



# Application Guidelines 2020-2021

Advanced Master in Contemporary Music

English & Dutch Programs



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Dear Candidate,

If you are reading these words, we may safely assume that you are looking for information on continuing your study abroad and more specifically: on studying in the advanced master program at the School of Arts | University College Ghent. Look no further: you have come to the right place.

The School of Arts is able to welcome a growing number of new external students every year. A clear and concise guideline on how to proceed with your application is therefore not a luxury.

Our application procedure is not complex, but requires some administration to take care of. We gladly explain those matters to you in this document and at the same time provide some practical information related to your study in Ghent/Belgium.

We therefore advise you to carefully read all the info in this document before continuing your application.

For reactions, feedback or additional questions, you may at all times contact [paul.lamont@hogent.be](mailto:paul.lamont@hogent.be).

So there you have it, dear candidate: we look forward to hearing from you. The action is go!

Paul Lamont  
Admissions Officer / Student Affairs Department  
Royal Conservatory & KASK | School of Arts | University College Ghent

## IMPORTANT FIRST WORDS

1. It is of capital importance that candidates respect the deadlines mentioned in the guidelines.
2. We advise foreign candidates to participate in the earliest session. This allows them to take care of all formalities (visa, legalization ...) afterwards.

## VISIT US

Information moments at the School of Arts:

- Info Day: February 19, 2020 – from 14h00 until 17h00
- Open House Day: April 26, 2020 – from 10h00 until 17h00
- Info Day: June 27, 2020– from 09h30 until 12h30
- Info Day: September 5, 2020 – from 09h30 until 12h30



*Please print only what you need.*



## MINIMUM REQUIREMENTS TO ENTER THE PROGRAM

**The minimum requirement to start in the advance master program is that you have obtained an equivalent diploma to the Belgian master degree (performing music or music creation) or music related field at the time you enroll for the programme.**

Can you apply without a master degree? – Yes, but:

You can also apply if you will receive your required degree at the end of the academic year 2019-2020. If you can provide us with a document from your school that says when you expect to obtain your diploma, you are very welcome to submit your application. The final approval to enroll is only given when you have submitted a correctly authenticated or master diploma copy.

All applications are verified individually at the School of Arts to see whether your degree meets the standards for application and entry.



## MASTER PROPOSAL:

One of the most important documents of your application is the master proposal, because it will be one of the arguments in the decision to invite you to the interview/audition rounds. Every application file, must therefore contain a master proposal.

The proposal is a document in which the candidate describes the starting point and outlines of the artistic research he/she wishes to carry out in his or her advanced master programme. This needs to be motivated from his/her personal history as an artist or art student. The document needs to be between 1500 and 2000 words and needs to contain the following elements:

### Part 1:

A Working Title + a personal statement why you are a suitable candidate for the course. What you hope to achieve during your studies at the School of Arts and how this relates to your career aspirations. Give details of your subject interests, relevant experiences and abilities in arts.

### Part 2:

Discuss the research question(s) you would like to elaborate on in your artistic project, which interests, ideas and media you wish to explore through the master program and how your master project would help to attain your long-term goals. Mention artistic and/or theoretical references. Illustrate how you would start up this master project, on a practical and technical level as well as on the level of contents. Define a possible theme for your master thesis and explain how this thesis could support you in your artistic process.

The master proposal describes in general terms what you hope to achieve by means of artistic research and will often already form the (general) basis of the student's master projects and thesis. (This does not mean, however, that your master proposal pins you down to an unchangeable viewpoint or basis for your master study, since any artistic process is and should be open to change and evolution).

### Part 3:

Add any relevant info that can support your motivation and research project.

The master proposal is a central part of your application and will also be a central part of the interview or audition with the Orientation Committee. The document connects with the principle that we, as a school of arts, wish to start from the viewpoint of the student. From the start, the proposal will also lay the foundation for the ideal approach and guidance of the student and his/her idea(s).

You will need to upload the Master Proposal as a PDF document in the online application form you will receive after a correct preregistration on <https://webreg.hogent.be>.

Applications without a master proposal are considered inadmissible.



## PROGRAM COORDINATORS IN MUSIC

All programs (English and Dutch) are coordinated by a specific person. They are the ones you can contact if you require information on the program's content. These people can either refer back to a curriculum manager or to the Student Affairs Department.

