

Année académique 2016-2017
Documents provisoires**I AM A STUDENT FROM A NON-MEMBER STATE OF THE EUROPEAN UNION**

The higher education studies offered at ARTS² are accessible **after passing an entrance examination in the chosen option**, which will take place from **30 August to 18 September, 2016**. The detailed calendar is posted at school and published on the school's website: www.artsaucarre.be. However, some admissions are possible until 31 October 2016 (continuation courses, reorientation, or else).

TO ACCESS THE FIRST YEAR (Bloc 1), I MUST BE A HOLDER OF:

- A certified copy of the ministerial decision granting the equivalence for Upper Secondary Education, or evidence that an application file has been submitted in order to get that equivalence;
- A citizenship certificate ;
- A certified copy of the document committing a reference person to assume responsibility and vouch for me during my stay in Belgium (document called « annexe 32 »)
- Evidence that a residence permit request has been submitted to the Embassy or Belgian Consulate in the country of origin ;
- For UN refugees, a refugee card or applicant for refugee card as well as a family composition to be asked to the municipal administration.

The request should be submitted as early as possible in order to get the document to append to my residence permit request in Belgium. The ultimate deadline for registration for ARTS² is set to 15 October 2016.

As soon as my complete registration request is received, I will receive an invitation from ARTS² to be presented to the Embassy or Belgian Consulate in the country of origin. The latter will issue a provisional residence permit for Belgium in order to take the entrance examination. Should the student pass the exams and confirm final registration, a new certificate will be issued in order for the student to get the Residence Permit for Study Purposes. A tourist visa is not a valid document for a definitive registration.

Should these documents be written in any other language than French, the Belgian authorities demand that they are accompanied by a French translation, made by a sworn translator in Belgium or by a Belgian Embassy or Consulate.

By 15 October, I will provide the school's secretariat with:

- A photocopy of my residence permit for Belgium or a copy of my certificate of registration in the aliens' register (to be delivered by the local administration of your place of residence, where it is mandatory to register within your first 8 days on the Belgian territory);
- An evidence of membership in a private health insurance (*mutuelle*) ;
- A proof of payment of the tuition fees. The amounts set out in the Articles 1, 2, paragraphe 1 of the *Arrêté de la Communauté Française de Belgique* (AGCF) of 27 June 1994 are to be paid to the school when the student is definitively registering.

Students from the P.R. China will have to obtain a certificate of academic screening ([la certification APS](#)) issued by the academic Evaluation Centre (APS) before they enrol at any higher education institution in Europe. More information on APS can be found at their website: www.aps.org.cn

TO DIRECTLY ACCESS THE BACHELOR'S DEGREE SECOND (PE 2) OR THIRD (PE 3) YEAR OR THE MASTER'S DEGREE, I must be a holder or beneficiary of a:

- First Prize given by a Royal Conservatory of the French Community (Communauté française) of Belgium;
- Diploma likened to the first bachelor's year (BLOC 1) in plastic arts, music or theatre, or speech issued by a higher education school of arts of the French Community of Belgium;

- Diploma delivered by a higher education school of arts outside of the French Community of Belgium, recognized as equivalent to a 1st degree cycle by the ad hoc Commission (after submitting an equivalence application file) ;
- Considerable artistic, personal ou professional experience (application file to be submitted to ARTS²'s school management).
- Diploma recognizing a 1st degree cycle in a Higher Education institution, as long as the studies are related to the Master's Degree applied for at ARTS².
- In the latter two cases, an evaluation must be taken. The programme, dates and times of the examination are identical to the entrance examination in the chosen subject.

In case I enter a request for exemption or continuation courses, I should provide the school with :

- An application letter ;
- Copies certified by a Belgian authority (Belgian Embassy, Consulate or municipal administration) for the following documents:
 1. Higher artistic education diploma(s);
 2. Honours or grades obtained for the exams taken during each year of study ;
 3. Official programmes, detailed year by year, of the completed higher education studies, and including a brief description and the number of hours for each class taken;

Should these documents be written in any other language than French, the Belgian authorities demand that they are accompanied by a French translation, made by a sworn translator in Belgium or by a Belgian Embassy or Consulate.

I CAN REGISTER

From Friday **1 July** to Thursday **10 July 2016** and from Tuesday **16 August until the last business day preceding the entrance examination in the chosen option**, with the registration form provided by the school's secretariat, located rue de Nimy 7 in Mons, info@artsaucarre.be and which can be downloaded on the website www.artsaucarre.be.

I HAVE TO PROVIDE THE FOLLOWING DOCUMENTS FOR ADMINISTRATIVE PURPOSES

1. A dated and signed registration form ;
2. A double-sided copy of my national identity card;
3. An evidence of membership in a private health insurance (*mutuelle*) ;
4. An official or certified copy of birth certificate ;
5. Two ID photos with my first name, LAST NAME, name of the chosen option on the back of the photo ;
6. For students under 18 years old, a written permission from the head of the family;
7. A certified true copy of the certificate of Further Secondary Education OR an official equivalence OR an original provisional document for the students who finished their secondary education in June 2016;
8. For musicians and actors : the programme of the entrance examination.

