



Nomination info for partner universities:

Please send the info of the nominated students to incoming.exchanges@vives.be.

- Nomination deadline autumn semester 2025–2026 is the 1st of May 2025.
- Nomination deadline spring semester 2025–2026 is the 1st of November 2025.
- ! Nomination deadline Nursing&Midwifery (autumn and spring) is the 1st of May 2025!

If you want to become an exchange student at VIVES University of Applied Sciences, please read the following application procedure carefully.

Step 1: Online application 2025–2026

Complete our online application form by clicking the button below. Read carefully the manual (you can find the manual above the button 'start application') before proceeding. Make sure that all mandatory fields (with a red asterisk) are filled in correctly.

[Check the manual >](#)

START APPLICATION

Application deadlines

- autumn semester: 15/05/2025
- spring semester: 15/11/2025

Calendar

Autumn semester

- Online preparatory session: 01/09/2025
- Welcome Day campus Kortrijk: 15/09/2025
- Welcome Day campus Brugge: 16/09/2024
- Kortrijk Welcomes International Students event: 16/09/2025
- Brugge Welcomes International Students event: not yet known
- VIVES Connection Day: 20/09/2025
- Start courses: 22/09/2025
- End courses/exams: 23/01/2026

Spring semester

- Online preparatory session: 20/01/2025
- Welcome Day campus Brugge: 02/02/2026
- Welcome Day campus Kortrijk: 03/02/2026
- Brugge Welcomes International Students event: not yet known
- Kortrijk Welcomes International Students event: not yet known
- VIVES Connection Day: 07/02/2026
- Start courses: 02-04/02/2026 (depending on the programme)
- End courses/exams: 19/06/2026

Step 2: Learning agreement

Email your learning agreement as pdf- or word-file.

1) Ask your home institution for a template of the learning agreement and agree on which programme you'll follow at VIVES.

Programmes for exchange students | VIVES

2) The learning agreement has to be signed by 3 parties.

- Sign your learning agreement first
- Ask your coordinator at your home institution to sign your learning agreement
- Email your learning agreement to your programme coordinator at VIVES (see overview below) and ask him to review and sign it. The programme coordinator will then email the fully signed learning agreement back to you.

Overview programme coordinators at VIVES

VIVES Business Academy campus Brugge	Ms. Stéphanie Bovie	stephanie.bovie@vives.be
VIVES Business Academy campus Kortrijk	Ms. Stéphanie Bovie	stephanie.bovie@vives.be
Applied Engineering and Technology	Mr. Evert Cottyn	evert.cottyn@vives.be
Flows, eSociety, SPACE and Transnational social work	Ms. Sabine Poleyn	sabine.poleyn@vives.be
VICKIE, VICKIE English+ and VICKIE Sports+	Ms. Lien Van Eecke	lien.vaneecke@vives.be
Health Care: Paramedical studies, Nursing and Midwifery	Ms. Nele Vandeputte	nele.vandeputte@vives.be
Biotechnology	Ms. Joke Calcoen	joke.calcoen@vives.be

Learning agreement deadlines

- autumn semester: 01/06/2025
- spring semester: 20/11/2025

Step 3: Housing

If you want to rent a room with mediation from us, please complete the housing application before the deadline. There is a separate application procedure for housing. Please apply quickly, as the number of available rooms is limited.

Housing deadlines

- autumn semester / full academic year: 01/06/2025
- spring semester: 20/11/2025

HOUSING APPLICATION

Step 4: Approval and invitation letter

After your online application form and learning agreement have been checked and approved, you will receive an email and invitation letter.

Please keep in mind this can take some time.

You don't need to wait for the invitation letter to complete the housing application.

If your learning agreement is signed by the VIVES coordinator it means that you have been accepted.

Step 5: Check the FAQ – prepare your stay

Are there language requirements?

Yes, we require English level B1 but you don't need to upload a language certificate in your application form as it is the responsibility of your home institution to check your language level.

Do I need to pay tuition fees as an exchange student?

If you are a student at a partner university of VIVES and will join us for an exchange programme, then you don't need to pay any tuition fees to VIVES as you will generally continue paying tuition fees to your home institution.

Do I need a visa?

Check the list of countries that are required to hold a visa.

- If a visa is required please always contact the Belgian diplomatic post in your home country first to apply for the right visa. In most countries, a visa application center (e.g. VFS) handles visa procedures for Belgium.
- Once you know for which visa you need to apply, please contact our Global Engagement Office (incoming.exchanges@vives.be).
We will support you through the visa application process.

What is the proof of solvency? (only applicable for non-EU students)

This means that you have to prove that you have the financial means to support yourself during your exchange in Belgium. The minimal amount required for 2025-2026 is €835.00 per month, but this minimal amount may increase, so check the most up to date information here.

There are three acceptable types of the proof of solvency:

1. A document certifying that you have been awarded with a grant or scholarship
2. An agreement for acceptance of financial responsibility (letter of a guarantee) by the so-called Annex 32 (can be done from your home country or in Belgium). Please bear in mind that the conditions for being a guarantee have become more strict. Please check the latest conditions on this page from the Belgium Immigration Office.
3. A proof of your own financial means by transferring a certain amount to a blocked bank account in Belgium on your name. If you would like to use the last option, VIVES can help you please email to incoming.exchanges@vives.be for more info.

Where can I find more practical information?

Practical information can be found in our welcome guide:

- [Download the welcome guide of campus Kortrijk](#)
- [Download the welcome guide of campus Brugge](#)
- [Download the welcome guide of campus Roeselare](#)



 Call us

✉ incoming.exchanges@vives.be

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