Master in Classical Music	Mr. Lukas Huisman	<a href="mailto:Lukas.huisman@hogent.be">Lukas.huisman@hogent.be</a>
Master in Jazz	Mr. Toon Van Dionant	<a href="mailto:toon.vandionant@hogent.be">toon.vandionant@hogent.be</a>
Master in Pop	Mr. Vincent Pierins	<a href="mailto:Vincent.pierins@hogent.be">Vincent.pierins@hogent.be</a>
Master in Music Production	Mr. Gert Jacobs	<a href="mailto:gert.jacobs@hogent.be">gert.jacobs@hogent.be</a>
Advanced Master in Contemporary Music	Mr. Joris Blanckaert	<a href="mailto:joris.blanckaert@hogent.be">joris.blanckaert@hogent.be</a>
Postgraduate Programs	Mr. Lukas Huisman	<a href="mailto:Lukas.huisman@hogent.be">Lukas.huisman@hogent.be</a>
Master in Composition	Mr. Filip Rathé	<a href="mailto:filip.rathe@hogent.be">filip.rathe@hogent.be</a>
Master in Music Theory	Mr. Filip Rathé	<a href="mailto:filip.rathe@hogent.be">filip.rathe@hogent.be</a>
Master in Instrument Building	Mr. Andreas Korczak	<a href="mailto:Andreas.korczak@hogent.be">Andreas.korczak@hogent.be</a>

## PRICES

Tuition fees may vary slightly from year to year due to indexation.

Students who have difficulties with the payment of the fees, can contact our social services department Dienst Studentenvoorzieningen and look into the possibilities of a payment plan with them. ([zorg@hogent.be](mailto:zorg@hogent.be) - ++ 32 (0)9 243 37 38).

The **general cost of living** in Belgium: Officially, one needs to take into account in a provision of 666 € / month. However, this figure is not very much in accordance with reality. A student who lives cheap, should be able to get by on 1.000 € / month (all depending on your personal life style and the cost of your house/apartment/studio ...). This figure is merely indicative, of course. Please try to get as much info as you can before you arrive in Belgium.

Overview tuition fees in music

	<b>EEA STUDENT</b>	<b>NON EEA STUDENT</b>
<b>Master programs</b>	938,80 €/full time year	2816,40 € / full time year
<b>Advanced Master programs</b>	2000 €/full time year	2000 €/full time year
<b>Postgraduate Music Performance Practice</b>	2500 €/full time year	2500 € /full time year
<b>Postgraduate Soloist Classical Music</b>	4000 €/full time year	4000 € / full time year

## SCHOLARSHIPS/GRANTS

The Belgian government nor the School of Arts have grants available for advanced master or postgraduate programmes.. Following websites, may nevertheless be interesting to check out:

- <http://www.studyinbelgium.be/en/financing-your-studies>
- <http://www.studyabroad.com/scholarships.aspx>
- <http://www.ond.vlaanderen.be/internationaal/CA/default.htm>
- <http://www.studyinlanders.be/en/scholarship-programmes/master-mind-scholarships/>

## BLOCKED ACCOUNT FOR VISA OR RESIDENCE PERMIT PURPOSES

(NON EUROPEAN NATIONALITIES ONLY)

For more information on applying for a blocked account, please send a mail to [paul.lamont@hogent.be](mailto:paul.lamont@hogent.be)





## SOME PRACTICAL STUFF

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### A PLACE TO LIVE

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Naturally, when you come to Belgium, you will need a place to stay. If you intend to live in Ghent, you can contact the University College's social services department (Dienst Studentenvoorzieningen) and check whether they can assist in your search ([huisvesting@hogent.be](mailto:huisvesting@hogent.be) - ++ 32 (0)9 243 37 38).

Alternatively, the site <http://www.kotatgent.be> is an excellent database for students who are trying to find a place to live (this site focuses on Ghent – For the rest of Belgium <http://www.immoweb.be> is a good starting point for the private market).

The Facebook-group: 'Te huur: kot in Gent' also regularly lists interesting apartments/rooms ...

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### INTERESTING WEB SITES

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The new general student site by the city of Ghent:

<https://www.gent.be/studenten/international-students>

The School of Arts web site

<http://www.schoolofartsgent.be/en>

Overview of study files

<https://www.hogent.be/studiefiches/?ectsaction=ects:main&acadjaar=2019-20&taal=2>

The site for the University College's Social Service Dept.