NOTES:

1. **I want to register for undergraduate degree program (Bachelor's Degree) by submitting an application file for recognition of the equivalence of secondary school leaving certificate.**
2. Once I am notified of the decision to be admitted, I will submit an equivalence application file within 5 days. All the information is available on www.equivalences.cfwb.be.

We nevertheless advise you to introduce the application file before being admitted.

- Address : D.G.E.O. Service des Équivalences, Rue A. Lavallée, 1, 1080 Bruxelles, Belgium
- Appointments and information request to be made by telephone (*every working day from 10:00 until 12:00 and from 14:00 until 16:00*) : +32.2.690.86.86
- E-mail address : equi.oblig@cfwb.be

I will provide proof that I have submitted an equivalence application file as well as a proof of payment of €174 on the IBAN account: BE39091211051619 BIC : GKCCBEBB

Ministère de la Communauté française,
Comptable des recettes,
Rue A. Lavallée 1
B-1080 Bruxelles

Reference : « Équivalence de diplôme artistique + first and last names »

3. I want to register for the Master's Degree

I must join a certified copy of the 1st cycle degree obtained in a Belgian institution or a certified copy of the Belgian equivalence for the 1st degree cycle obtained outside Belgium.

4. I want to register for a Didactic Master's Degree ou for classes leading to the Aggregation of secondary school teaching and I am not a holder of a diploma delivered by the French Community, Walonia Brussels Federation: I must success a French language test (level C1 in the Common European Framework), which will be organized during the academic year.

TUITION FEES PAYMENT

Tuition fees (Minerval) for the academic year **2016-2017**

- BLOC 1-PE 2- PE 4/MASTER1 (except Theatre) : **€350,03**
- PE 3- PE 5/MASTER2 et PE 4/MASTER 1 Theatre: **€454,47**
- Aggregation for secondary school teaching : **€70,57**

The tuition fees are to be paid to the school at the moment of registration and at the latest by **early January 2017**.

IBAN : **BE89 0912 1205 7385**

BIC : **GKCCBEBB**

reference : « Minerval 2016-2017 + first and last names »

All the bank charges need to be paid by the student.

SPECIFIC TUITION FEES

Specific tuition fees are required for students:

- who are beyond their compulsory teaching
- who are from non-member states of the European, and whose non-Belgian parents or legal guardian do not reside in Belgium.

Specific tuition fees (Minerval) for the academic year **2016-2017**

Amount per academic year

- BLOC 1-PE 2-PE 3 : **€1487**
- PE 4/MASTER1 and PE 5/MASTER 2: **€1984**

The specific tuition fees are to be paid to the school at the moment of registration and at the latest by **31 December 2016**.

IBAN : **BE89 0912 1205 7385**

BIC : **GKCCBEBB**

reference : « Droit d'inscription spécifique 2016-2017 + first and last names »

All the bank charges need to be paid by the student.

The following individuals are not subjected to tuition fees:

1. Foreign nationality students authorized to stay more than three months or to establish in Belgium in pursuance of the Act on access to the territory, residence, establishment and deportation of foreign nationals (only applicable for students with a residence permit for Belgium delivered BEFORE registering for a school from the French Community of Belgium);
2. Married students whose spouse resides in Belgium and pursues a professional activity or receives replacement income (pension, unemployment, etc.);
3. Legal cohabitants in accordance with the regulations of Book III, Title V of the Civil Code, whose spouse resides in Belgium and pursues a professional activity or receives replacement income (pension, unemployment, etc.);
4. Students resident in Belgium who have applied to regularize their status under the law of 22 December 1999 on regularization of visas of a specific category of foreign nationals staying on the Kingdom territory as well as those whose father, mother, or legal guardian is in the same situation;
5. Students resident in Belgium who have obtained benefits linked to the refugee or applicant for refugee statuses and granted by the delegation in Belgium of the United Nations High Commissioner for Refugees, as well as those whose father, mother, or legal guardian is in the same situation;
6. Students covered and maintained by the Centre Public d'Aide Sociale (CPAS - public social welfare);
7. Students residing in Belgium and actually in employment or receiving replacement income (pension, unemployment, etc.);
8. Students who were granted a scholarship from the Minister responsible for the General Administration for Development, as long as this grant covers the specific tuition fees;

9. Students who were granted a scholarship from the French Community (Communauté française) of Belgium within the scope and limits of a cultural agreement concluded by Belgium or the French Community of Belgium;
10. Students placed by the Youth Court Judge in a French Community institution, in a private institution, or in a foster family;
11. Students from a Non-member State of the European Union whose father or mother is a staff member of the European Union, an Embassy or Consulate, NATO or SHAPE.

No official document will be issued by ARTS² (scholarship , family allowances, school subscription , ...) as the down payment of 10% of the registration fee is not paid by the end of the month of October 2016.