

# Master of Science in Maritime Science

Ghent University - Vrije Universiteit Brussel

**GUIDE  
FOR STUDENTS**



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## I. HOUSING

*With its University and other institutes of higher learning, the city of Ghent harbours a student population of over 60.000. The housing market is therefore understandably stretched. For incoming foreign students, finding suitable accommodation is perfectly doable but may require some effort and flexibility, especially for those who wish to rent on the private market. You find a brief description of the available housing options hereunder.*

### 1. UNIVERSITY HOUSING

Ghent University in general and the Law School in particular, have no real on-campus housing facilities. However, the University has several student residences throughout the city. They are especially popular with foreign students since they offer cheap and safe housing in a community atmosphere.

These residences offer co-ed dormitory housing. All rooms are furnished (sheets and blankets included) and heated and have hot and cold running water and sanitary facilities (toilets and showers). There are communal kitchens. Each residence has a place for bike storage, public phones and a communal lounge.

Monthly rent is about 350-425 EUR, to be paid in terms by bank instalments. Rent is all-inclusive, and includes heating, water, electricity and linen. You will also be asked to pay a deposit of 160 EUR. The deposit is reimbursed at the end of the academic year, if and when the student leaves his/her room in a satisfactory condition. Payment has to be arranged upon arrival, by bank instalments.

University housing is not a three star hotel but a practical and affordable way of addressing housing needs. Moreover, living in a co-ed community of students has its disadvantages as well as its advantages. Public transportation is available. During the academic year there is a student restaurant either in the residence or in its immediate vicinity. Although the private market may offer more privacy, choice or quality depending on

the price you are prepared to pay, most students typically appreciate the convenience of university housing. If you wish to reserve a room in one of the student dorms, the following website and online registration platform is operational from May onwards: <http://www.ugent.be/en/facilities/housing/degree.htm> Details on University housing can be found at <http://www.ugent.be/en/facilities/housing>.

If you opt for university housing, rooms will be made available from September 16 onwards. You can request accommodation in the university residences after your admission. Paying your non-reimbursable Application Fee after admission to the programme gives the housing department the possibility to approve your accommodation in the University residences. However, only a number of rooms are available and are rented in order of the request and payment made.

Please note that the study programme is not involved in the University housing. University housing is under the full and independent authority of the University's housing department. Once in Belgium and during their stay, students will have to address the University's housing department solely and directly for any questions or problems they may have.

Students with a family or who need special facilities should check availability of adapted student residences with Ms. Van Den Branden at the housing department [Myriam.VandenBranden@UGent.be](mailto:Myriam.VandenBranden@UGent.be).

### 2. PRIVATE HOUSING

Another possibility is to rent a room on the private market. Prices vary roughly between 310 euro and 500 euro per month. Remember that you will have to pay a security deposit which will be returned to you at the end of your contract.

You should always emphasize the fact that you'll be studying for a complete academic year at Ghent University, i.e. as a regular student of the university, not

as an exchange student. Exchange students are only in Belgium for a semester. For that reason they have a difficult time finding accommodation on the private market.

While you are still abroad, you can ask the Foreign Students Adviser to provide you with an updated list of vacant rooms. The person to contact is Ms. Myriam Van den Branden ([Myriam.VandenBranden@UGent.be](mailto:Myriam.VandenBranden@UGent.be)). You can also consult the web page: <http://www.ugent.be/en/facilities/housing/overview.htm>

Renting a room on the private market will often require personal contact with the landlord. It is therefore advisable to come to Ghent beforehand and look for a room yourself. Maybe you can stay in the Youth Hostel for those few days: Jeugdherberg De Draecke (near the Castle of the Counts), Sint-Widostraat 11, B-9000 Ghent; Tel. +32 9 233 70 50; Fax +32 9 233 80 01; Website: <http://www.youthhostels.be> You can also book a room in one of the hotels in Ghent: <http://www.visitgent.be/> For Bed and Breakfast: <http://www.bedandbreakfast-gent.be/>

Regarding private market accommodation, we have also learned of the following possibilities (these may include apartments, studios, flats, student homes etc.). Please note that you need to make reservations in such accommodation individually; the university cannot provide assistance in assuring your reservation in these. Beware of landlords who are not located in Belgium. Some students have been cheated in the past by people from abroad who post cheap housing offers

on internet and then ask you to transfer an amount to their account in their country or via Western Union etc. whereas those properties actually do not exist.