<https://www.hogent.be/stuvo/>

The cost of living in Belgium (indication only)

[http://www.numbeo.com/cost-of-living/country\\_result.jsp?country=Belgium](http://www.numbeo.com/cost-of-living/country_result.jsp?country=Belgium)

Free Portfolio sites

- [www.behance.net](http://www.behance.net)
- [www.coroflot.com](http://www.coroflot.com)
- [www.cargocollective.com](http://www.cargocollective.com)
- [www.vimeo.com](http://www.vimeo.com)

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## **THE APPLICATION PROCEDURE**

The School of Arts organizes three intake (or: orientation committee) sessions: one in April, one in July and one in August. Candidates need to choose one. We advise foreign candidates and certainly non-European candidates to apply in the first session.

For all of the application sessions, the procedure follows these steps:

1. Preregistration – online through <https://webreg.hogent.be>
2. Application – online through Cognito Form
3. Invitation or declination to interview
4. Interview & Audition
5. Submission of authenticated documents
6. Invitation to enroll
7. Enrolment.

On the next pages, we explain the details for each session. A video tutorial on the registration and application is available [here](#).

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SESSION 1

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Application Deadline:	Thursday – April 30, 2020 – 16h00
Orientation Committee Audition & Interview	Friday – May 15, 2020

**Due to the numerous candidates in our various orientation committee interviews and auditions, applications submitted after deadline are no longer processed and will automatically be transferred to Session 2.**

**1. Pre-registration online**

Surf to <https://webreg.hogent.be> and fill out all necessary information. Upon completion, you will receive an automatic e-mail that contains the link to a Cognito application form. This automatic e-mail will only reach you when all required fields in the pre-registration have been correctly completed.

There is no need to upload documents in the preregistration.

**2. Application form**

Complete the Cognito online application form that you received after completing your pre-registration and upload all the necessary documents. A list of all documents that we will need you to submit is mentioned in the 'Required Documents' chapter of these guidelines.

**3. Invitation to audition/interview**

Upon reception of your application, we will verify

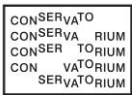
- a) whether your application file is complete
- b) whether you have the right diploma for admission into one of our programs

If your application is complete and makes you admissible for our programmes, your application is sent to the orientation committee who will give us feedback on whether it would be advisable for you to attend the interview or not.

If your application is incomplete, you will be notified. You have until the deadline to complete your application.

**4. The Orientation Committee audition and interview**

A candidate who receives an invitation to the Orientation Committee audition and interview will be notified and will receive the practical info for the interview in an e-mail the week



before the interview/audition.

## **Announcement of the interview results**

We aim to inform the candidates on the interview results formally at the latest two weeks after the audition. The results will be communicated per e-mail only. If you have not heard from us two weeks after your interview/audition, please contact us for the info. It might mean that the processing of the information took up a bit more time than planned and does not necessarily mean you did not pass the interview

## **5. Submission of authenticated documents**

Candidates who did not pass the interview/audition will be notified per e-mail.

Candidates who received a positive evaluation for their interview/audition will be notified per e-mail. In the same e-mail, we will inform you which authenticated documents you need to send us per postal mail. E-mailed or faxed documents are not legally valid and are not accepted for this reason.

Upon reception of your documents, the authenticity will be checked and the school will issue an invitation to enroll at the School of Arts.

Issuing the approval letter may take some time. The sooner you can provide us with your authenticated documents, the better and faster the procedure can be concluded.

**Attention:** We require the physical (paper) copies of your documents (diploma, transcripts and translations) that bear the original authentication stamp (apostille stamp or legalization stamp).

To find out what authentication your documents need, consult the chapter on document authentication in these application guidelines. The students from countries that do not warrant authentication, may present their original documents when they come to enroll.

*From experience we have noticed that this point in the procedure is sometimes misunderstood. We would therefore like to make it absolutely clear that:*

- *we do not require your original diploma, transcripts and translations, but authenticated copies, meaning that the copies need to contain original stamps. Photocopied, e-mailed or faxed stamps are not valid.*
- *we need the actual paper version of these authenticated documents per postal mail or handed to us physically at the student affairs office*

*If you do send us your original documents, please be aware that the School of Arts cannot be held responsible for any loss or damage caused to them before or after the reception of your originals.*



## 6. Invitation to enroll

When all documents are correct and you passed your intake session, we will issue an invitation letter that allows you to come and enroll at the school. This letter can be used for student visa purposes, if needed.

