



Creative Technologies & Entrepreneurship

Exchange programme

Academic guide 2023-2024

This unique programme is presented to you by the faculty of Science & Technology and is open for all students in the field of Multimedia, Industrial Sciences & Technology and Business Administration and Commercial Sciences or in a related field.

WHAT TO EXPECT?

The minor Creative Technologies & Entrepreneurship offers a selection of courses of the [professional bachelor Multimedia & Creative Technologies](#) a 3 years degree programme entirely in English.

Therefore, classes will be attended by both international degree students and exchange students, thus creating a real international experience. The programme is also open to Belgian students.

We offer a crossover of three domains:

- Entrepreneurial attitude
- Technical digital skills
- Creative thinking

This programme will attract anyone whose heart starts beating faster upon hearing the words entrepreneurship, ground-breaking multimedia and imagery. Expect the unexpected!

As the world is rapidly changing, companies are eagerly searching for skilled people, young urban potentials, ready to take on the world. This course will give you the chance to refine your creative, technological and entrepreneur skills.

The programme is composed of two clusters with each three mandatory courses, centered around the topics :

- Digital Media Production
- Technology & Entrepreneurship

In these courses creative skills, technology and entrepreneurship will be combined. You can complete your selection by picking two electives of your choice.

Dutch Foreign Language level 1A

The KdG offers also free Dutch language courses for all exchange students:

- Evening classes
- Courses take place at the Faculty of Management & IT at Campus Groenplaats, in the center of Antwerp

Please find the full course description at [Creative Technologies and Entrepreneurship | Karel de Grote Hogeschool Antwerpen \(kdg.be\)](#). When you click on a course you will see a global description of the course. For a more detailed course description please check our course catalogue [ECTS - Karel de Grote Hogeschool \(kdg.be\)](#).



How to create your learning agreement?

Please note the following important remarks concerning the composition of your Learning Agreement:

- You select a minimum of 20 credits
- You select a maximum of 35 credits
- The periods (terms) mentioned in our registration tool might be subject to changes
- You select the following six **mandatory courses** :
 - 2.1 Camera & Content Creation/ Digital Media Production 3 credits
 - 2.1 AV Postproduction/ Digital Media Production 3 credits
 - 2.1 Integration Project Digital Media Production 4 credits
 - 2.2 Proof of concept/Tech & Entrepreneurship 3 credits
 - 2.2 Online marketing essentials/Techn & Entrepreneurship 3 credits
 - 2.2 Integration Project Tech & Entrepreneurship 4 credits

- You can choose freely between the following **electives** (all 5 credits)
 - New Technology : What's Nxt ? P1 (2nd year)
 - Prototyping P1 (3d year)
 - New Product Development P2 (2nd year)
- **Prior knowledge:**

For the course 'Motion Graphics' we expect basic knowledge in graphic design
- The course **Dutch Foreign Language level 1A** for exchange students
 - is divided in two levels 1A1 and 1A2. The 1A2 is for German speaking students and the 1A1 is open to all other students
 - numbers are limited

WELCOMING DAYS

At the beginning of the semester, we organize three [Welcoming Days](#) for all incoming students. We strongly advise you not to miss these introduction days! A detailed programme will be sent to you several weeks before the start of the programme.

APPLICATION AND REGISTRATION

ENGLISH LANGUAGE REQUIREMENTS

As the entire programme is taught in English, you should master the English language sufficiently to participate actively in the courses. **Level B2 is strongly recommended.**

If you are not proficient enough in English to participate actively in the courses, there is always the risk of failing assignments or examinations. This is entirely the responsibility of the sending institution.

Students can take English (or other) language lessons on their own expense in the language center of the University of Antwerp ([Linguapolis](#)). Applications and fees are to be arranged directly with Linguapolis..

ACADEMIC RECOGNITION

In order to be able to measure and compare the learning achievements and to transfer them from one institution to another, the European Community has developed a tool which guarantees academic recognition: the European Community Course Credit Transfer System (ECTS). It is a credit system based on the students' workload which involves lectures, seminars and self-study. In other words, it includes all work needed to prepare for an examination. The basic allocation of the academic credit system is 60 credits per year of study or 30 credits per semester.

We only accept students who enroll for a workload of **20-30 ECTS credits** per semester.

Credits are awarded only when all required course examinations have been successfully completed. Grades are awarded using the local grading system of a score on 20 points. The local grades can then be converted following the ECTS grading system.

An official ECTS grading table will be sent to the home institution together with the Transcript of Records. The table below gives insight in our grading system.

