KdG Partner Guide

International Student Applications

Thank you for helping students find their path to international education that aligns with their needs and backgrounds.

This guide outlines the technical requirements for applying to KdG's English-taught bachelor's programs.

Required Documents

Before starting the application, ensure students have:

1. A valid debit or credit card for the application fee (€139.40)
2. High school diploma or statement of expected graduation for current academic year
3. Valid ID/Passport copy
4. Official English proficiency certificate (Duolingo/TOEFL/IELTS/ITACE/Cambridge)
   - See our website for a complete list of accepted certificates
   - Native/semi-native speakers wishing to take the KdG language test should review the requirements on our website
5. Completed and signed agency reference form (available on www.kdg.be/for-agents)

Document Naming

Please name all uploaded documents as follows:

- PASSPORT/ID/RESIDENCE PERMIT - LastName - FirstName
- DIPLOMA - LastName - FirstName
- TRANSCRIPT - LastName - FirstName
- LANGUAGE CERTIFICATE - LastName - FirstName
- AGENCY REFERENCE FORM - AgencyName

Application Process for September 2026 Intake

The application requires a single web registration through the KdG website.

Important notes:

1. Complete all required fields and upload documents through our portal (access via website or this direct link)
2. Pay the €139.40 application fee online (required for application review)
3. Our admissions team will respond within two weeks to the email address provided

Key Guidelines

- Please use the student's email address for all communications
- Submit only one application per student
- Students interested in multiple programs need only apply once
- Applications can be saved and completed later using the same login credentials
- Program changes can be made within the web registration system prior to acceptance

Form-Specific Instructions

1. Page 1 (Exemptions): Select "no" (credit transfer requests can be submitted after acceptance)
2. Page 2 (ID): Click "I cannot read my card" next to "read my Belgian ID card"
3. Page 6 (Extra Comments): Skip this section (for local students only)

Note: Please disregard any Dutch text in pop-ups or help screens 😊

Contact Information

If you need any assistance, please don't hesitate to reach out to:

- Technical application questions: apply@kdg.be
- General inquiries: study@kdg.be

Thanks!

Veerle & Kris - International Student Recruitment
Sofie, Kiki & Kim - International Student Admissions