A possibility that we know of is through Estia Real Estate. Here, you have possibilities in finding flats and studios, throughout and around the city. You may want to make sure that you are not too far out from the city center, or have the possibility to catch a tram/bus easily from the suggested places of accommodation. When clicking on flats/studios, different areas of the city are suggested. The ones closest to the faculty and at prices around 300-450 euro per month are:

- Residence Campus.
- Residence Helios.

You will find that there are many other possibilities in the city, though prices will vary.

For sight of their webpages, please consult their website at: <http://www.estia.be/> (Use these options : Type: Studio or apartment, Woning: Te huur, Prijs=Price, Stad=City and click on “zoeken”)

Contact details: Wilderoosstraat 24, B-9000 Ghent, Tel: +32 9 244 66 99; Fax: +32 9 245 54 50

You can also consult these web pages:

- The Kot@Gent database: <http://www.kotatgent.be>
- Immoweb-database: <http://www.immoweb.be>

Once you're here, you can again contact Ms. Myriam Van den Branden for information on available housing: Home Vermeylen, Stalhof 6, 9000 Ghent, Tel. +32 9 264 71 09, Fax +32 9 264 72 96.



## II. INSURANCE

*As you prepare for a year's study at Ghent University Law School, it is important to be familiar with the insurance implications of your stay in Belgium. This section offers a basic insurance guide for incoming students. It strives to outline the basic insurance requirements and options, to indicate the corresponding costs, and to identify the insurance documents you may have or need to bring with you to Belgium.*

Those of you who need additional information before coming to Belgium, may consult the insurance guide at <http://www.ugent.be/en/prospectstud/insurances/comingtoGhent/students.htm>, or contact Ghent University's Legal Department: Ms. Mieke Van De Putte ([Mieke.VanDePutte@UGent.be](mailto:Mieke.VanDePutte@UGent.be) – Tel. +32 9 264 30 41) or Afdeling Juridische Zaken Sint-Pietersnieuwstraat 25 - 9000 Ghent Tel. 09 264 30 44 - Fax 09 264 42 98 [verzekerings@UGent.be](mailto:verzekerings@UGent.be).

### 1. INSURANCE INFORMATION FOR ALL NON-BELGIAN STUDENTS

#### 1.1. Automatic insurance

Registration as a regular student of Ghent University automatically provides cover under two insurance policies free of charge:

- a policy for “personal physical accidents of students” (covering cases where students themselves became victims of a personal physical accident within the framework of university activities, after partial reimbursement by the health care insurance);
- a policy for “general civil liability” (covering cases where students cause damage to third parties whilst engaged in university activities).

This insurance is effective from the start of the academic year. For those students who can only be formally registered at a later date, the insurance will apply retroactively, from the start of the academic year onwards. Any interstitial expenses will thus be reimbursed retro-

actively, subject to submission of the appropriate documents.

When reporting a case of damage students must be able to prove:

- that they are legally registered at the Ghent University (e.g., copy of student card);
- that the accident occurred during university activities.

#### 1.2. Optional additional insurance: third party liability - private life

It is advisable to take an additional insurance for “civil liability private life”. This is the so-called “family insurance” for activities during private time, at weekends, in the evenings etc. (e.g., for damage caused as a pedestrian or cyclist to third parties in traffic).

It should be noted that this insurance does not apply outside Belgium.

For this insurance students may approach an insurer of their choice. The estimated monthly cost of the insurance is approximately 3,00 euro.

Students may also elect to take this insurance out via the Legal Department of the Ghent University, at a monthly cost of approximately 2,67 euro.

For the form and price: <http://www.ugent.be/en/prospectstud/insurances/comingtoGhent/forms.htm/privatelife.pdf>

#### 1.3. Optional additional insurance: repatriation

Students who wish to be insured in the event of emergency repatriation may approach an insurer of their choice.

