. This policy applies only to Vesalius College courses.
The WF grade given by the SCC for academic dishonesty or disciplinary reasons cannot be re-designated as FRE when the courses are repeated.

A maximum of three courses over the total VeCo program taken by a student are eligible for the FRE status.

Degree credit is awarded only once, no matter how many times the course is repeated.

Disputes about Grades

In cases where a student has concerns about the way in which assessment has taken place, there are three steps that the student can take. The first is to discuss the matter with the instructor. The second is to bring the case to the College’s ombudsperson, whose job it is to mediate conflicts that may arise between students and instructors. The third is to petition the Student Academic Standing Committee, before the end of the first week of the following semester, to review the case. The Committee will assess the evidence on its merits but cannot change the grade; it may however ask the instructor to reconsider the grade. The Committee will notify the student in writing of the decision.

Academic Dishonesty and Other Student Misbehaviour

The College expects its students and faculty to be responsible members of the academic community. Student conduct must be consistent with the highest standards of academic honesty. Academic dishonesty includes, but is not limited to:

- The use of illicit aids during an examination
- Giving or receiving illicit aid in an examination
- Copying from another student’s examination, term paper, homework, etc. or letting another student copy work
- Unauthorised access to the computer accounts of others, modification of system facilities, subversion of the restrictions associated with accounts, etc.
- Using the exact words, data, or ideas of another without properly acknowledging their source or turning in one’s own work from another course without acknowledgement
- Theft of examination materials
- Falsification of works or records

Plagiarism, the undocumented and inappropriate use of someone else’s words, is a trap for the unwary and can lead to severe penalties. At the end of this catalogue is a text on avoiding plagiarism that is required reading for all students.

A system of academic honesty is perfectly compatible with teamwork that is done under proper conditions. Working together is acceptable as long as the names of all students in the group appear on the final document, which lists each student’s specific responsibilities.

Students should be aware that handing in the same piece of homework, the same paper, or significant parts thereof constitutes academic dishonesty. Students should
request permission from their instructors when they want to use work that has been or will be handed in in another course at Vesalius College or elsewhere. If permission is granted, then a specific reference to the prior work (including date, number and name of course, title, etc.) must be made in a footnote or endnote.

Instructors will deal severely with all cases of suspected academic dishonesty. If the instructor is convinced that a student has been academically dishonest, the instructor grades the assignment as an “F” and notifies both the student and the Chairperson of the Student Conduct Committee in writing of the alleged academic dishonesty. Charges of academic dishonesty should only be lodged when proof or strong circumstantial evidence exists to substantiate the charge.

The Chairperson of the Student Conduct Committee prepares a file containing the relevant documentation. The only persons who will have access to this file are:
- the student or someone to whom the student (in writing) gives permission
- the Dean, the Associate Dean and the SCC Chair
- the person who lodged the complaint
- members of the Student Conduct Committee.

The Chairperson notifies the student that the student has been accused of academic dishonesty (or other misbehaviour), convokes a meeting of the Student Conduct Committee and notifies the student and the other interested parties in writing of the time and place of the hearing. The student may choose to be accompanied by counsel of his or her choice. This counsel may be a student in good standing, a member of the faculty or of the administrative staff. The student informs the Chairperson of this choice and provides the name and address of the counsel, if possible. If the student elects not to appear before the Committee, the hearing will be held in his or her absence. The student and other interested parties may produce either oral testimony or written affidavits.

The Committee meets first to review the evidence. The person(s) bringing the charges and the student(s) against whom the charges have been lodged are invited to join the Committee to present evidence. Testimony from other interested parties will be called as necessary. After hearing the evidence, the Committee dismisses all non-members and deliberates. For a decision to be carried, at least three affirmative votes are needed.

The Committee may impose any of the following sanctions:

Warning Probation: This lowest sanction consists of a warning letter placed in the student conduct file and is only applied in minor cases of misconduct. This sanction may also include activities to remedy actions that led to misconduct.

