



Learn Dutch and become a student in Flanders

# Dutch as a Foreign Language in an Academic Context

Preparatory One-Year Programme



University of Antwerp  
Linguapolis

# Table of contents

<i>Introduction</i>	3
1. Why join the Preparatory One-Year Programme?	5
2. Experiencing student life in Antwerp	7
2.1. The University of Antwerp	8
2.2. Your home at the heart of Europe	8
3. Is the Prep Year for me?	10
3.1. Target audience	11
3.2. Admission requirements	12
3.3. Study requirements	13
4. Overview of the programme	14
4.1. Programme content	15
4.2. Timeline	19
5. Quality assurance	20
5.1. Our approach	21
5.2. Our commitments	21
6. Practical information	23
6.1. Enrolment process	24
6.2. Tuition fee	29
7. Information for students who need a student visa	30
7.1. How do I enter higher education in Flanders?	31
7.2. How do I obtain a student visa?	33
8. Rejection and refund policy	34
9. Contact information	36
<i>Appendices</i>	
Appendix 1: Checklist for a successful enrolment	37
Appendix 2: Information for international degree students	38
Appendix 3: Campus map	39

# Introduction



Christine Engelen  
Director Linguapolis

Dear student

Learning Dutch is becoming more popular than ever!

Every year, Linguapolis welcomes more than 2,000 students who want to learn Dutch with us in various programmes. Doing this in just one year, as scheduled in the Preparatory One-Year Programme, is quite challenging. We sometimes call this Prep Year the 'Olympic Games' of our language courses. But we believe in our method, and in your abilities and motivation. More than 600 students have already preceded you since the start of the programme in 2002.

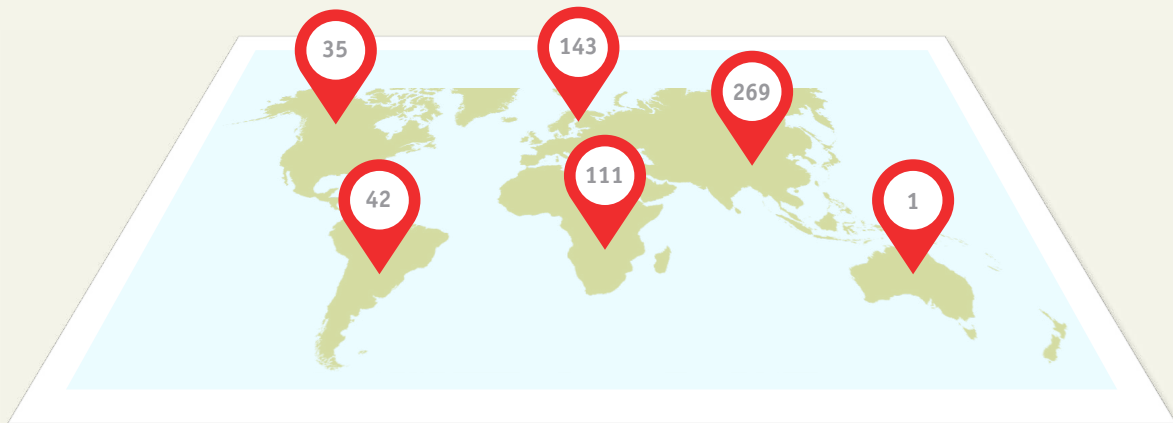
In the upcoming academic year, we celebrate the 20th anniversary of the Prep Year. Since 2002 we have welcomed between 30 to 55 students every year from all over the world. Our experienced language teachers not only coach you in your acquisition of the Dutch language, but also introduce you to Belgian society and higher education in Flanders.

You are welcome to join us to prepare for a study programme taught in Dutch at a Flemish university or university of applied sciences and arts, or if you have another reason to learn Dutch quickly and intensively. In this 20th edition, we want to give even more students the chance to immerse themselves in student life in Flanders.

This study guide will tell you everything you need to know about the programme: our didactic approach, the enrolment process, the study requirements and much more. We did our very best to update this brochure, but it can be subject to change. For the most recent information, please always [check our website](#).

Would you like to be part of this 20th edition and experience student life at the heart of Europe? Then read on, we hope to welcome you soon!

## Number of participating students per world region since 2002



North America: 35  
South America: 42

Northern Europe: 8  
Eastern Europe: 63  
Southern Europe: 33  
Western Europe: 39

Northern Africa: 55  
Eastern Africa: 8  
Central Africa: 35  
Southern Africa: 5  
Western Africa: 8

North Asia: 32  
East Asia: 64  
Central Asia: 12  
Southeast Asia: 35  
South Asia: 27  
Southwest Asia: 99



Meeting people from all over the world proved to be a unique aspect of this preparatory one-year programme. Everybody had his/her own story and brought different views, traditions, etc. This year gave me the possibility to carefully reflect on my future studies. I received a lot of information and I attended several lectures during the university's open days, during which I was able to learn more about what each faculty has to offer. Attending these classes enabled me to make a well-founded choice from the wide range of study opportunities at the Flemish universities.

**Haroun, Morocco**



# 1

## Why join the Preparatory One-Year Programme?



# Why join the Preparatory One-Year Programme?

The Preparatory One-Year Programme is taught by Linguapolis, the language institute of the University of Antwerp. The programme allows you to acquire Dutch as a foreign language for academic contexts in just one academic year.

Linguapolis organises Dutch courses in various programmes for more than 2,000 students every year. Based on scientific research and more than **30 years of experience**, Linguapolis has developed several methods to teach languages in an effective and motivating way. If you enrol in the Prep Year, you will find yourself in a stimulating environment and you will be guided by **highly skilled teachers**.

We promise lots of **interaction** and a results-oriented approach. In return we expect serious engagement from our students.

In no more than ten months you will be able to take **the Interuniversity Test for Dutch as a Foreign Language (ITNA)**, which serves as the final exam. By passing this test, you show that you have achieved at least **level B2** of the Common European Framework of Reference for Languages (CEFR).

Achieving level B2 means that you comply with the language requirements for **higher education** and can enrol in a study programme taught in Dutch at a Flemish university or university of applied sciences and arts.



'I was very impressed by the methodology which made the language sink in naturally. The pace is very good and intensive and Linguapolis provides a great number of extra materials. The online platform was terrific as well: I had all the phonetics at hand. Thank you very much, and please don't ever lower the quality. It is such a rare thing nowadays.'

Monika, Poland

Credits	60 ECTS
Number of years	1
Language of instruction	Dutch
Hours of daytime classes per week	15
Starting date	19 September 2022
Enrolment deadline	Before 1 March 2022 (student visa) Before 31 August 2022 (no student visa)
Tuition fee	€ 4,355 (EEA students) € 5,915 (non-EEA students)
Campus	Stadscampus
Faculty	Arts (Linguapolis, language institute)
More information	<a href="http://www.linguapolis.eu/prepyear">www.linguapolis.eu/prepyear</a>
Contact	<a href="mailto:prepyear@linguapolis.be">prepyear@linguapolis.be</a>



# 2

## Experiencing student life in Antwerp



# Experiencing student life in Antwerp

By joining the Prep Year, a thrilling student life in Antwerp lasting at least ten months awaits you. Find out why Antwerp is the right city for international and ambitious students like you.

## 2.1 The University of Antwerp

The University of Antwerp has about 22,000 students, which makes it the third largest university in Flanders. Around 16% of the students are **international** and come from all corners of the world, from Argentina to Zambia.

The University of Antwerp has high educational standards, internationally competitive research and an entrepreneurial approach.

It has **11 faculties**: Applied Engineering; Arts; Business and Economics; Design Sciences; Law; Medicine and Health Sciences; Pharmaceutical, Biomedical and Veterinary Sciences; Science; Social Sciences; Antwerp School of Education; and the Institute of Development Policy.

Antwerp is also home to four universities of applied sciences and arts. In total, the city has about 45,000 students.

If you want to know more about life on campus, discover these **facts, figures and rankings** or **watch this video** on YouTube!