However, the University of Ghent offers the opportunity to register under its collective policy, which also covers the insurance for civil liability private life. The total cost of that policy is variable but is estimated at

approximately 95 euro for a year. For the form and the prices see:

<http://www.ugent.be/en/prospectstud/insurances/comingtoGhent/students.htm>

## 2. HEALTH CARE INSURANCE FOR STUDENTS FROM THE E.E.A AND SWITZERLAND

For students from EU member states and Iceland, Norway, and Lichtenstein (EEA member states) plus those from Switzerland, who have healthcare insurance in their own country, must apply in their country of insurance for a European Health Insurance Card (EHIC). A holder of an EHIC is entitled to medical care in Belgium during his/her stay under the same conditions as provided under Belgian legislation for an “insured” person. A holder of an EHIC will receive in Belgium a (partial) reimbursement of costs for any necessary medical care.

Obtaining the EHIC may require proof of your participation in a degree programme. Your letter of admission to the study programme should suffice for this purpose. Please contact your home country insurer as soon as possible to obtain the necessary information.

Students in this category, who are unable to obtain the EHIC for whatever reason, must take the compulsory health care insurance like non-EU candidates.

Students who consider coming to Belgium with dependent family members (spouse and/or children who will reside in Belgium at the student’s expense), should also apply for an EHIC for each of those dependant family members.

Please note: Belgian health care insurance minimizes, but does not exclude your costs for the insured medical treatment and expenses. The same applies to holders of an EHIC. For further information see: <https://www.ugent.be/en/prospectstud/insurances/coming-toGhent/students.htm>

## 3. HEALTH CARE INSURANCE FOR OTHER FOREIGN STUDENTS

Upon arrival in Belgium, non-EEA and Swiss students must take out medical and disability insurance for themselves and their dependent family members residing in Belgium. This insurance is compulsory, and is at the student’s expense. It has to be done through a medical aid fund (“mutualiteit”) in Belgium, and will normally require no waiting period. Further information and instructions on this will be provided during the orientation programme.

Since most of the students will have no income or only a minimal income while studying in Belgium, the cost of the insurance should be limited to the medical aid fund’s membership fee. This fee will be in the region of 50 euro. The insurance gives access to the full basic health care coverage in Belgium, including urgent and non-urgent medical help, hospitalisation, small medical expenses etc. Your costs with regard to the insured’s treatment and expenses are thus minimized, but not excluded.

Here is a list of medical aid funds in Ghent:

- **BOND MOYSON:**  
Vrijdagmarkt 10, 9000 Ghent, Tel: +32 9 265 55 11,  
Fax: +32 9 265 55 16,  
e-mail: [gent.bmovl@socmut.be](mailto:gent.bmovl@socmut.be),  
website: <http://www.socmut.be/>  
(click on ‘Oost-Vlaanderen’)
- **CHRISTELIJKE MUTUALITEIT (CM):**  
Poel 8, 9000 Ghent, Tel: +32 9 269 32 01,  
Fax: +32 9 269 32 57,  
e-mail: [midden-vlaanderen@cm.be](mailto:midden-vlaanderen@cm.be),  
website: <http://www.christelijklkemutualiteit.be/international-website/index.jsp>
- **EUROMUT:**  
Franklin Rooseveltlaan 44, 9000 Ghent,  
Tel: +32 9 225 93 95, Fax: +32 9 225 53 01,  
e-mail: [ag.gent@euromut.be](mailto:ag.gent@euromut.be),  
website: <http://www.euromut.be/>

- **HULPKAS VOOR ZIEKTE- EN INVALIDITEITSVERZEKERING:**  
Franklin Rooseveltlaan 91, 9000 Ghent,  
Tel: +32 9 269 54 00, Fax: +32 9 225 82 51,  
e-mail: [beheerder604@caami-hziv.fgov.be](mailto:beheerder604@caami-hziv.fgov.be),  
website: <http://hziv.fgov.be/gd-gent-N.htm>
- **ONAFHANKELIJK ZIEKENFONDS VLAANDEREN:**  
Sluizeken 1, 9000 Ghent, Tel: +32 9 225 63 23,  
website: <http://www.mloz.be/>
- **SECUREX:**  
Verenigde Natieslaan 1, 9000 Ghent,  
Tel: +32 9 235 62 11,  
website: <http://www.securex.be/>