Suspension: For serious misconduct, students can be suspended from the college community. The Committee can decide whether a suspension is for a course or courses. Courses in the current semester from which a student is suspended shall be graded “WF”.

Dismissal or Expulsion: In cases of more serious or repeated misconduct, a student may be temporarily dismissed for one or more semesters or permanently expelled from the college community. A student expelled under such circumstances is not eligible for readmission.
In determining the sanction to be applied, the Committee will consider, on a case-by-case basis and considering College precedents in similar cases, the following:

- The student’s class standing. (e.g. whether it is the student’s first year or not)
- Whether or not the student in question has a previous record of misconduct
- The severity of the infraction (e.g. in a plagiarism case, the extent of material plagiarised, or the level of the course, e.g. 200 or 300-level)

Exacerbating and mitigating circumstances shall be considered at the Committee’s discretion. The sanctions are warning probation, suspension and expulsion.

Within a week of the hearing, a letter is sent to the student informing the student of the decision reached. He or she shall be notified of his or her right to appeal the decision and of the procedure to be followed.

All letters of sanction will be retained in the Student Conduct File until graduation. For transfer students, a copy will be included with the transcript. Sanctions of suspension and expulsion will appear on the student transcript.

The secretary of the Committee keeps an anonymous list of the disciplinary cases of the last four years on file indicating the given sanction, to ensure consistency in the sanctioning of misconduct.

The student, instructor and administrator each have the right to appeal a decision of the Student Conduct Committee to the Dean. The appeal must be in written form and contain substantive arguments. As long as an appeal is pending the sanction does not take effect. The appeal must be received by the Office of the Dean within one week of the student’s notification of the sanction imposed by the Student Conduct Committee.

In the case of an appeal, the Dean hears the parties involved. He or she is responsible for the final review of the appeal in a reasonable time period and for notifying the student and Student Conduct Committee of the decision and its rationale. The Dean’s decision is final.

Other cases of student misbehaviour may also be brought to the Student Conduct Committee. These may be communicated in writing to the Chairperson by faculty, staff, or students. The procedures are similar to those for academic dishonesty.

**Academic Standing**

At the end of each semester the Student Academic Standing Committee assesses the class standing and performance of each student.

Students who drop out of any or all of their classes after the drop deadline, without providing any acceptable reason for termination, are discussed at the end-of-semester Student Academic Standing Committee meeting and treated as would any regular student, based on grades received.
Class Standing

The number of credits earned by a student at any given time determines the student’s class standing. Class standing determines eligibility for certain courses and programmes. There are six standings:

- **first-year first semester** (FY1) less than 30 ECTS credits
- **first-year second semester** (FY2) 30-59 ECTS credits
- **second-year first semester** (SY1) 60-89 ECTS credits
- **second-year second semester** (SY2) 90-119 ECTS credits
- **third-year first semester** (TY1) 120-149 ECTS credits
- **third-year second semester** (TY2) 150 ECTS credits or more

Dean’s List

Each semester students who have performed exceptionally well are placed on the Dean’s List. To be put on the Dean’s List the student must have achieved a semester grade point average of at least 3.4, have earned 24 ECTS credits or more at the College, and have no disciplinary sanction or notification of academic dishonesty on file. Part-time students who are working toward a degree are accepted on the Dean’s List if they have a cumulative grade point average of at least 3.4 over two consecutive semesters during which they acquired at least 24 ECTS credits. Students who have an incomplete grade at the conclusion of the semester are placed on the Dean’s List only if they have completed at least 24 ECTS credits with a semester grade point average of at least 3.4 and maintain that grade point average after receiving grade(s) for the incomplete course(s). Earning a place on the Dean’s List is recorded on the student’s transcript.

Academic Probation

Students with poor academic performance in a given semester are warned by being placed on academic probation. Students who are on academic probation may only take a maximum of 24 ECTS credits. Their progress is closely monitored to help them improve their performance. A full-time student is placed on academic probation if any of the following conditions are fulfilled:

a) the student’s semester GPA is below 2.0
b) the student’s cumulative GPA is below 2.0
c) the student has not earned a minimum of 48 ECTS credits in two consecutive semesters

For part-time students only conditions a) and b) apply.