ECTS grade	Descriptor	Score
A	Excellent	18-19-20
B	Very good	16-17
C	Good	14-15
D	Satisfactory	12-13
E	Sufficient	10-11
Fx	Tolerable failure	9
F	Complete failure	6
Not attended		NA
Pass with distinction		14
Pass		12
Fail		6

The home institution will be responsible for the full recognition of credits and grades awarded to the student.

HOW TO REGISTER?

After the deadline for nominations students will be informed about further registration. We use an online tool to register and follow up our student mobility. This tool is called Mobility Online.

In the workflow of Mobility Online, you'll need to complete different steps, starting with your registration. After you've registered you will have to complete the application details and add several documents. Once your application is approved, you are invited to compose and sign the Learning Agreement.

Each step will be checked and - if everything goes right - approved by the coordinator at KdG. The application is complete when you enter the step: [AI] Exchange confirmed by KdG.

All these steps have to be completed well **before arrival**.

- **Technical helpdesk** Mobility Online: international@kdg.be
- For **other questions** concerning Creative Technologies & Entrepreneurship, please contact us via incoming.sat@kdg.be

CHANGES TO THE LEARNING AGREEMENT

- Once Creative technologies & Entrepreneurship has started, students are allowed to change the Learning Agreement before the communicated deadline (see academic calendar).

TRANSCRIPT OF RECORDS

- We will upload the Transcript of Records and the Confirmation of Study Period in Mobility Online. Students can download it and hand it over to the coordinator of their home university.
- Information on the Grading Conversion Table and the procedure of the retake exams will be sent to the student by mail at the end of the study period.

ACADEMIC CALENDAR

▪ **Autumn Semester 2023 Creative Technologies & Entrepreneurship**

- Welcoming Days: 13 - 15 September
- Start classes term 1: 18 September
- Deadline changes LA: 6 October
- Half term holidays (1 week): 30 October - 5 November
- Examinations: 6-10 November
- Study week: 13-17 November
- Start classes term 2: 20 November
- Seasonal holidays (2 weeks): 25 December – 7 January
- Examinations: 15-26 January
- End of semester: 26 January
- Farewell event: To be decided

CONTACT DETAILS

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Campus of Technology & Engineering Salesianenlaan 90
B-2660 Hoboken Belgium

International office

Incoming.sat@kdg.be

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THE SET-UP OF CREATIVE TECHNOLOGIES & ENTREPRENEURSHIP

Period-based system:

- 1 year has 2 semesters: autumn semester (Sept-Jan) and spring semester (Feb-June)
- 1 semester is divided in 2 periods: 6 weeks of lectures + flex week + exam week

All timetables are published mid-September for the whole academic year and can be verified on:

<https://mijnrooster.kdg.be/> select: 'English'

select: 'Add timetable' select: '2023/2024'

select: 'Programme of Study'

type: 'Creative Technologies & Entrepreneurship' select: 'add timetable'

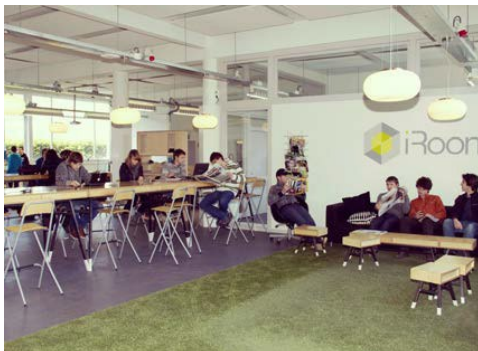
OR: log in with your KdG e-mail and password to see your personal timetable

Lectures take place from Monday to Friday between 8.00 a.m. and 6.00 p.m. and sometimes in the evening (hours are subject to changes). Lecture periods generally take 60 minutes. There is a 15 minute break after two periods. Students can have lunch in the cafeteria.

The campus is open on:

- Monday to Thursday: 7h30am – 7pm
- Friday: 7h30am – 7pm

NOTE: all services such as STIP, library, International Office, ICT service desk,... close earlier. The opening hours of the offices are available on campus.



ASSIGNMENTS AND EXAMINATIONS

Every lecturer decides which type of evaluation is appropriate for his/her course. You can find the specific course information online in our course catalogue on ects.kdg.be. Sometimes the scoring is based on a combination of several evaluations (e.g. post-assignment, group work, presentation, examination). The most common types of evaluation are:

- Intake test: in case there is a pre-assignment (e.g. reading articles or parts of a course book), a test at the beginning of the course can determine your level of knowledge;
- In-between assignments: used to evaluate on a regular basis (for regular courses);
- Post-assignments (e.g. paper, report): are to be sent in by e-mail (some weeks) after the course;
- Examinations: written examinations always take place at the end of a 6 week period.