## 7. Enrolment

A student who wishes to enroll at the School, needs to come to the student affairs department in person.



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SESSION 2 OR 3

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Application Deadline Session 2:	Friday – June 26, 2020 – 16h00
Orientation Committee Audition & Interview	Monday - July 2, 2020

Application Deadline Session 3:	Friday – August 18, 2020 – 16h00
Orientation Committee Audition & Interview	Tuesday – August 25, 2020

**Due to the numerous candidates in our various orientation committee interviews and auditions, applications submitted after deadline for Session 2 are no longer processed and will automatically be transferred to Session 3. Candidates late for Session 3 are no longer processed at all.**

**1. Pre-registration online**

Surf to <https://webreg.hogent.be> and fill out all necessary information. Upon completion, you will receive an automatic e-mail that contains the link to a Cognito application form. This automatic e-mail will only reach you when all required fields in the pre-registration have been correctly completed.

There is no need to upload documents in the preregistration.

**2. Application form + submission of required documents.**

Complete the online application form for which you received the link in an e-mail after completing your pre-registration. Upload all the necessary documents. A list of all documents that we will need you to submit is mentioned in the chapter ‘Required Documents’ of these application guidelines.

**Attention:** in addition to your documents that need to be uploaded through the online application form, we will require the physical authenticated copies of your diploma, transcripts and translations at this point. To find out what authentication your documents need or if they need any, please consult the chapter on ‘Document authentication’ in these application guidelines.. Please make sure both digital and physical documents reach us before the deadline expires.

**Address to send your documents to:**  
School of Arts | University College Ghent  
c/o Paul Lamont - Student Affairs Department  
Jozef Kluyskensstraat 2  
9000 Ghent  
Belgium

*From experience we have noticed that this point in the procedure is sometimes misunderstood. We would therefore like to make it absolutely clear that:*

- *we do not require your original diploma, transcripts and translations, but authenticated copies, meaning that the copies need to contain original stamps. Photocopied, e-mailed or faxed stamps are not valid.*
- *we need the actual paper version of these authenticated documents per postal mail or handed to us physically at the student affairs office*

*If you do send us your original documents, please be aware that the School of Arts cannot be held responsible for any loss or damage caused to them before or after the reception of your originals*

### **3. Invitation to audition/interview**

Upon reception of your online application, we will verify

- a) whether your application file is complete
- b) whether you have the right diploma for admission into one of our programs

If your application is complete and makes you admissible for our programmes, your application is sent to the orientation committee who will give us feedback on whether it would be advisable for you to attend the interview or not.

### **4. The Orientation Committee audition / interview**

A candidate who receives an invitation to the Orientation Committee interview will be notified and will receive the practical info for the interview in an e-mail the week before the interview/audition. Candidates who need to fly in to attend the interview, may opt to be interviewed per Skype.

Candidates for whom the committee decides against an interview will also be notified per mail.

#### **Announcement of the interview results**

We aim to inform the candidates on the interview results at the latest two weeks after the interview. The results will be communicated per e-mail only. If you have not heard from us two weeks after your interview/audition, please contact us for the info. It might mean that the processing of the information took up a bit more time than planned and does not necessarily mean you did not pass the interview



## 5. Submission of authenticated documents

The session 2 & 3 candidates are required to deliver the original authenticated copies of their documents to us before the deadline (cfr. “2. Application Form”).

Upon reception of your documents, the authenticity will be checked and the school will issue an invitation to enroll at the School of Arts.

Issuing the approval letter may take some time. The sooner you can provide us with your authenticated documents, the better and faster the procedure can be concluded.

Attention:

- *we do not require your original diploma, transcripts and translations, but authenticated copies, meaning that the copies need to contain original stamps. Photocopied, e-mailed or faxed stamps are not valid.*
- *we need the actual paper version of these authenticated documents per postal mail or handed to us physically at the student affairs office*

*If you do send us your original documents, please be aware that the School of Arts cannot be held responsible for any loss or damage caused to them before or after the reception of your originals.*

## 6. Invitation to enroll

When all documents are correct and you passed your intake session, we will issue an invitation letter that allows you to come and enroll at the school. This letter can be used for student visa purposes, if needed.