## 2.2 Your home at the heart of Europe

Located in the heart of Belgium and Europe, the city of Antwerp is well known for its major international

port, world-famous diamond trade and fashion credentials. Antwerp played an important role in the **political and cultural history** of Belgium and the Netherlands, also known as the Low Countries.

Antwerp is a charming city with many excellent museums and a large cultural heritage. With **more than 2,000 bars and restaurants** and a number of varied, multicultural districts, Antwerp is an ideal city for international students.



‘Over the years, my interest in computer science has grown. I wondered who the best programmer in the world was, so I read a lot about Dries Buytaert. He became my idol in the field of information technology. Since he successfully graduated from the University of Antwerp, I decided to study at the same university. When I arrived in Belgium, I was not only fascinated by the culture, but also by the architecture. In my opinion, the most beautiful building is the MAS.’

**Komronjon, Tajikistan**

*The Mas*

*Central station*





## Testimonials from international degree students

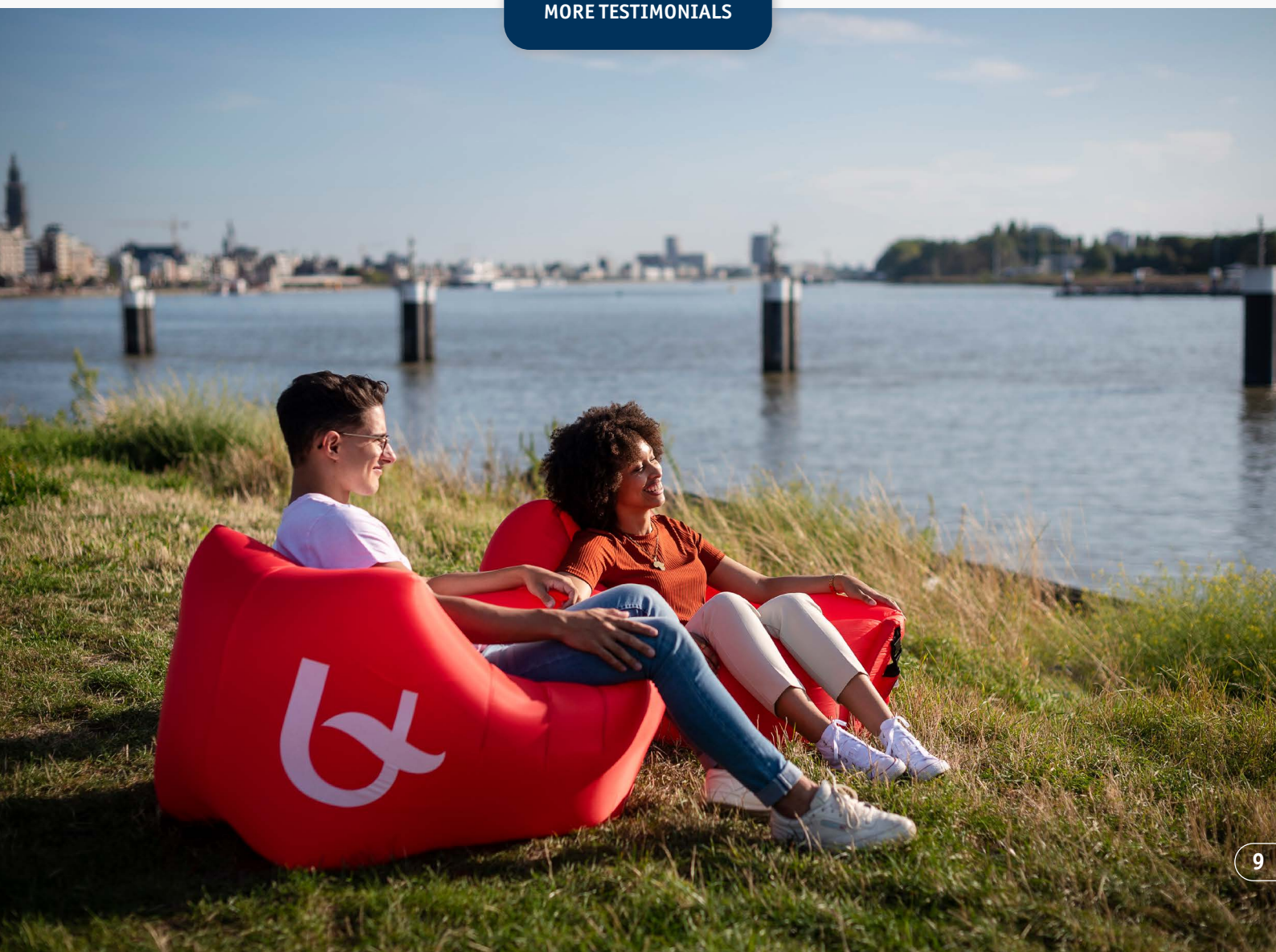
'Joining UAntwerp is a huge challenge since the level of education is quite high, but it's definitely worth the effort. The academic staff is very professional and eager to share their expertise. Your stay in Antwerp will undoubtedly be one of the best experiences of your life. If you want to attend a party in my country you have to wait until the weekend, but here there are student parties every day. I will go back to Ecuador with a European degree in my pocket which is a great asset. My master degree from UAntwerp allows me to become a university professor in my country.'

**Geraldo, Ecuador**  
studied Master of Computer Science at  
UAntwerp

'What I really like about studying here is the international environment: my fellow students come from all over the world. That's something you just don't find in Italy. Maybe it's because Belgium is more central, and the programmes and also the faculties themselves here are well organised and therefore attract a lot of students. Besides the better organisation, the biggest difference is probably the practical approach to my field of study which I consider as real preparation for working life.'

**Andrea, Italy**  
studied Master of Business Economics at  
UAntwerp

[MORE TESTIMONIALS](#)



# 3

## Is the Prep Year for me?





# Is the Prep Year for me?

Learning to speak a new language at university level in just one year is quite a challenge. Not just for you, but for everyone. Because we want every participant to have a chance to succeed, we formulated the following admission and study requirements.

## 3.1 Target audience

If you are a **non-Dutch-speaking student**, and you want to prepare for a study programme taught in Dutch in higher education, you are welcome to participate in our Prep Year. Since its start in 2002, we have welcomed between 30 to 55 students every year from all over the world. The student group usually consists of people from over 25 different countries.

The Prep Year is an **intensive full-time programme** and meets the requirements for obtaining a student visa. By applying, you enrol at the University of Antwerp. This means that you receive a student card and can use all of the university's facilities (library, student restaurants, sports facilities, etc.).

To make the most of the Prep Year, you have to make a few commitments.

### *Before coming to Belgium*

To help you get off to a good start, we provide you with relevant links to websites for self-study. This allows you to start learning some Dutch at home before the start of the programme.

### *During the programme*

The course is fast-paced, which means that you need to absorb a lot of information in a short amount of time. That is why you must be familiar with foreign language learning.

Even with an effective study method, learning a new language cannot be achieved without considerable effort. This means you need to review the course materials before and after class during self-study. We recommend at least one hour of self-study for every hour of class.

You can also develop your Dutch language skills by practising in real-life situations. This is also why the period of online lessons for students who have not yet arrived in Belgium is limited.





### 3.2 Admission requirements

If you want to enrol in this programme, you must meet the following requirements in order to be admitted:

- You must have **completed secondary school successfully**. Your secondary school qualifications must be sufficient for enrolment at university in the country where the qualifications were obtained. Read further on page 25 if you have not yet obtained the qualifications required.
- You will need to have achieved an **intermediate level of knowledge of English**, corresponding to level B1 in the Common European Framework of Reference for Languages (CEFR). (See the table below)
- If you are a native speaker of English and/or if you attended a secondary school where the language of instruction was English, you will need to prove **experience of studying a European language as a foreign language\***. This can be either at school or as an extracurricular course (with a minimum of 50 hours). Our teaching method is based on the assumption that students are familiar with **foreign language learning**.

\* A foreign language is a language that is neither the student's mother tongue nor the language of instruction used at their secondary school.

