

LUCA AVK + BK 18 SEPTEMBER 2024

WELCOME!

PREPARATORY PROGRAM AND EXCHANGE STUDENTS
BRIDGING PROGRAM AND SHORTENED BACHELOR

LUCA
—
SCHOOL
OF
ARTS

GENERAL

After your online registration, you will receive 3 emails:

- **Email 1: Registration confirmation**
 - With registration certificate
 - With link to landing page
- **Email 2: Invoice**
- **Email 3: Info about activation LUCA-login**

Not received? Consult the website to take action yourself

➤ www.luca-arts.be

Email 1: Confirmation of registration

The screenshot shows an email client window titled "data - [archived: P1] - OpenText Imaging Windows Viewer CE 23.4". The interface includes a menu bar (Document, Edit, Page, View, Tools, Annotations, Help) and a toolbar with various icons. The email content is displayed in a two-pane view. The left pane shows a small thumbnail of the email body with a blue border and the text "1/1". The right pane shows the full email text.

data - [archived: P1] - OpenText Imaging Windows Viewer CE 23.4
Document Edit Page View Tools Annotations Help

... [archived: P1] X ... [archived: P1] X

1/1

Van : onderwijsadmin.brussel@luca-arts.be
Aan : ~~minad.benamar@student.luca-arts.be~~
Onderwerp : Inschrijvingsbewijs 20240902
Verzonden : Maandag 02.09.2024 16:34:03

(For an English version, check the bottom of this page.)

Beste student,

In bijlage vind je je attest.

Met vriendelijke groeten

Onderwijsadministratie LUCA School of Arts

Naam ~~Benamar~~
Voornaam : ~~Minad~~

Dear student,

In Attachment, you find your certificate.

Kind regards

Education Administration LUCA School of Arts

Surname : ~~Benamar~~
Name : ~~Minad~~

Email 1: Confirmation of registration

Registration Certificate

The screenshot displays a registration certificate from LUCA School of Arts, viewed in an OpenText Imaging Windows Viewer CE 23.4. The certificate is titled "LUCA SCHOOL OF ARTS" and is addressed to Nihad Ben Amar, residing at Nieuwstraat 5, 9402 Meerbeke. It includes a QR code for verification and a unique code: 2F5F351118F21EEF9AA70CBEABA0375F. The certificate is signed by Cilia Gouwy, Diensthoofd Onderwijsadministratie, and is dated 2024-09-02. The document is identified by the UW KENMERK 1041847. The certificate text states that Nihad Ben Amar, born in Brussels on 28.11.2004, is registered as a student for the Bachelor in de interieurvormgeving (Brussel) for the academic year 2024-2025, which runs from 23.09.2024 to 21.09.2025.

data - [archived: P1] - OpenText Imaging Windows Viewer CE 23.4

Document Edit Page View Tools Annotations Help

LUCA
SCHOOL
OF
ARTS

LUCA School of Arts
Paleizenstraat 70
1030 Brussel

Nihad Ben Amar
Nieuwstraat 5
9402 Meerbeke

De authenticiteit van dit document kan geverifieerd worden
op www.luca-arts.be/verificatie met code
2F5F351118F21EEF9AA70CBEABA0375F

UW KENMERK 1041847
Brussel 2024-09-02

Inschrijvingsbewijs

De algemeen directeur van LUCA School of Arts verklaart dat Nihad Ben Amar, geboren te Brussel op 28.11.2004, ingeschreven is als student met inschrijvingsdatum 05.08.2024 voor Bachelor in de interieurvormgeving (Brussel) voor het academiejaar 2024-2025.

Het academiejaar loopt van 23.09.2024 tot en met 21.09.2025.

Namens de algemeen directeur

Cilia Gouwy
Diensthoofd Onderwijsadministratie

Email 1: Confirmation of registration

- 'Welcome on LUCA page': [Welkom bij LUCA! | LUCA \(luca-arts.be\) / Welcome at LUCA! | LUCA \(luca-arts.be\)](#)
- Practical information on activation, start of academic year, stuvo, STIB, Villo!, route guidance, care coach, student card, ...