## 7. Enrolment

A student who wishes to enroll at the School, needs to come to the student affairs department in person.





## REQUIRED DOCUMENTS

During your application, you will need to upload documents and subsequently also send them to us per postal or registered mail.

You will need to upload following documents:

- ID Card
- Master Proposal
- Your diploma and diploma transcripts in original language
- Your diploma and diploma transcripts translation (English, Dutch, French or German)

You will need to send us following documents per postal or registered mail:

- A copy of your diploma and diploma transcripts in original language.  
The copy needs to have an original authentication stamp. Photocopied, faxed or e-mailed version are not accepted.
- A copy of your diploma and diploma transcripts translation (English, Dutch, French or German).  
The copy needs to have an original authentication stamp. Photocopied, faxed or e-mailed version are not accepted.

The postal address for your documents is:

- School of Arts Ghent - Paul Lamont - Student Affairs Department – Louis Pasteurlaan 2  
– 9000 Ghent – Belgium

Candidates in Session 1 can send the documents after they have received a positive evaluation from the orientation committee.

**Candidates in Session 2 (or later) must deliver the documents before the expiration of the deadline**



## DOCUMENT AUTHENTICATION & TRANSLATION OF YOUR DOCUMENTS.

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### WHAT IS: AN AUTHENTICATION?

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Documents issued by a local authority in Belgium have legal and official value in Belgium. This is not automatically the case for documents issued by authorities or organizations abroad. To prove the authenticity of a foreign document, an official organization needs to verify the document and put a stamp on the document that testifies the authenticity of the document.

Depending on the country your diploma was issued in, a different kind of authentication stamp will need to go on the copies of your diploma, transcripts, supplements and translations to give them any legal value and proof of authenticity in Belgium. This is why we require the copies containing the original authentication stamps and not scans or photocopies.

Due to the high number of applicants, the verification of document authenticity can take some time. It is therefore in your own importance to start up your procedure as soon as possible.

Apart from the official stamps, your diploma will need following elements:

1. The mention that you are in fact a bachelor or master in the arts or the equivalent title of the bachelor in your country.
2. The date you obtained your diploma
3. The level you attained (if available)
4. Your name
5. The name of the school or institute where you graduated.

*Please remember: the School of Arts – University College Ghent does not accept original diplomas without authentication, but asks to send copies with original authentication stamps. If you nevertheless decide to send us your original diploma, this is entirely at your own risk. The school cannot be held liable for loss or damage to your original papers.*



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## WHICH AUTHENTICATION METHOD FOR MY DOCUMENTS?

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Strictly speaking, there are four methods that may apply to official documents, depending on the country where the diploma was issued. On the next page you'll find an indication of what action needs to be taken for which countries. This action is either:

1. No action required or,
2. Certified Copy required or,
3. Apostille Stamp Required or,
4. Legalization Stamp required

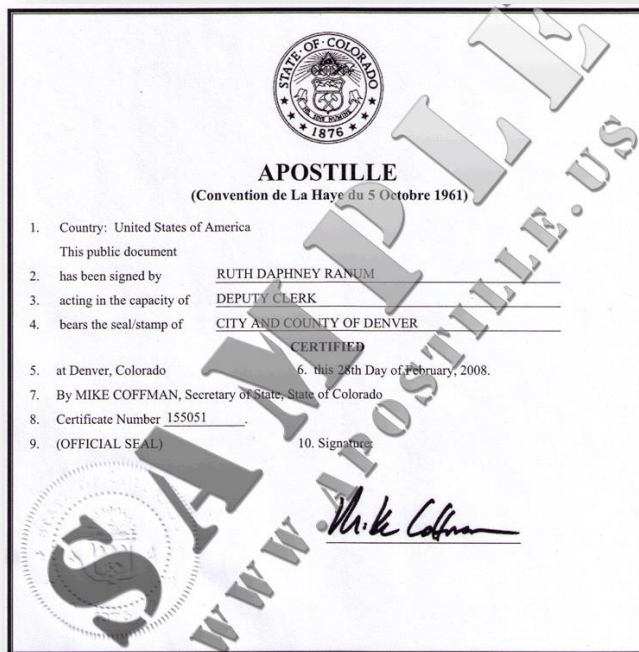
In order to find out what action is required for your country, please consult the *List of countries per authentication method* in these application guidelines.