	A1	A2	B1	B2	C1	C2
understanding			<b>Listening:</b> I can understand the main points of clear standard speech on familiar matters regularly encountered in work, school, leisure, etc. I can understand the main point of many radio or TV programmes on current affairs or topics of personal or professional interest when the delivery is relatively slow and clear. <b>Reading:</b> can understand texts that consist mainly of high frequency everyday or job-related language. I can understand the description of events, feelings and wishes in personal letters.			
speaking			<b>Spoken interaction:</b> I can deal with most situations likely to arise whilst travelling in an area where the language is spoken. I can enter unprepared into conversation on topics that are familiar, of personal interest or pertinent to everyday life (e.g. family, hobbies, work, travel and current events). <b>Spoken production:</b> I can connect phrases in a simple way in order to describe experiences and events, my dreams, hopes and ambitions. I can briefly give reasons and explanations for opinions and plans. I can narrate a story or relate the plot of a book or film and describe my reactions.			
writing			<b>Writing:</b> I can write simple connected text on topics which are familiar or of personal interest. I can write personal letters describing experiences and impressions.			

### 3.3 Study requirements

We expect you to meet a number of study requirements.

#### Practical requirements

In order to use the e-learning platform properly, you must have **access to a computer** with an internet connection. A smartphone does not suffice.

#### Academic conditions

- You are expected to process the course materials before and after class using self-study and distance learning.
- Linguapolis does not offer any remedial teaching; neither do the teaching staff.
- We will assess the programme components separately and continuously. You will receive individual feedback.

#### Attendance requirements

- The Prep Year is a full-time study programme. The study load requires complete dedication to the programme.
- You are expected to attend all classes for the duration of the programme. This also applies if you start the programme online.
- If you miss a class, it is your own responsibility to catch up.
- The teachers will keep a record of students' attendance. In the event of any long-term absences that were not communicated beforehand, the student concerned may be expelled from the course. The Ministry of Foreign Affairs will be notified when student visas are involved.



'I enjoyed learning Dutch and I learnt a lot about Belgian society in the classes. Antwerp is a great city with lots of things to do: museums, restaurants, pubs, shops, etc. There is an international atmosphere. Even though I had to study hard, I had a great time.'

**Alexa, Colombia**



'For me Dutch is a very difficult language but at the same time a very beautiful one. I really enjoyed working with the Linguapolis online materials. I would advise future students to work very hard. They should also try to make Belgian friends to practise the language.'

**Naomi, Kenya**

# 4

## Overview of the programme





# Overview of the programme

One year of full-time and intensive study will help you establish and perfect your knowledge of the Dutch language. Discover what your classes and year will look like.

## 4.1 Programme content

The Prep Year is a full-time study programme (60 credits). It consists of **480 contact hours**. The lessons take place at the **University of Antwerp's Stadscampus** in the city centre.

The campus is **easily accessible** by bike or public transport. [Watch this video](#) to discover your future campus.


On average, the programme has 15 hours of daytime classes per week. It consists of a combination of **Dutch language classes** (*Language Acquisition*)

and three modules which are designed to deepen your knowledge about studying in Flanders:

- *Academic Study Skills;*
- *Dutch Phonetics and Pronunciation;*
- *Culture of the Low Countries.*

The classes take place on campus with Dutch as the language of instruction from day one. We use English to give information at the beginning of the programme, and the Welcome Week is also in English. If there are any questions, the students can contact the teachers in English, but we encourage the use of Dutch whenever possible.

SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
			Language Acquisition (45 credits)						
LEVEL 1		LEVEL 2		LEVEL 3		LEVEL 4		LEVEL 5	



## Language Acquisition (45 credits)

*Language Acquisition* is divided into five levels.

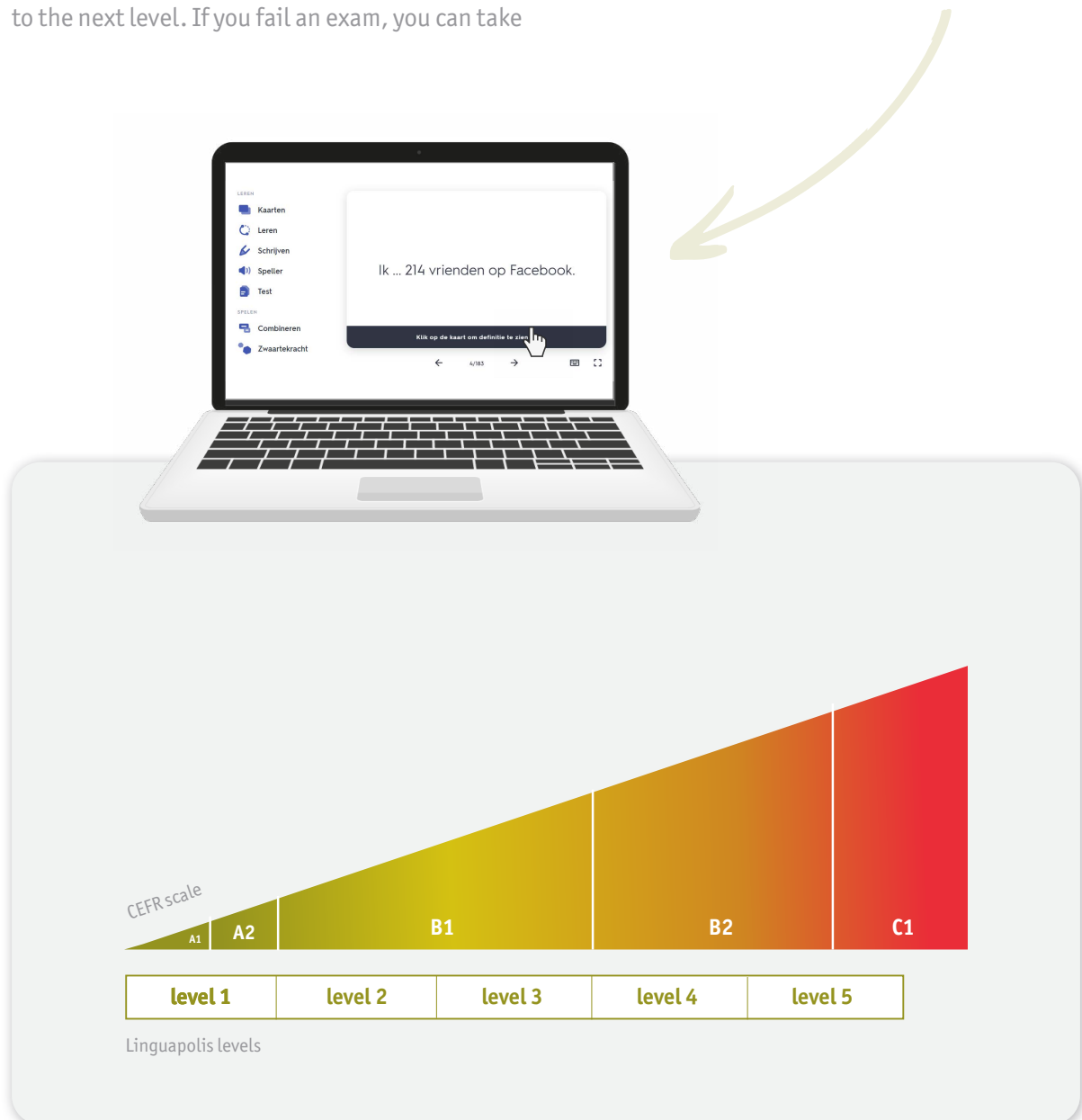
These classes help you acquire the building blocks of the Dutch language in an effective, communicative way. The lower levels focus on basic vocabulary and grammatical structures. Levels 3 and above cover more abstract vocabulary and complex grammatical structures. You can find [more information about the CEFR-scale on this webpage](#).

At the end of each level, there is an exam. Please bear in mind that you must pass the exam at the end of each language level before you can move on to the next level. If you fail an exam, you can take

it again one week later. If you fail the exam again, you will need to repeat the level. This means that you will not be able to complete all five language levels during the programme.