A full-time student on academic probation who earns a semester GPA and a cumulative GPA of at least 2.0 during the semester, and has earned a total of at least 48 ECTS credits during the current and previous semesters is removed from academic probation. For part-time students, only the conditions on the GPA apply in order to be removed from academic probation. A student who does not meet the conditions for removal from academic probation may be dismissed.
Dismissal

Students with sustained or seriously poor academic performance may be subject to dismissal from the College. A student with a semester GPA below 1.3, even if not previously on academic probation, may be dismissed immediately. The Student Academic Standing Committee considers and rules on each case of dismissal individually. A student may ask the SASC to review the dismissal within five days of the notification of the decision. The request must be submitted in writing. If the request is not motivated by substantive arguments, the student will be notified in writing that it has been refused. The student may then, within five working days of receiving notification from the SASC Chair, appeal to the Dismissal Appeal Committee, composed of the department chairs and the Dean (or the Dean’s representative). There is no appeal from the DAC’s final decision.

Readmission after Dismissal

A student who has been dismissed for academic reasons may apply for readmission upon the following conditions:

- at least one regular Vesalius College semester must elapse before applying for re-admission
- an application for re-admission must be submitted in writing to the ASC. It must contain documentation of activities, usually serious academic study, demonstrating the student’s fitness to resume studies at the College, as well as a personal statement that explains the motivation for continuing studies here. This request must be submitted before the end of the semester preceding the re-admission date.

Students who have been readmitted are placed on special academic probation. To regain normal standing they must take and pass, in the current semester, 24 ECTS credits with a grade point average of at least 2.0. If these conditions are not met, the student may be dismissed. The Student Academic Standing Committee considers and rules on each case individually.

Going Part-Time

A full-time student who desires to go part-time during an on-going semester must petition the Student Academic Standing Committee to do so.

Taking a Leave of Absence

Students desiring to interrupt their studies for one semester or more may do so by requesting permission to take a leave of absence. They must do so in writing to the Head of Academic Administration before the start of the semester they desire to take the leave. A student who does not do so is deemed to have dropped out of the College and must apply for readmission to the Head of Academic Administration at least two weeks before the start of the semester in which the student hopes to return.
Grade Reports, Transcripts and Diplomas

Shortly after the end of every semester, the Head of Academic Administration makes semester grade reports available to all degree-seeking students. Official transcripts are provided for study-abroad students.

Transcripts

Upon receipt of a Transcript Request form, the secretary to the Head of Academic Administration will provide transcripts (official cumulative grade reports bearing the seal of the College). A Transcript Request form is available from reception or on the College’s website. There is a fee of €2.50 per official transcript requested and students should expect their request to take five (5) working days to process. Neither transcripts nor grade reports are given to students who have unresolved financial or admissions obligations.

Diplomas

The graduation diploma is a numbered official document issued by Vesalius College. Legally it can only be issued ONCE - no replacement document is possible. It is signed by the Chairman of the Board of Vesalius College, the Dean and the Chairperson of the Student Academic Standing Committee. Each diploma records the student’s name, the degree earned and the date of graduation. A graduate’s diploma will be available for collection IN PERSON.
AVOIDING PLAGIARISM

The following is adapted from “How To Avoid Plagiarism,” Department of English, Lafayette College.

The College will not tolerate academic dishonesty. Plagiarism is considered serious misconduct and is subject to severe disciplinary action. Your writing is expected to be your own, except for duly acknowledged borrowings. Plagiarism, the dishonest omission of such acknowledgment, makes another person’s fact, idea, opinion, line of argument or wording appear as your own, whether you copy it (use the exact words), paraphrase it (put it into your own words), summarise it or adopt its line of argument. Whatever the use, with or without quotation, each borrowing must be documented (common knowledge need not be documented, however.)