- **VLAAMS NEUTRAAL ZIEKENFONDS:**  
Ijzerlaan 16, 9000 Ghent, Tel: +32 9 245 29 25,  
website: <http://www.vnz.be>

#### **4. INSURANCE FOR BELGIAN STUDENTS**

There are no special requirements or implications for Belgian citizens following the study programme.

Their status is the normal one of a Belgian student studying in Belgium (see 1.1).

### **III. MEDICAL ASSISTANCE IN GHENT**

#### **1. THE STUDENT DOCTORS**

Students Medical Service  
Sint-Pietersnieuwstraat 25, 9000 Ghent  
Tel. +32 9 264 70 20 (reception desk)

Student doctors provide medical services for the same price as regular general practitioners. However, they are more familiar with student patients than other GPs.

#### **2. VISIT BY APPOINTMENT: WEEKDAYS BETWEEN 9:00 AM AND 5:00 PM**

Appointments can be made by phone or through the reception desk of the Medical Service Centre. This is the normal procedure, and preferable to a visit without appointment.

#### **3. VISIT WITHOUT APPOINTMENT: MONDAY - THURSDAY BETWEEN 5:00 PM AND 7:00 PM**

First come first served.

#### **4. HOUSE VISIT**

If you are too sick to go the Advisory Centre, call the reception desk for a house visit by the doctor. Visits are done after consultation hours.

#### **5. MEDICAL ASSISTANCE OUTSIDE THE STUDENT ADVISORY CENTRE'S OPENING HOURS**

##### **5.1. Monday to Thursday (between 7:00 PM and 8:00 AM)**

Call the central number of city of Ghent and they will provide you information about available doctors +32 9 236 50 00.

##### **5.2. Weekend (from Friday, 7:00 PM till Monday, 8:00 AM)**

Call +32 9 236 50 00, the GP-association's calling centre, where you can get names and telephone numbers of doctors on duty.

#### **6. FOR SERIOUS AND EXTREMELY URGENT MEDICAL CARE**

##### **6.1. Ghent University Hospital**

UZ Gent, De Pintelaan 185, 9000 Ghent (general telephone number: +32 9 332 21 11).

Emergency Unit (in Dutch: "spoed" or "spoedgevallen": tel. +32 9 332 50 24).

##### **6.2. For an ambulance**

Dial 112, the general number for emergencies.

For further details see: <http://www.ugent.be/en/teaching/studysupport/medical>

## IV. ARRIVAL IN GHENT

*This section sums up the basic first steps an incoming student has to follow upon arrival in Ghent. For more information, please contact us.*

You can also check the web at:

<http://www.ugent.be/en/teaching/internationalisation/docs/welcomeguide.pdf>

### 1. ARRIVAL IN GHENT: SOME DIRECTIONS

#### 1.1. Students arriving by plane at Brussels Airport (Zaventem)

There is a railway station at the sub-level of the airport. There are plenty of indications at baggage pick-up and plenty of trains to Ghent. See and check the railway timetables at: <http://www.b-rail.be/>. Try to fix your arrival time within this schedule and therefore avoid night arrivals.

When you arrive at Ghent-Sint Pieters railway station, there are several buses and trams leaving from the station to various directions. You have an information desk in front of the station to ask for the best suitable service for your destination. In order to reach the faculty itself you can take a tram. In front of the train station several trams go towards the “Centrum”: Tram 1 until stop “Korte Meer”; Universiteitstraat is the first street on the right.

You can also take a taxi outside the railway station. As the station is located near the city centre, it should only be a short and inexpensive drive to your destination.

#### 1.2. Students arriving by train

Your final destination is Ghent-Sint Pieters railway station. You can learn how best to arrive there by visiting the website of the Belgian railways: <http://www.b-rail.be/>.