The final exam after Level 5 is the **Interuniversity Test of Dutch as a Foreign language (ITNA)**. If you pass this exam, you meet the CEFR level B2 language requirement set by universities and universities of applied sciences and arts in Flanders.

The *Language Acquisition* course has its own platform for doing exercises called **LinguaPLUS**.





*Academic Study Skills* is divided into two modules.

The first module focuses on helping you improve your Dutch language skills through guided self-study. The second module helps you to improve your academic skills, such as summarising texts and giving presentations.



This module helps you deal with difficult aspects of speaking Dutch: intonation, rhythm, recognising different sounds and learning to pronounce them correctly.



SEPT

OCT

NOV

DEC

JAN

FEB

MAR

APR

MAY

JUN

### Culture of the Low Countries (4 credits)



This last module gives you an introduction to the culture of Belgium and the Netherlands. The classes focus especially on the region of Flanders, where Antwerp is located. The classes include both lectures and cultural activities such as museum visits, a theatre evening, a Christmas party and a trip to the nearby **city of Ghent**.

You can find more details about the programme on [this webpage](#).

SEPT

OCT

NOV

DEC

JAN

FEB

MAR

APR

MAY

JUN

### Participation in Taalmaat

From November onwards, you can participate in *Taalmaat*, the language buddy programme that matches Prep Year students with Dutch-speaking university students from different faculties. With *Taalmaat* you get to practise everyday Dutch with peers in informal contexts and realistic settings. The project gives you a taste of student life in Antwerp. It also a great way to prepare for your studies in Flanders.

*'I coordinate the Taalmaat buddy programme where the Prep Year students practise their Dutch with native Dutch-speaking university students, and make new friends. Together, the buddies and Prep Year students do what all students do: have a coffee on campus, chat over a video call, talk about student life in Belgium, go to a lecture together, do sports or play games, etc., but all in Dutch! I find it amazing to watch the language-learning process from beginner to fluency, where language skills are developed during classes but also outside of class, thanks to Taalmaat.'*

**Maureen, Taalmaat coordinator**



## 4.2 Timeline

The first important date for the upcoming Prep Year is 1 December 2021. From this date onward, you will be able to submit an enrolment application online.

The deadline for submitting an enrolment application is **31 August 2022**. All online enrolment applications must reach Linguapolis before that date. Please keep in mind that if you require a student visa, you must submit your complete enrolment application **before 1 March 2022**.

The programme runs for an entire academic year. It starts with a **Welcome Week** on 19 September 2022 and ends on 30 June 2023. This Welcome Week includes information sessions, guided tours, ice-breaker games, etc. It is meant to give you a head start in Antwerp and at the university.

We strongly advise you to arrive in Antwerp at least one week before the Welcome Week starts, so you have some time to settle into your new environment. If you are not able to arrive in Belgium before the first day of the programme, due to reasons beyond

your control, you will be offered the chance to start the programme online. For administrative and didactic reasons, the duration of following online lessons must be kept to a minimum.

If you are not able to present yourself at our secretary's office by 7 October 2022 and attend the classes on campus (e.g. if you have not yet received your student visa, if you are required to stay in quarantine, etc.), you will no longer be able to participate in the programme (see chapter 6.1: Enrolment process).

There will be no classes during the following **holiday periods**:

- The Christmas holidays between 26 December 2022 and 8 January 2023
- The Easter holidays between 3 April 2023 and 16 April 2023

A second exam session will be held in September 2023 for students who did not pass the first time.



- **1 December 2021**: registration applications open
- **1 March 2022**: complete your enrolment if you need a student visa
- **31 August 2022**: complete your enrolment if you don't need a student visa
- **19 September 2022**: start of the Prep Year
- **7 October 2022**: ultimate deadline to arrive
- **26 December 2022**: Christmas holidays
- **3 April 2023**: Easter holidays
- **30 June 2023**: end of the Prep Year
- **September 2023**: retake exam possible

**APPLY NOW**

# 5

## Quality assurance





# Quality assurance

We take our role very seriously and will do everything we can to prepare you academically and linguistically. The quality of our programme is closely monitored by an academic Admission Board chaired by Professor Reinhild Vandekerckhove. Learn more about our approach and commitments.

## 5.1 Our approach

Contrary to popular belief, new languages can be learnt **rapidly and effectively**. Based on scientific research and years of experience, Linguapolis has developed several methods that work.

Our students are taught in stimulating environments and are guided by highly skilled, motivated teachers. The key characteristics of our programme are interaction, a results-orientation approach and high student engagement. We are a longstanding, trusted institution that takes language learning seriously.

## 5.2 Our commitments

### *Small groups*

Our groups consist of approximately 15 to 20 students. We do this to guarantee that our teachers can take an interactive, communicative approach in which all students' needs are addressed effectively.

### *Qualified and experienced language teachers*

All our language teachers are native speakers with master degrees in languages and teaching. They regularly participate in conferences and workshops on language teaching to keep themselves up-to-date with the most recent developments in language learning and teaching.

### *Active and communicative approach*

Our teaching approach is communicative, interactive and task-oriented. We make sure you can continuously interact with the other students. Therefore we expect you to actively participate in class.

### *Varied teaching methods*

We combine the best practices from classical and new teaching methods to ensure that you can access the target language in a way that works for you. We cater for different learning styles and strategies by offering a wide variety of input materials (clips, audio files, texts, etc.) and activities (dialogues, discussions, listening exercises, online grammar exercises, digital vocabulary cards, etc.). For all classes, we use both paper-based and digital learning materials.

### *All-encompassing digital platform*

On Blackboard, UAntwerp's e-learning platform, you can find all the information on classes and timetables. Teachers post overviews of the material covered in their lessons and the corresponding homework.

The platform also has a wealth of digital materials (explanation videos, links to interesting sites and extra material, correction keys for exercises, etc.). Through Blackboard, you can access LinguaPLUS, the platform for doing exercises for the *Language Acquisition* course.

### *Accuracy and correctness*

Besides communication and interaction, we also focus on accuracy and correctness. By focusing on these aspects, we prepare you for the high level of linguistic precision expected of you during your higher education.

You can [have a look at this video](#) to see how we teach. If you are curious about what an online lesson looks like, please [watch this video](#).



## Prep Year team

*'I've been helping the Prep Year students prepare for their higher education studies for several years now. The programme brings together a group of young people who share more than just the fact that they are learning Dutch. They also learn from each other, develop themselves and their knowledge of the world. Just like everyone else, they face problems and setbacks. We (the language teachers) try to help them wherever we can, but most of the time the students help and support each other. The programme is a starting point for lifelong friendships. Every year, I am amazed by their progress and their perseverance. I cherish the portfolios they make to document their progress in the Culture of the Low Countries course. The portfolios are very personal and the students get very creative. I feel so lucky to be able to coach these students as their language teacher. It has enriched my world too.'*

**Mieke, language teacher**

*'I am the coach of a team of great students! They work very hard and are often far from home. It's nice to see how they help each other and become a real group of international friends. The Prep Year is a major step for many students and they go through a lot of growth in just a year: not only in their Dutch but also personally. Each group of students is different, and it gives me great joy to help pave the way for their studies in Dutch.'*

**Lieve, language teacher**



*'I will never forget the Linguapolis teachers. They have been our "parents of Dutch". They taught me a lot without being too strict and their sense of humour made it easier to cope with the difficulties.'*