Here are some guidelines for avoiding the academic sin of plagiarism

Quotation

Even one or two words, if distinctive, must be identified as a quotation. Ordinarily, this is done by using quotation marks. A longer quotation, however, more than four lines of prose or two of verse should be set out as a block quotation, indented. (With block quotations, quotation marks are omitted as redundant.) Quotations must be reproduced with letter perfect accuracy, any additions or changes being carefully placed within brackets [like this] and any deleted matter being replaced by an ellipsis (three spaced dots).

Documentation

While a footnote is the most familiar acceptable form, there are a number of others. Proper documentation must show a book’s author, title, city of publication, publisher and date of publication, as well as under most systems of documentation the page(s) where the borrowed material occurs. For a periodical article, documentation will indicate author, article title, periodical title, volume number, year of publication and the page(s) containing the borrowed matter. Intentionally false documentation is, of course, dishonest.

If you have any doubt about whether documentation is needed, consult the instructor before handing in the paper. Err on the side of safety by fully documenting the sources.

Some examples

In order to clarify the boundaries between the acceptable and the unacceptable, consider the following sentences, all based on a passage from Paul Fussell, “The Stationary Tourist,” The Random House Reader. Ed. Frederick Crews. New York: Random House, 1981. 233-244.
In “The Stationary Tourist,” Paul Fussell contends that tourism “began more than a century ago, in England [when] the unwholesomeness of England’s soot-caked cities made any place abroad ... appear almost mystically salubrious, especially in an age of rampant tuberculosis” (233-34).

Direct quotation, documented. Acceptable.

The English considered foreign travel almost mystically salubrious according to Fussell (234).

Quotation without quotation marks. Unacceptable even though documented.

Tourism started more than a century ago in England. The great soot-caked cities were so unwholesome that any place abroad seemed almost mystically healthful by comparison (233-34).

Half-baked paraphrase: the original with a few words changed around. Unacceptable even though documented.

Paul Fussell believes tourism grew out of nineteenth century urban squalor: cities became so dirty and unhealthy that people took vacations to escape (233-34).

Complete paraphrase, documented. Acceptable.

Tourism grew out of nineteenth century urban squalor: cities became so dirty and unhealthy that people took vacations abroad to escape.

Paraphrase, undocumented. Unacceptable.
STUDENT SERVICES

For further information on items in this section see the Vesalius College website (www.vesalius.edu).

Libraries

Central Library - VUB Campus - Building C
Tel: +32 (0)2 629 25 05
www.vub.ac.be/BIBLIO/index_en.html
Opening hours during Academic Year:
Mon-Thu: 9:00 - 21:00
Fri: 9:00 - 19:00
Sat: 10:00 - 16:00

Main Library - ULB, Solbosch Campus - Building NB
Tel: +32(0)2 6502377
www.bib.ulb.ac.be

On the main VUB campus the central library--supporting the humanities, the social sciences and the natural and formalised sciences--provides collections for students in all curricular areas. Students have full access to books and other materials shelved in open stacks and may obtain assistance from the computer search and interlibrary loan services. Library holdings number more than 400,000 volumes and 2,800 periodicals, as well as access to many online resources.

Vesalius College students also have full access to the library facilities of the French-speaking Université Libre de Bruxelles (ULB). Registration may be done at the loan desk of the ULB library, Solbosch Campus - Building NB. The ULB has campuses adjacent to and close by the VUB main campus. Both libraries have made arrangements for reciprocal use of their collections.

Vesalius College students may also use The Royal Library Albert I (Koninklijke Bibliotheek van België/Bibliothèque Royale de Belgique), which is situated in the centre of Brussels and can be easily reached by public transport. Registration and an annual fee are required to use the Royal Library (note: there is no lending, only consultation on site).

Together, the three libraries have a collection of more than five million books. To avoid unnecessary travelling, prior consultation of their online catalogues is recommended.