### ***What is a certification stamp?***

A certification stamp is an official stamp issued by your school or local municipality. These are usually free of charge and quite easy to obtain.

### ***What is an apostille stamp?***

The Apostille is a stamp or printed form consisting of 10 numbered standard fields issued by a competent authority other than your school or local municipality. For a list of competent authorities, please refer to [this list](#) . The Apostille does not give information regarding the quality of the document, but certifies the signature (and the capacity of the person who placed it) and correctness of the seal/stamp on the document.



(example of an apostille sticker).

**What is a legalization?**

Legalization is the procedure of making official documents legally valid and ready for use in a foreign country. Legalizations are issued by the consulate or embassy of the country you need the document for in the country your document was issued in (e.g. : a diploma from Iran needs to be legalized in the Belgian consulate or embassy in Iran). A legalization comes in the form of a stamp or sticker that has the same lay-out world-wide. Documents from countries who have not signed or ratified the Convention of The Hague need to be issued with this stamp.



(example of a legalization stamp)

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## LIST OF COUNTRIES AND REQUIRED AUTHENTICATION METHODS.

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This list serves as an indication only and you must always double check with the competent authority to see whether the authentication method is correct.

Source: <http://www.diplomatic.be> – list update by School of Arts on 05.12.2019

### **Certificaton Stamp** (= issued by the school who delivered the diploma)

- Belgium – Denmark – Estonia - France – French Guyana – French Polynesia - Germany – Guadeloupe – Ireland - Italy – Ivory Coast – Kiribati – Latvia – Martinique - The Netherlands – Norfolk Island – Palestian Areas – Réunion

### **Apostille Stamp** (= issued by the authorities in [this link](#))

- Albania – Andorra - Antigua & Barbuda – Argentina - Armenia – Aruba – Australia – Austria- Azerbaijan – Bahamas – Bahrein - Barbados – Belarus – Belize – Bermuda - Bosnia & Herzegovina – Botswana - Brazil – Brunei – Bulgaria – Burundi - Cape Verde – Chile - China (SAR Hong Kong) - China (SAR Macau) – Columbia - Cook Islands - Costa Rica – Croatia – Cyprus Czech Republic – Dominica - Dominican Republic - Ecuador - El Salvador – Eswatini – Fiji – Finland – Georgia - Granada – Greece – Guam – Guatemala – Guyana - Honduras – Hungary – Iceland – India – Israel – Italy – Japan - Kazachstan – Kosovo – Kyrgyzstan - - Latvia - Lesotho – Liberia - Liechtenstein – Lithuania – Luxembourg – Macedonia – Malawi – Malta – Marshall Islands – Mauritius - Mexico - Moldova - Monaco – Mongolia - Montenegro – Morocco – Namibia – New Caledonia – New Zeeland – Nicaragua – Niue - Norway – Oman – Palau - Panama – Paraguay - Peru – Philippines - Poland – Portugal – Romania – Russia - Saint Kitts and Nevis - Saint Lucia - Saint Vincent and The Grenadines – Samoa – San Marino - Sao Tome and Principe – Serbia – Seychelles – Slovakia – Slovenia – South Africa – Spain – Suriname – Sweden – Switzerland – Tajikistan – Tonga – Trinidad and Tobago – Tunisia – Turkey – Turks and Caicos Islands – Ukraine – United Kingdom – United States of America – Uruguay – Uzbekistan – Vanuatu – Venezuela – Wallis and Futuna

### **Legalisation Stamp** (= Issued by the Belgian Embassy or Consulate in the diploma country)

- Afghanistan – Algeria – Angola – Anguilla – Bangladesh – Benin – Bhutan – Bolivia – Burkina Faso – Cambodja – Cameroon – Canada – Central Africa Republic – China – Comoros – Congo (Brazzaville) – Congo (Democratic Republic) – Cuba – Djibouti – East-Timor – Egypt – Equatorial Guinea – Eritrea – Ethiopia – Gabon – Gambia – Ghana – Greenland – Guatemala – Guinea – Guinea-Bissau – Guyana – Haiti – Indonesia – Iran – Iraq – Jamaica – Jordan – Kenya – Kuwait – Laos – Lebanon – Liberia – Libya – Madagascar – Malaysia – Maledives – Mali – Mauritania – Micronesia – Mozambique – Myanmar – Nauru – Nepal (Double Legalisation) – Niger – Nigeria – North Korea – Pakistan – Papua New Guinea – Paraguay – Qatar – Rwanda – Saudi Arabia – Senegal – Sierra Leone – Senegal – Singapore – Solomon Islands – Sri Lanka – Syria – Tadjikistan – Tanzania – Tchad – Thailand – Togo – Tunisia – Turkmenistan – Tuvalu – Uganda – United Arab Emirates – Uzbekistan – Vanuatu – Vietnam – Yemen – Zambia - Zimbabwe