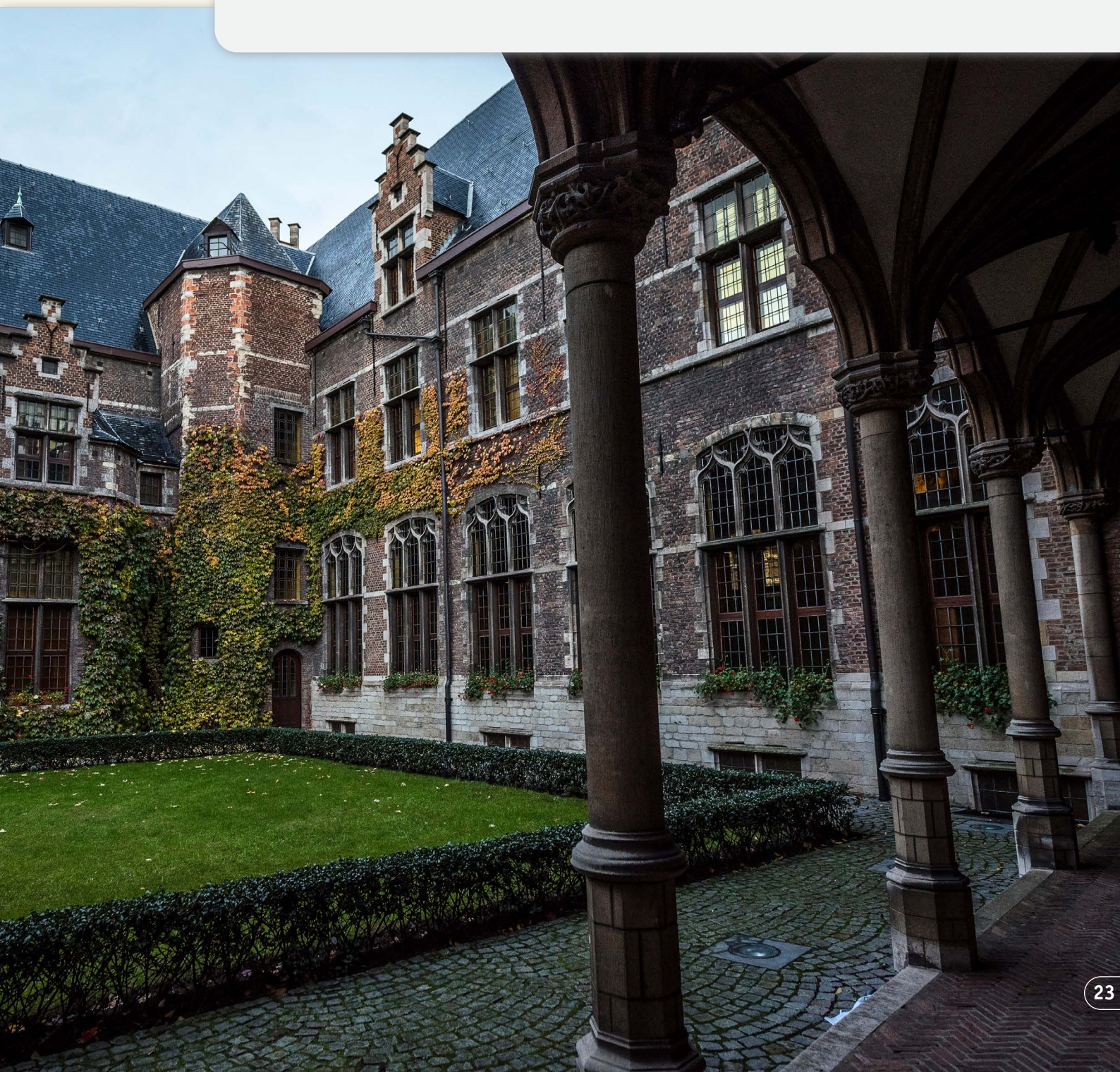
**Jan, Poland**





# 6

## Practical information





# Practical information

Read this chapter carefully to make sure your enrolment is complete and correct. We strongly advise you to gather all necessary documents in time. Practical information regarding obtaining a student visa can be found in chapter 7.

## 6.1 Enrolment process

For the 2022-2023 academic year, you can apply from 1 December 2021 onwards. There are seven steps to complete the enrolment process. You must submit a complete enrolment application and pay the advance fee of 2,000 euros before your application is considered.

Please be aware that, in order to obtain a student visa, you must prove your intention to enter higher education. You must first be accepted for a full-time Belgian study programme (taught in Dutch) for the 2023-2024 academic year as well (see Chapter 7: Information for students who need a student visa).

- 1 Enrolment application & advance fee
- 2 Interview
- 3 Providing legalised documents
- 4 Letter of Acceptance
- 5 Payment of the tuition fee
- 6 Letter of Admission
- 7 Your arrival

# 1

## Enrolment application & advance fee

Fill in the [online enrolment form in Mobility Online](#).

If you need a student visa, please submit your enrolment application **before 1 March 2022**. If you don't need a student visa, please submit your enrolment application **before 31 August 2022**.

In this form you will need to write down **your personal information and motivation**. You will need to upload the following documents to support the enrolment application:

- A copy of a valid passport or identity card;
- A copy of an original degree certificate with a translation into Dutch, French, German or English if the degree is in another language;
  - If you are enrolled in your final year of secondary education, you can submit a copy of an original and signed letter from your secondary school confirming that you are expected to complete the programme at the end of the current academic year. This document must also confirm that the qualification which will be obtained is sufficient to start university in the country concerned. Please also include an up-to-date transcript of recently acquired study results.
- A copy of the original academic transcripts with a translation into Dutch, French, German or English if they are in another language;
- Proof that you have studied English as a foreign language (if not mentioned on your diploma of secondary education);
- If your mother tongue is English, or the language of instruction in secondary school was English, you will need to submit proof of this and prove that you have studied another European language as a foreign language instead (with a minimum of 50 hours, this can be either at school or as an extracurricular course);
- Copies of other diplomas, degrees and/or certificates.

When you submit your enrolment application, you must also **pay the advance fee**. Otherwise your enrolment will not be processed or assessed. If you need a student visa, you must pay the advance fee of 2,000 euros before **15 April 2022**. If you don't need a student visa, the deadline is **31 August 2022**. We do advise paying the fee as soon as possible to ensure that your enrolment can be processed and assessed in time.

When you have completed this first step, your data and documents will be assessed. We will check your documents and the level and content of your degree(s). We will then formulate a recommendation about whether or not you should enrol in the programme. This process may take up to **4 weeks**. If the Admission Board accepts your enrolment application, you will receive an email and can proceed with step two.

It is not permitted to correspond with the Admission Board in the meantime. If you are not accepted into the programme at this stage, you will receive a refund, minus a cancellation cost of 250 euros (see Chapter 8: Rejection and refund policy).





## 2

### Interview

If your enrolment is accepted by the Admission Board, you will receive an invitation for an interview.

The following **topics** will be discussed during the interview:

- Your reasons for taking the programme;
- Your knowledge of what the programme involves;
- Your level of English: we will test to see if you have achieved the minimum level required (intermediate level - CEFR B1);
- Your interest in learning Dutch and how you started exploring the language.

Of course, you will also get the opportunity to ask questions about the programme at the end of the interview.

If you fail to demonstrate sufficient motivation or understanding of the programme, or if your level of English is insufficient, your enrolment will be rejected and a refund will be issued, minus a cancellation cost of 250 euros (see Chapter 8: Rejection and refund policy). Please remember that achieving the required level of English (minimum intermediate level - CEFR B1) is your own responsibility.

**We cannot give you a second chance to do the interview.** At the end of the interview, we will let you know if you succeeded. The same day, you will receive confirmation via email and instructions for the next steps.

This interview takes place via a **Skype video call** and will be recorded for future reference or for your identification.

## 3

### Providing legalised documents

If your interview went well, you can move on to the next step: providing legalised documents. This allows us to **verify the authenticity** of the degree(s), transcripts and translations you uploaded. Please **use the proper method** as outlined in the document on legalisations.

- If a translation is required, it must be carried out by a sworn translator and the translation should then be legalised.
- If you have not yet obtained your secondary school diploma at the time of enrolment application, you should send us the original copy (in English, French, German or Dutch) of the official confirmation from your educational institution that you are expected to finalise your secondary education at the end of the current academic year.

Once the qualification has been obtained, a **legalised copy** must be sent to Linguapolis before the start of the programme. Unless instructed otherwise, you can send the legalised copy by post or courier to the following address:

Mr Andy Vermeulen  
University of Antwerp - Linguapolis  
Prinsstraat 13  
2000 Antwerp  
Belgium

The deadline for submitting the legalised translations is **31 May 2022** for students who need a student visa, and **7 September 2022** for students that do not need a student visa.