There are several buses and trams leaving from the station to various directions. You have an information desk in front of the station to ask for the best suitable service for your destination. In order to reach the facul-

ty itself you can take a tram. In front of the train station several trams go towards the “Centrum”: Tram 1 until stop “Korte Meer”; Universiteitstraat is the first street on the right.

You can also take a taxi outside the railway station. As the station is located near the city centre, it should only be a short and inexpensive drive to your destination.

#### 1.3. Maps

For a map of Ghent, visit <http://www.gent.be/stad-splan/>

For a map of the Law School, visit <http://www.law.ugent.be/en/location.html>

### 2. FIRST STEP: ACCOMMODATION

#### 2.1. University housing

Go to the Housing Department, reception of Home Vermeulen (Stalhof 6, B-9000 Ghent, near Overpoortstraat). Open: 7/7 days; 8AM-Midnight, to collect your key and sign your contract. Payment is to be made by bank transfer. They will also confirm in which residence your room will be.

#### 2.2. Private housing

If you have a reservation in private market, take a taxi or use public transport to reach your destination. In order to look for a room in the private market, ask Ms. Myriam Van den Branden to give you a list with addresses of private rooms.

Look also for posters in the city announcing “Kot te huur” or “Studentenkamer”. You can also check for private rooms on the website of the Housing Department.

#### 2.3. Contact information

Housing department on the web : <http://www.ugent.be/en/facilities/housing/overview.htm>

Ms. Myriam Van den Branden, Tel : +32 9 264 71 12;

Fax : +32 9 264 72 96;

[Myriam.VandenBranden@UGent.be](mailto:Myriam.VandenBranden@UGent.be)

### **3. SECOND STEP: ANNOUNCE YOURSELF TO THE MARITIME INSTITUTE**

Visit the Maritime Institute of the Ghent Law School. They will register your arrival here, give you a campus and city map and explain some registration formalities. It is necessary to go to the Maritime Institute before your registration at Ghent University.

### **4. THIRD STEP: REGISTRATION AT GHEENT UNIVERSITY**

The “Central Student Administration Office” is in the UFO building, Sint-Pietersnieuwstraat 33, B- 9000 Ghent (open Weekdays 10h00-16h00). You need to bring with you your official letter of admission, i.e. the letter from the University itself, and the documents mentioned in it. Make photocopies of your documents beforehand. If you experience any problems, please contact us.

Note that from 1 October onwards an authorization from the Dean of the Faculty of Law shall be needed for late-enrolment. Hence, do not forget to enroll yourself at the Central Office before 1 October in any case. Check here for more information on the opening hours of this office:

<http://www.ugent.be/en/teaching/studentadmin/enrolment/period.htm>

### **5. FOURTH STEP: REGISTRATION AT THE CITY OF GHEENT**

You have to register in the Foreigners Registration Office.

Students in Home Boudewijn have to go to: Dienstencentrum Nieuw-Ghent, Rerum Novarumplein 186/A (open every weekday 8h00-13h00 and 14h00-16h00, Wednesdays also 14h00-18h30).

Students living in the city centre have to go to: City Administration Centre “Het Zuid”, Dienst Vreemdelingen, W. Wilsonplein (open every weekday 8h00-13h00, Wednesdays also from 14h00-18h30 and Saturdays 9h00-11h00).

Take 4 passport photographs (white background!), the Ghent University registration form which you receive after your registration from the Rectorate (Third step), your passport / identity card and approximately 15 euro registration fee.



## V. STAFF & CONTACT INFORMATION



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9000 Ghent

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Fax: +32 9 264 69 89

## VI. DOCUMENTS TO BRING TO GHENT

As you prepare for your departure to Ghent, be sure to bring with you the following documents:

- Visa, if required;
- Affidavit of Support, if required (see your Application Form);
- Letter of Admission;
- Insurance documents, as explained in the insurance section of this booklet;
- Your housing reservation confirmation, if applicable;
- Any formal identification papers you may have, such as identity card, social security card or driver's license.