## ADDITIONAL DOCUMENTS FOR CHINESE STUDENTS

Since the academic year 2007-2008 all students from the People's Republic China have to obtain a certificate of academic screening issued by the Academic Evaluation Centre (APS) of the German Embassy in Beijing before being allowed to enroll at any higher education institution, language course or other preparatory course in Flanders. The APS certificate is also required for obtaining a student visa to Belgium. Students planning to study in Flanders in 2015-2016 are advised to contact the Academic Evaluation Centre in Beijing, e-mail: [info@aps.org.cn](mailto:info@aps.org.cn) as soon as possible in order to make the necessary appointments and this before applying for a visa.

More information on APS can be found at their website: <http://www.aps.org.cn> .

PLEASE NOTE: this procedure is not applicable for students coming from Taiwan!



(example of an APS certificate valid for studies in Belgium)



**ADDITIONAL REQUIREMENTS FOR STUDENTS FROM CAMEROUN AND MOROCCO**

T.B.C.



**OVERVIEW OF DEADLINES AND DATES**

Date	Event
19.02.2020	Info Afternoon (14h-17h)
04.04.2020	Student Affairs Department Closed for Easter Recess
20.04.2020	Student Affairs Department Re-Opens
26.04.2020	Open House Day
30.04.2020 / 16h00	Submission Deadline Session 1
15.05.2020	Interviews/Auditions: Session 1
26.06.2020 / 16h00	Submission Deadline Session 2
27.06.2020	Info Morning (09h30-12h30)
02.07.2020	Interviews/Auditions: Session 2
11.07.2020	Student Affairs Department Closed for Summer Recess
10.08.2020	Student Affairs Department Re-Opens
18.08.2020	Submission Deadline Session 3
25.08.2020	Interviews/Auditions: Session 3
18.09.2020	Welcoming / Information Day Foreign Master Students
21.09.2020	Start Academic Year 2020-2021





## WHERE TO SEND YOUR DOCUMENTS TO

Per e-mail:

paul.lamont@hogent.be

Per postal mail:

School of Arts  
University College Ghent  
c/o Paul Lamont  
Student Affairs Office  
J. Kluyskensstraat 2-6  
B-9000 Ghent

If you want to send per registered mail:

School of Arts  
University College Ghent  
c/o Paul Lamont  
Student Affairs Office  
J. Kluyskensstraat 2-6  
B-9000 Ghent  
Phone number: ++ 32 (0)9 243 36 13



## **PRACTICAL AUDITION INFORMATION**

### PART 1: Practical exam

#### **About the repertoire**

During your practical instrument/voice test you have to show your artistic and technical level in as many possible ways. The repertoire consists of at least a 45 minute program from which the jury will select 30 minutes. The repertoire consists of a mix of 20<sup>th</sup> or 21<sup>st</sup> century music compositions.

With the submission of your application documents, you will also upload your program scores in PDF

If an accompanist is required, you need to indicate this in your application documents. If you have not done this at the submission deadline, we cannot guarantee that we can provide an accompanist for you. If the repertoire is of a nature that it cannot be performed by our regular team of accompanists, the candidate is required to arrange the accompaniment him/herself.

#### **About the master proposal**

Cfr: the chapter on the Master Proposal in the beginning of these guidelines

### PART 2: Intake

Immediately after your audition, there will be an intake interview with the Orientation Committee. The Orientation Committee consists of several teachers and experts in the field you are applying for. You will be asked about your motivation, communication capabilities, your master proposal and knowledge in the fields of contemporary music performance and creation.



## CHECK LIST

- Have you checked the deadlines for application?
- Have you preregistered on <https://webreg.hogent.be>?
- Have you received the automatic reply mail containing the link to the application form?
- Have you entered all necessary info and documents in the application form?
- Did you authenticate your documents?
- Did you send your authenticated documents per post?