Please take into account that the legalisation and translation of documents takes time and can be expensive. Submitted documents are never returned.

## 4

### Letter of Acceptance

Steps 1, 2 and 3 will determine whether your enrolment will be accepted. If you are accepted into the programme, you will receive a personalised Letter of Acceptance from Linguapolis for the 2022-2023 academic year.

You can download this letter from Mobility Online, the platform you used to fill out the application form. You can only use this letter **for administrative purposes** (see Chapter 7: Information for students who need a student visa).

If your enrolment is rejected, you will be informed of the reasons for rejection.

## 5

### Payment of the tuition fee

Now that you have received your personal Letter of Acceptance, you can start preparing your arrival and stay!

Before the start of the programme, you must **contact Mr Andy Vermeulen**, student administration officer at Linguapolis (see Chapter 9: Contact information). He will help you with the administrative follow-up and payment of the remaining tuition fee. You can contact him via email.

If there is suspicion of committing fraud (e.g. if someone else did the interview),

you will need to do the interview again upon arrival in Belgium. If the suspicion is confirmed, you will be denied admission.

In this case the advance fee will not be refunded and Linguapolis will inform the Belgian Immigration Office that you have not been admitted to the programme (see Chapter 8: Rejection and refund policy).

## 6

### Letter of Admission

If you are accepted and have paid the remaining fee, you will receive a personalised Letter of Admission from Linguapolis that can be used for **registration with the municipality**.

If you stay in Antwerp for longer than three months, you must register with the municipality's Department of Foreign Affairs within 8 working days of arrival in order to obtain a **residence permit**. The student administration officer at Linguapolis, Mr Andy Vermeulen (see Chapter 9: Contact Information), can help you with the registration procedure.

## 7

### Your arrival

We strongly advise you to **arrive at least one week before the Welcome Week** starts, so you have some time to settle into your new environment. If you are not able to arrive in Belgium before the first day of the programme, on 19 September 2022, due to reasons beyond your control, you will be offered the option of starting the programme online.

If you wish to start the programme **online**, you must:

- Pay the tuition fee in full before the start of the programme;
- Prove that you cannot arrive in Belgium by the start of the programme due to reasons beyond your control;
- Make every possible effort to come to Belgium as soon as possible;
- Keep the student administration officer at Linguapolis, Mr Andy Vermeulen, informed of your status.



## 6.2 Tuition fee

The tuition fee is 4,355 euros for EEA students\* and 5,915 euros for non-EEA students.

This fee includes all teaching materials. Please keep in mind that 2,000 euros of the fee must be paid in advance when the enrolment application is submitted. The enrolment will not be considered until the **advance fee** has been paid.

The balance, i.e. 2,355 euros for EEA students or 3,915 euros for non-EEA students, must be paid to Linguapolis before the start of the Welcome Week, which starts on **19 September 2022**. The remaining 2,355 euros or 3,915 euros can also be paid at our secretary's office at Kleine Kauwenberg 12, 2000 Antwerp. **We do not accept cash payments.**

Until the tuition fee, i.e. 4,355 euros for EEA students or 5,915 euros for non-EEA students, has been received in full by Linguapolis, admission to the programme is not complete and the Letter of Admission and student card will not be issued.

When transferring the fees, **please include the name of the student in the reference field**. Note that the party making the transfer is liable for all bank transfer costs.



\* **EEA students** are students who are citizens of a member state of the European Economic Area (EEA) (or those of a different nationality who have permanent residence status in Belgium, according to the categories of Art. II.215 of the Higher Education Codex).

**The member states of the EEA are:** Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Liechtenstein, Lithuania, Luxemburg, Malta, The Netherlands, Norway, Poland, Portugal, Romania, Slovenia, Slovakia, Spain, and Sweden.

KBC Bank  
Antwerpen Centrum  
Schoenmarkt 6  
2000 Antwerpen  
Belgium

**Beneficiary:**  
Universiteit Antwerpen  
Linguapolis  
Prinsstraat 13  
2000 Antwerpen  
Belgium

IBAN: BE29 7340 5096 9364  
BIC: KREDBEBB



# 7

## Information for students who need a student visa



# Information for students who need a student visa

If you want to enter higher education in Flanders, you have several options. In this chapter you discover what your options are: from bachelor or master programmes to undergraduate programmes. You also find out more about the procedure of obtaining a student visa.

## 7.1 How do I enter higher education in Flanders?

### *Enrolment at University of Antwerp*

If you want to apply for a bachelor or master programme at the University of Antwerp in the 2023-2024 academic year, you should first [enrol at this webpage](#).

If a certain level of Dutch is required in order to be admitted to the programme, you will be forwarded to a sub-form for the Preparatory One-Year Programme 2022-2023. It is not necessary to submit a second (separate) enrolment application for the Dutch language programme.

For more information about enrolment at the University of Antwerp for the 2023-2024 academic year, candidates are advised to contact [the Registrar's Office of the University of Antwerp](#):

Registrar's Office  
Stadscampus - Building S - Room S0.18  
Lange Sint-Annastraat 7  
2000 Antwerp  
Belgium

For more information about international degree students at the University of Antwerp, please [visit this website](#).

For more information about the undergraduate programmes offered by the University of Antwerp, you can contact the **International Students Office**.

Telephone: +32 3 265 31 89  
Email: [internationalstudents@uantwerp.be](mailto:internationalstudents@uantwerp.be)

### *Enrolment at AP University of Applied Sciences and Arts*

If you want to apply for an undergraduate programme at the Artesis Plantijn (AP) University of Applied Sciences and Arts in the 2023-2024 academic year, you should first enrol at AP. The link to the online enrolment form can be found at: [www.linguapolis.eu/prepyear](http://www.linguapolis.eu/prepyear).

If a certain level of Dutch is required in order to be admitted to the programme, you will be forwarded to a sub-form for the Preparatory One-Year Programme 2022-2023. It is not necessary to submit a second (separate) enrolment application for the Dutch language programme.

### *Enrolment at KdG University of Applied Sciences and Arts*

If you want to apply for an undergraduate programme at the Karel de Grote (KdG) University of Applied Sciences and Arts in the 2023-2024 academic year, you should first enrol at KdG. The link to the online enrolment form can be found at: [www.linguapolis.eu/prepyear](http://www.linguapolis.eu/prepyear).

If a certain level of Dutch is required in order to be admitted to the programme, you will be forwarded to a sub-form for the Preparatory One-Year Programme 2022-2023. It is not necessary to submit a second (separate) enrolment application for the Dutch language programme.



## Enrolment at another Flemish university or university of applied sciences and arts

For more information about the undergraduate programmes offered by other Flemish universities or universities of applied sciences and arts, you can contact the institution concerned.

You can find an overview of universities and universities of applied sciences and arts in Flanders at [www.studyinlanders.be](http://www.studyinlanders.be).

### Six good reasons why studying at one of the higher education institutions in Flanders is a smart choice



Excellent higher education



Excellent price/quality ratio



Open and multilingual society



Economically strong region



At the heart of Europe



High quality of life

## 7.2 How do I obtain a student visa?

First and foremost, be aware that obtaining a visa takes time. We strongly advise you to **start the visa procedure as early as possible**. This procedure is your own responsibility; we cannot assist.

In order to obtain a visa, you must prove your **intention to enter higher education**. This means that you must enrol in a full-time study programme taught in Dutch in Flanders for the 2023-2024 academic year.