Self-Study Centre

Location: Building F, Level 1

This centre provides a place for students to study and consult reference books, dictionaries and periodicals. There are also collections of slides and videos that complement the lecture courses. The centres also have computers and printers that students can use. No books, materials or equipment may be taken out of the centres.
**Computer Facilities**

Locations: Vesalius College: Pleinlaan 5 and VUB campus, building B, level 0 (B002 & B006); building E, level 1

Students have access to the VUB computer centres and to the dedicated computer room at Vesalius. Word processing, spreadsheet, database software and printers are available.

Each student also has a VUB computer account which can be activated after registering at Vesalius College. Linked to this account is an email address (http://webmail.vub.ac.be) and access to the online learning platform Pointcarré (http://pointcarre.vesalius.edu). They also have access to the VUB wireless network VUBnet using their dedicated VUB computer account. Instructions can be found on the Vesalius College website and in the orientation pack.

Students can keep track of their schedule and grades via the student portal (http://studentportal.vesalius.edu).

A data communications network, called VUBnet, connects most of the computer equipment available on the three VUB campuses. Fibre optic links and Ethernet cabling between all buildings provide for fast data transfers and easy access to local and remote servers. VUBnet ties into the Internet and, in particular, to Belnet, the Belgian Research network.

**English and Math Workspace**

The English and Math Workspace is a place where students who are struggling with language or math skills can come for assistance.

Students who wish to get this extra help with English can get in touch with the person in charge (to be confirmed). This person will deal with problems in English language, grammar and syntax, as well as with the structure and formatting of written assignments, research skills and bibliographies.

Numeracy assistance and tutoring are offered for statistics and mathematics. Students who wish to get this extra help can get in touch with the person in charge (to be confirmed).

**Learning Support**

Learning Support at Vesalius College offers limited administrative assistance to all students with medically documented special needs requirements, such as dyslexia and attention deficit disorder. The assistance is offered in the form of extra time allowed for final exams, if requested. Special Needs Students are given the option of taking their final exams at the same time as the other students in the class, in a separate classroom or with a separate proctor, and are allowed up to 50% extra time to complete their exams. For more information, please contact Ms. Louise Bond at lbond@vub.ac.be.
Counselling Service

The College Psychologist Alex Anghelou provides confidential help for students with personal concerns, which may or may not be related to their studies. Our professional psychologist helps students deal with their emotional, academic or relationship difficulties, as well as assisting them to overcome culture shock and homesickness. For students with special problems, our psychologist works closely together with a team of other qualified specialists. Appointments may be made by sending Alex an e-mail to: anghelou@gmail.com.

Career Service

Vesalius College employs a career counsellor, Mona Shair (vesalius@key2advance.com), to help students, especially those in their last year, to explore their career options and search for employment. Meetings and services are announced during the semester to students in their last year. This service includes CV and cover letter writing workshops, interview training and networking sessions and seminars.

Dining

Locations: Cafeteria, Sports Cafe (all on VUB Campus)

Reduced prices for students are available at the cafeteria upon presentation of the VUB student ID card. It offers a wide range of sandwiches upstairs and two complete menus from Monday to Friday, one vegetarian menu, pasta bar, salad bar and grill in the freeflow restaurant downstairs. These menus include soup, dessert and tap water.

Beyond the campus, there are numerous cafes, restaurants and “friteries” that cater to the student lifestyle.

Sports Facilities

All Vesalius students are permitted to make use of the VUB campus athletic facilities including track and field, weight room and swimming pool (for a fee). Additionally, Vesalius students may join VUB sports club teams. Facilities for the following sports are available at the VUB sports complex:

- Aerobics
- Badminton
- Basketball
- Boxing
- Bowling
- Diving
- Football (soccer)
- Gymnastics
- Judo
- Rock climbing
- Rugby
- Running
- Self-defence
- Squash
- Swimming
- Tennis
- Volleyball
- Weightlifting
- Yoga

85
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ABBREVIATIONS

This is a list of abbreviations you may frequently encounter during your studies at Vesalius College.

