



LIST OF TERMS

Academic goals: a logical, sequential structure of course components which a student follows to achieve certain academic results, ranging from a simple to a complex or more complex level.

Bachelor thesis: a paper with which a bachelor programme is completed.

Bridging programme: this is for students who have gained a professional bachelor and wish to take an academic master's course. The bridging programme ensures that these students can start the course with sufficient prior knowledge of their new professional field. A transition programme has a study load of 45 to 90 credits.

Competence profile: gives a picture of the minimum pattern of expectations at a given point in the academic career of independent academic staff (ZAP). In other words, the total deployment, performance and activities in the field of education, research, service and administrative tasks linked to a specific standard within ZAP, which should be met as a minimum.

Continuity requirements: these are certain rules set out by the university's board, about students taking or passing a course unit or study programme before they can sit an exam for a different course unit or study programme.

Course unit (= a subject): a specific package of educational, academic and assessment activities aimed at the acquisition of well-defined competencies in knowledge, insight, skills and attitudes.

Course unit description: this contains descriptions of each unit. Course unit descriptions can be viewed by clicking on the courses listed in the study programme.

Course council: course councils are set up for all bachelor, master's, second master's and postgraduate courses (or cluster of courses) on offer at the VUB. The course council outlines the vision of the course or courses and takes the initiative and/or formulates proposals with regard to the content, design, cohesion and educational feasibility of the course or courses. The course council consists of voting members (a delegation of the self-employed academic personnel, other academic personnel with an educational task in the course or courses, students, alumni and those from the professional field) and advisory members.

Curriculum: study programme.

Drop-out (statistics): the percentage of generation students which fails to re-enrol for the same Bachelor programme at the VUB after the first year.

ECTS: European Credit Transfer and Accumulation System. At the VUB, one ECTS credit is equivalent to one study credit.

First-time freshman: a student who is enrolled with a diploma contract in a bachelor programme in the Flemish higher education system.

Flemish Qualifications Framework ('Vlaamse Kwalificatiestructuur') : 'Qualifications describe what you need to master in order to practise a profession, start an education or take part in society. The Flemish

Qualifications Framework classifies qualifications at 8 levels, from primary education to university.'
Source: Flemish Qualifications Framework website)

Formative assessment: an assessment aimed at giving the student feedback or gaining insight into the student's learning process.

FTE: full-time equivalents (voltijds equivalenten)

Graduation option: a specific component of an area of study in which the student specialises and ultimately graduates. A specialisation contains at least 30 study credits of the study programme. The specialisation is mentioned on the diploma.

Independent academic staff (ZAP): this group includes lecturers, associate professors, professors and full professors.

Individual study programme (individualized learning path): a route which deviates from the proposed standard learning track.

Internationalisation@home (I@H): activities aimed at having students acquire international competencies through the home curriculum rather than going abroad to do so.

Lateral-entry students: new students who were previously enrolled in higher education outside the VUB.

Learning outcomes: these describe the knowledge and insights, skills and attitudes which the student should have mastered after completing a learning process. Academic results are compiled both at the level of the course (academic results specific to the study programme) and at the level of the course component.

Lecture (HOC): a lecture in which a lecturer gives a presentation to a group of students. Lectures can also be interactive.

Level descriptor: a generic description of the characteristics of the competencies particular to the qualifications at the level of the bachelor or master (professional/academic). Source: Art. 2 of the decree pertaining to the qualification structure).

Master's thesis: a paper with which a master's programme is completed. (Source: Codex Hoger Onderwijs, Art. 1.3.)

Minor: a package of broadening (optional) course units, from other, complementary areas of study : It is possible for a student having taken a minor, to study a master programme which follows on from the minor, by way of a shortened study programme..

Mobility window: a period in the study programme (for example the second trimester of third-year bachelor) which is reserved for student mobility. This mobility can be optional or required.

Portfolio: A collection of a student's work and their assessment of and reflection on their own competencies. Reflection and feedback on both the product (portfolio) and the learning process are central.

Preparatory programme: this is a programme for students who have an academic bachelor or master's diploma and want to take a master's programme to which they cannot gain direct admittance based on their diploma. The preparatory programme ensures that these students can start the master's programme with sufficient prior knowledge of their new professional field.

Profile: A deepening package of course components (also optional) in a specific area of the field of study.

Programme matrix: this instrument allows the course units of the study programme to be linked to such factors as learning outcomes and work and assessment methods. The matrix gives an overview of the

current situation and the correlation and with that, forms the starting point for further analysis, development of vision, coordination and policy.

Quality Review: a four-yearly meeting between the course and a panel, in which strengths and points for improvements are identified and recommendations made.

Seminars, practica and exercises (WPO): a collective (inter)active learning situation in which students work on theoretical and practical learning assignments.

Standard learning track: the standard study programme, indicating the most logical order in which to follow the course. For a bachelor programme, this means 180 study credits divided into three academic years of roughly 60 study credits each. For the master's programme, this can mean 60, 120 or 180 study credits. The normal study load for a full-time student is 60 study credits an academic year.

Study success (rate): a standard for academic performance, calculated by dividing the number of credits attained by the number of credits taken.

Starting competencies: the competencies which beginning students need to have. These include both general academic skills (language and study skills, including motivation) and knowledge relevant to the field (such as the expected prior knowledge of mathematics).

Study credit: A study credit is the equivalent of 25 to 30 hours of prescribed educational, academic and evaluational activities. At the VUB, one study credit is equivalent to one ECTS credit (the European standard for the transfer of study credits).

Summative assessment: an evaluation aimed at giving the student a point (a grade).

Working students: students who combine work and study and take evening classes. Their main status is employee.

Working student programme: an educational package designed mainly or solely for working students, in which lectures, seminars, exercises etc. are given in the evening and at the weekend and which can also include other forms of education (such as repeat or synthesis lessons, recorded lessons...) or guidance activities.