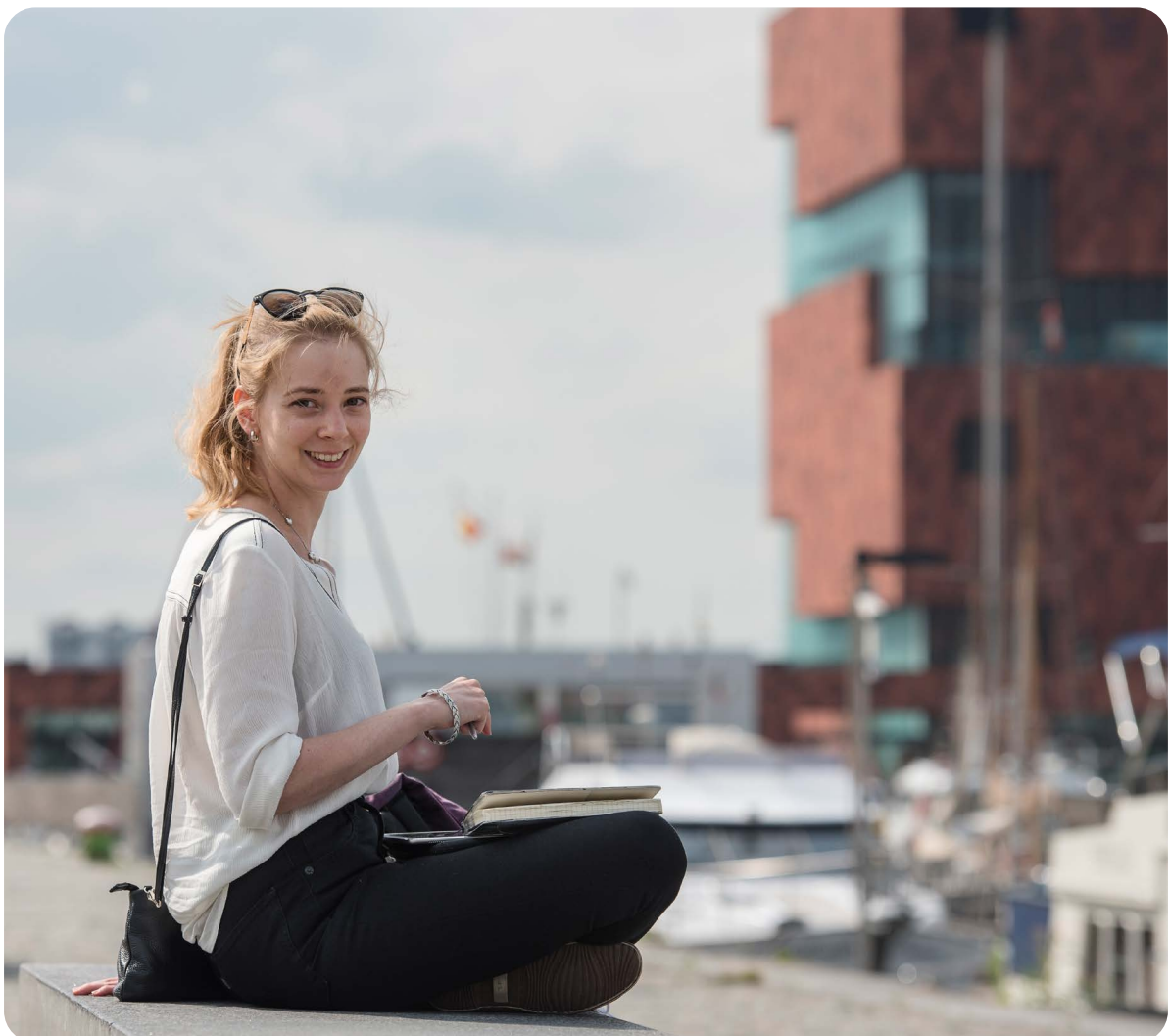
You need to submit **two Letters of Acceptance**:

- One for the Preparatory One-Year Programme: Dutch as a Foreign Language in an Academic Context for the 2022-2023 academic year (to be submitted to Linguapolis) and;

- One for the undergraduate degree you intend to start in the 2023-2024 academic year (to be submitted to the Flemish university or university of applied sciences and arts in question).

After having received both Letters of Acceptance (one from Linguapolis for 2022-2023 and one from the institute organising the undergraduate degree starting in the 2023-2024 academic year) you can start the procedure for obtaining a student visa.

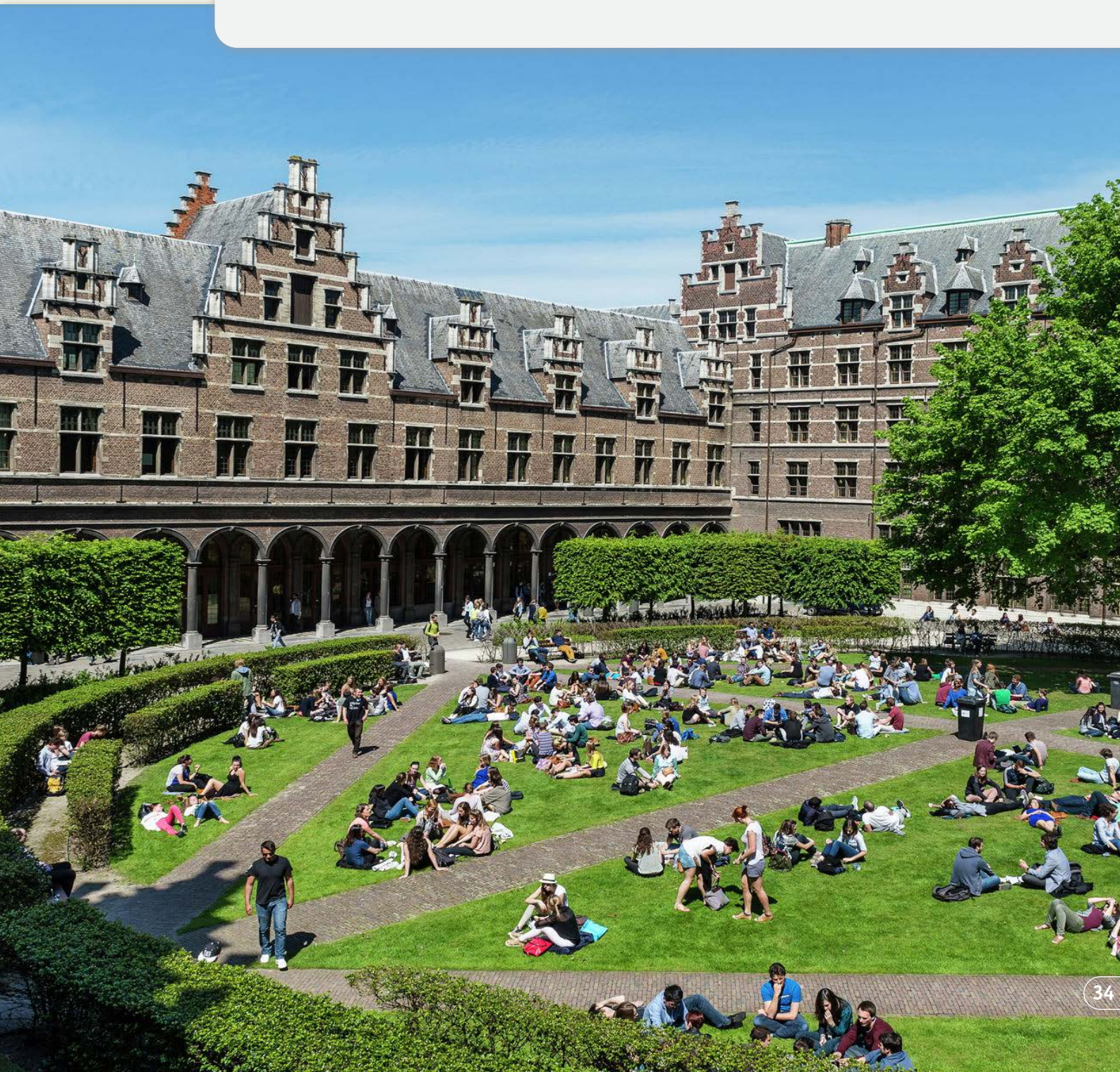
For more information about the student visa (Type D) and how to demonstrate that you have sufficient means of subsistence, you can [visit this webpage about visas and permits](#).





# 8

## Rejection and refund policy





# Rejection and refund policy

Whether or not you can get a refund depends on when you cancel your enrolment. Please read the conditions below carefully.