AC  Academic Core
AP  Academic Probation
AP2  Academic Probation Second
APR  Academic Probation Removed
APX  Extended Academic Probation
ART  Arts (& Civilization)
BA  Bachelor
BIO  Biology
BUS  Business
CC  Core Course
CL  Cum Laude
CMM  Communication
CMP  Computer Science
DAC  Dismissal Appeal Committee
DIS  Dismissed
DL  Dean’s List
DLR  Dean’s List Removed
DP  Deferred Payment
E  E-course = 6 credits
ECN  Economics
ECTS  European Credit Transfer System
ENV  Environmental Sciences
F  Failed
FE  Free Elective
FP  Full Payment
FRE  Failed but Retaken
FY1  First Year first semester
FY2  First Year second semester
G  Grade
GAR  General Academic Regulations
GPA  Grade Point Average
HIS  History
HUM  Humanities
IA  International Affairs
INC  Incomplete
INT  Internship
LAW  Law
<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
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<tbody>
<tr>
<td>LCH</td>
<td>Language Chinese</td>
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<td>LDU</td>
<td>Language Dutch</td>
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<td>LEN</td>
<td>English &amp; American Literature</td>
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<td>LFR</td>
<td>Language French</td>
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<td>LGE</td>
<td>Language German</td>
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<tr>
<td>MCL</td>
<td>Magna Cum Laude</td>
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<td>ME</td>
<td>Major Elective</td>
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<td>MR</td>
<td>Major Requirements</td>
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<td>MR-P</td>
<td>Major Requirements Principle</td>
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<td>MR-I</td>
<td>Major Requirements Intermediate</td>
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<td>MR-A</td>
<td>Major Requirements Advanced</td>
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<tr>
<td>MTH</td>
<td>Mathematics</td>
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<td>ND</td>
<td>Non Degree Seeking Student</td>
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<td>NSC</td>
<td>Natural Science</td>
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<td>P</td>
<td>P-course = 7,5 credits</td>
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<td>PHS</td>
<td>Physics</td>
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<td>PHL</td>
<td>Philosophy</td>
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<td>POL</td>
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<td>Study Abroad</td>
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# VESALIUS COLLEGE – ACADEMIC CALENDAR 2015 - 2016

<table>
<thead>
<tr>
<th>Fall Semester 2015</th>
<th>ACADEMIC EVENTS</th>
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<tbody>
<tr>
<td><strong>ORIENTATION</strong></td>
<td>Orientation for new students</td>
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<tr>
<td><strong>Fall Semester 2015</strong></td>
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<tr>
<td><strong>Week 1</strong></td>
<td><strong>Week 1</strong></td>
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<td>19 - 21 August</td>
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**ACADEMIC CALENDAR 2015 - 2016**

- **Fall Semester 2015**
  - **ORIENTATION**: 19 – 21 August
  - **Spring Semester 2016**
    - **ORIENTATION**: 13 – 15 January
  - **Summer Programme 2016**
    - **Week 1**
      - 23 May – 27 May
    - **Week 2**
      - 30 May – 03 June
    - **Week 3**
      - 06 June – 10 June
    - **Week 4**
      - 13 June – 17 June
    - **Week 5**
      - 20 June – 24 June
    - **Week 6**
      - 27 June – 01 July
    - **Week 7**
      - 04 July – 08 July

**ACADEMIC EVENTS**

- **First day of classes**
- **Late registration for all students**
- **Last day to drop a course (Withdrawal Pass)**
- **Mid-term exams**
- **Spring recess (no classes)**
- **Summer Programme 2016**
  - **Week 1**
    - 23 May – 27 May
  - **Week 2**
    - 30 May – 03 June
  - **Week 3**
    - 06 June – 10 June
  - **Week 4**
    - 13 June – 17 June
  - **Week 5**
    - 20 June – 24 June
  - **Week 6**
    - 27 June – 01 July
  - **Week 7**
    - 04 July – 08 July
Contact

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         1050 Brussels
         Belgium

in person  Pleinlaan 5
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          Belgium

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Fax:  +32 (0)2 614 80 50  Web:  www.vesalius.edu