The re-examinations will take place in the end of August/first week of September 2024. Re-examinations can be organized if mentioned in the course description in the following ways:

- Retaking assignments: conditions and practical arrangements: check the details in the ECTS study-guide;
- Retaking written examinations:
 - o Either in Karel de Grote University of Applied Sciences & Arts
 - o Or in the home institution, under supervision organized by the international office at the home institution. Date and hour will be announced by the Karel de Grote University College and the exam copy will be sent by e-mail to the coordinator of the International Office in the home institution. After the exam has been taken, the scanned copy should be sent by e-mail to the coordinator to Karel de Grote University of Applied Sciences & Arts;

The KdG Education and examination regulations are applicable on all exchange students and can be found on the KdG-website.

COURSE MATERIAL

Course materials depend on the courses for which students are registered. Books and syllabi will be available on our electronic learning platform 'canvas', in our library or in our Shop. The maximum cost will be around 50 euros.

STUDENT LIFE

Antwerp is a wonderful historical old town and a student friendly city, full of fun activities. There are a lot of theatres, cinemas, concert halls, museums such as Rubens House, Plantin and Moretus, Fine Arts, Modern Arts, Fashion and Middelheim. Antwerp has an exciting nightlife but also offers plenty of daytime activities.

Within the first few days after their arrival, students will receive a **student card**. This card grants reduction in sports centers, cinemas, cultural events, restaurants, at parties, etc.

Discover **Gate15**, the student house of Antwerp at www.gate15.be/en/

Furthermore, there are opportunities for entertainment organized by students' clubs: local student clubs and ESN, the [Erasmus Student Network](#)

If you want to meet the incoming students in advance, you can join the following Facebook [group](#)! Here you can also ask question to an international student who has been studying at KdG in the past. There are also some local students who lend their apartment while they are on their exchange themselves, so just post in the group if you are looking for a room.

Further don't forget to like the [International KdG Facebook page](#)



ACCOMMODATION

Students in Flanders usually rent single rooms in a student house and share kitchen, toilet and shower. One month's rent will then cost an average of approximately 400 euros. If you want to rent a room with private toilet, bathroom and cooking facilities, the price can go up to € 450 or more. Landlords (-ladies) usually ask a guarantee of one (or two) month's rent, returned at the end of the contract.

The best place to look for accommodation is [Kotweb](#). Set up by the city of Antwerp, STAN and higher education institutions, it aims to provide high-quality student accommodation and objective information for students. It also has a useful labelling system that informs you if a particular room meets Flemish legislation and fire safety standards. With more than 5,000 student rooms, it is also the largest database of student accommodation in Antwerp.

Ask a KdG student? If you want to ask a KdG student about types of accommodation, neighborhoods or student life, then you may want to join our [In&Out Facebook group](#).

When looking for accommodation, we recommend you do the following:

- ✓ Preferably search via Kotweb
- ✓ Found a room on Facebook? Check the address on Kotweb to see if it is indeed a student house
- ✓ Ask for the landlord's contact details and a copy of his or her ID before signing a contract or transferring money
- ✓ Questions about quality? Request a free quality survey by phone (+32 3 338 75 74) or email: studentenhuisvesting@stad.antwerpen.be. You can also contact Kotweb, STAN/GATE15, or Student Services with any questions.

Alternatively, you could also try the following Facebook groups:

<https://www.facebook.com/groups/614691192011467/>

<https://www.facebook.com/groups/216989432371337/>

But be careful for possible scams as these apartments/rooms aren't necessarily approved student accommodations. KdG is not responsible for any accommodation posted in our Facebook group, so please follow the steps mentioned above. 99% of students do not experience any problems, but it is better to err on the side of caution.

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INSURANCE

It is **compulsory** for all foreign students to have arranged their health insurance and third-party liability insurance by themselves before arrival. The validity of the insurances must cover the whole stay of the students.

Health insurance means adequate coverage for medical costs in case of illness or injury.

Third-party liability insurance covers you in case you are sued for compensation by a third party, where they feel that they have suffered a loss as a result of your negligence or carelessness. In case you are successfully sued by a third party, your third party insurance will cover the costs of damages awarded against you and of any legal costs that

you have incurred as a result of disputing the case.

Please check our information on [insurance](#)

For more information, please contact international@kdg.be.

BELGIAN IMMIGRATION

If you are from outside the EU (or some special cases like Switzerland), you will most likely need a visa to study in Belgium.

Do you need any documents for visa purposes from our side (i.e. acceptance letter or proof of solvency)? Let us know!

Some students also need a residence permit. Who has to register at the immigration office?

- All Non-EU students
- EU students who want to work, open a bank account or stay for two semesters or more

You can find all information about residence permits on our [website](#).

EU students who stay for one semester only and do not want to work do NOT have to register at the immigration office. Documents and questions need to be sent to international@kdg.be.