## During the enrolment process

During the enrolment process, the advance fee of 2,000 euros minus 250 euros cancellation costs will be refunded if the enrolment is rejected due to one or more of the following reasons:

- You haven't provided some of the required information;
- You don't have the minimum qualifications;
- Your level of English is insufficient;
- You have not studied any other European languages (if you are a native speaker of English and/or if you attended a secondary school where the language of instruction was English);
- You fail to demonstrate sufficient motivation or understanding of the programme.

If the information provided on your enrolment application is misleading, incorrect, misrepresented or fraudulent, the advance fee of 2,000 euros will not be refunded.

## After the Letter of Acceptance has been issued

After the Letter of Acceptance has been issued, refunds can only be made if you are unable to obtain a temporary residence visa for students.

You will need an official document from the embassy as proof. This official document needs to be submitted **before 1 November 2022**, after which the advance fee of 2,000 euros will be refunded minus 250 euros for cancellation costs. The advance fee will not be refunded if we have not received this official document before 1 November 2022.

If you request a refund for any other reason, and if you support the request with official documents, Linguapolis will make a decision in good faith. We will automatically inform the **Belgian Immigration Office** whenever a student who was initially accepted cannot be admitted to the programme.

## When you have already arrived in Antwerp

When you arrive in Antwerp, it is possible that **your level of English** might be tested again. If fraud is detected, you will be denied admission to the programme. In this case, the advance fee of 2,000 euros will not be refunded.

Please note that we will then inform the **Belgian Immigration Office** that you have not been admitted to the programme.

## Once you have started classes

Once you have started classes, no refunds are possible. There is only one exception to this rule.

If you start the programme online and if you are unable to come to Belgium in time to participate in the lessons, we will refund part of the tuition fee:

- 3,265 euros for EEA students
- 4,435 euros for non-EEA students

The following conditions must be met:

- You started the programme online because you were unable to come to Belgium by 19 September 2022 due to reasons beyond your control;
- You have official proof that you were unable to come to Belgium in order to present yourself at our secretary's office by 7 October 2022 due to reasons beyond your control.

If you do not meet these conditions, or if you have already started attending the programme in Antwerp, you will not be entitled to a refund.

Please keep in mind that all bank transfer costs must be paid by you.

# 9

## Contact information



**Mr Andy Vermeulen**  
Student Administration Officer

+32 3 265 58 30  
[prepyear@linguapolis.be](mailto:prepyear@linguapolis.be)



**Ms Sabine Steemans**  
Course Director

+32 3 265 58 30  
[prepyear@linguapolis.be](mailto:prepyear@linguapolis.be)



**Secretary's office**

+32 3 265 48 03  
[info@linguapolis.be](mailto:info@linguapolis.be)

Universiteit Antwerpen - Linguapolis  
Kleine Kauwenberg 12  
2000 Antwerp  
Belgium

**Visit the Secretary's office?  
Please make an appointment  
with Mr Andy Vermeulen first.**



# Checklist for successful enrolment

**This brochure contains a lot of information, but we hope you have read each chapter carefully. To summarise, we compiled a checklist so you can check if you are prepared for enrolment. Ask yourselves these questions to find out if you're off to a good start!**

- ✓ Have I completed secondary school successfully or will I graduate before the start of the academic year?
- ✓ Is my knowledge of English at an intermediate level?
- ✓ Have I studied any other European languages (if I am a native speaker of English and/or if the language of instruction at my secondary school was English)?
- ✓ Am I motivated to engage myself in a fast-paced programme that requires a lot of commitment and daily self-study?
- ✓ Am I able to submit my enrolment application before 1 March 2022 if I need a student visa?
- ✓ Do I have all the right documents to submit my enrolment application, and am I able to provide legalised documents?
- ✓ Am I able to attend all classes starting from 19 September 2022 to 30 June 2023?
- ✓ Do I also want to acquire academic study skills, and learn more about Dutch phonetics and the culture of the Low Countries?
- ✓ Do I have access to a computer with an internet connection so I can use the e-learning platform properly?

**If you can answer yes to all of these questions, you are ready to submit your enrolment application. Welcome!**

**APPLY NOW**

# Information for international degree students

You can find further information about studying as an international student in Antwerp [on this webpage](#) or via the following links.

## Study at UAntwerp

- Study at UAntwerp: webinars
- How to apply to UAntwerp: webinars
- How to apply: starterkit
- Education offer
- Admission
- Enrolment
- Brochures
- Testimonials
- Meet us

## Before you come

- Welcome Week
- Starting at UAntwerp
- Scholarships
- Get started

## During your stay

- On arrival
- University regulations
- Facilities at the university
- Activities for international degree students
- Diversity at the university

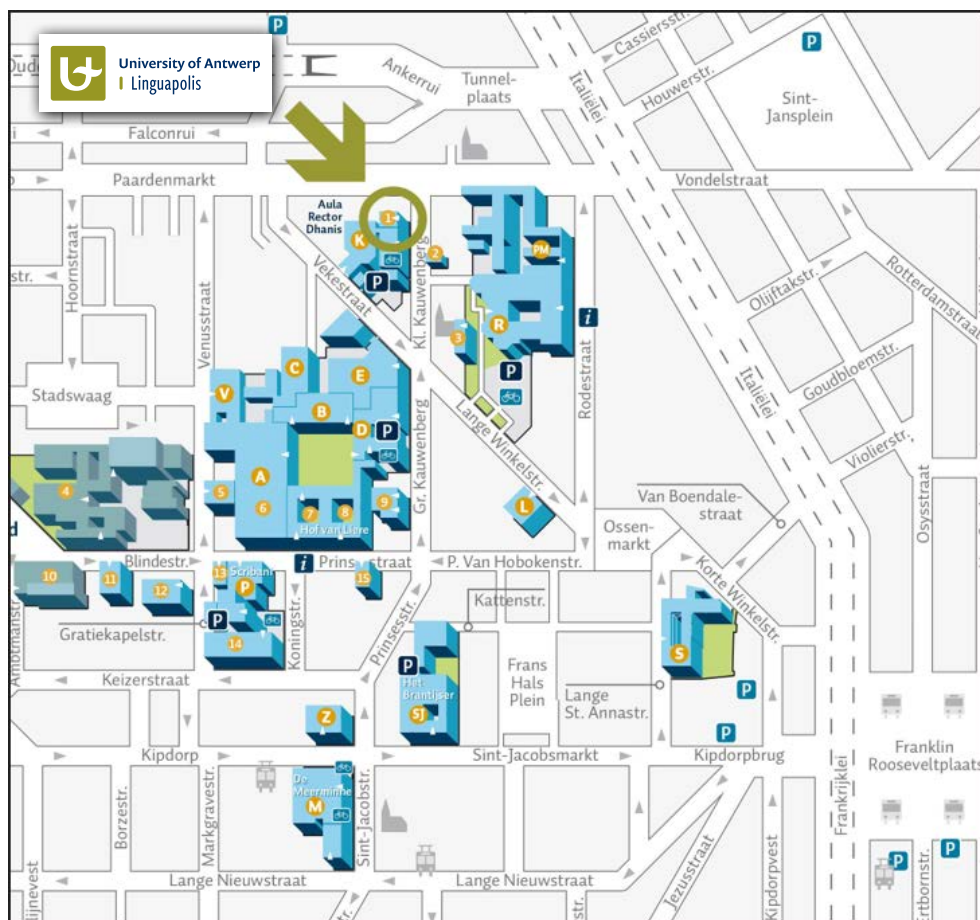
## After your studies

- Pre-departure formalities
- Working in Belgium
- Foreign recognition of your degree

**CONTACT UANTWERP**

# Campus map

You can find Linguapolis at Kleine Kauwenberg 12, 2000 Antwerp in Belgium.





Follow us  

## Contact us

[prepyear@linguapolis.be](mailto:prepyear@linguapolis.be)  
[www.linguapolis.eu/prepyear](http://www.linguapolis.eu/prepyear)



University of Antwerp  
| Linguapolis