**READ ME: INFO FOR NEW STUDENTS
- CAMPUS BRUSSELS**



[INTRODUCTIEDAGEN](#) →

Email 2: Invoice

- Tuition Fee [REDACTED]
- Additional study cost
- Problems...Take action! submit a motivated request to pay your tuition fee and additional costs in installments via <https://proform.luca-arts.be>


data - [archived: P1] - OpenText Imaging Windows Viewer CE 23.4

Document Edit Page View Tools Annotations Help

67 %

LUCA SCHOOL OF ARTS

LUCA School of Arts
DIENST STUDENTENBOEKHOUDING
Palzenstraat 70
1033 Brussel



De authenticiteit van dit document kan geverifieerd worden
op www.luca-arts.be/verificatie met code
470072F8F8E1EEF3FAA05052958E

LUN KENMERK 1041847
Brussel 2024-08-06

REKENINGOVERZICHT

Hieronder geven we u een overzicht van de openstaande posten, welke u kan vereffenen door storting van de som van 431,50 EUR op rekening BE24 7340 3150 8538, met als gestructureerde mededeling 110/1058/11355 (zie kader).

Dit overzicht vervangt alle eventueel eerder ontvangen rekeningoverzichten.


Te betalen door student

Extra studiekost (2024)	300,00	EUR
Studiegelden (2024)	131,50	EUR
Totaal	431,50	EUR

Meer informatie kan je terugvinden in de toepassing 'financiële gegevens' in je KU Loket.

Voor alle vragen omtrent het studiegeld kan u contact opnemen met de Dienst Studentenboekhouding, e-mail studentenboekhouding@luca-arts.be.

Met vriendelijke groet



Cilia Gouwy
Diensthofd Onderwijsadministratie

Email 3: Info about LUCA login activation

➤ Attention: do not try to activate twice. If you can access Toledo, the account has been activated

data - [archived: P1] - OpenText Imaging Windows Viewer CE 23.4

Document Edit Page View Tools Annotations Help

data - [archived: P1]

Van : onderwijsadmin@luca-arts.be
Aan : [redacted]
Onderwerp : Account activatie - Luca school of arts
Verzonden : Maandag 05.08.2024 11:59:01

-For an English version, check the bottom of this page-

Beste student

Proficiat! Je aanvraag tot inschrijving is succesvol verwerkt. Je bent nu student aan LUCA School of Arts.

Als LUCA-student geniet je van allerlei faciliteiten. Om gebruik te kunnen maken van deze faciliteiten krijg je een account dat je best zo snel mogelijk activeert. Jouw gegevens zijn:

Naam: [redacted]
Voornaam: [redacted]
Gebruikersnaam: r1041847
##

1. Activeer je account
Je hebt van ons een login (r-nummer) gekregen, r1041847
Vanaf nu is dit je gebruikersnaam om in te loggen op alle LUCA toepassingen en mag je je b-nummer vergeten.

Je account activeren doe je door op de volgende link te klikken en de instructies op de pagina te volgen:
<https://account.kuleuven.be/activate.html?userid=r1041847&activationcode=3a1aed6b-e3ec-4d94-a2e6-a359c266689b&hideMenu=true&returnUri=https%3A%2F%2Fluca-arts.be%2Fnl%2Fwelkom-bij-luca&returnTitle=Welkom%20bij%20LUCA&autoRedirect=true>

Vervolgens dien je je account extra te beveiligen via multifactorauthenticatie (MFA) met de KU Leuven Authenticator-app:
<https://admin.kuleuven.be/icts/services/mfa/vanstartmetMFA>

Na het activeren van je account wordt je dossier verwerkt en zal je met je login (r-nummer) toegang krijgen tot de nodige faciliteiten zoals mailbox, Toledo, etc. De verwerking kan tot 48u duren, wacht dus even af voor je naar stap 2 gaat.

Toch een probleem met je account? Het LUCA helpdeskteam helpt je graag verder!
Je kan hen telefonisch bereiken via 02 250 11 11 of via e-mail op helpdesk@luca-arts.be

2. Check je e-mail

Na inschrijving krijg je een LUCA-e-mail-adres met als formaat voornaam.naam@student.luca-arts.be
Tenzij je een roepnaam hebt ingevuld, dan heeft het als formaat roepnaam.naam@student.luca-arts.be
Zijn er in één van je namen spaties, dien je alles aan elkaar te schrijven. Vb. Jean Louis De Koninck => jeanlouis.dekoninck@student.luca-arts.be

Maak er een gewoonte van om je mailbox meerdere keren per week te controleren, want alle belangrijke communicatie vanuit de hogeschool gebeurt via dat e-mailadres. Je eigen e-mails naar docenten en medewerkers van LUCA moet je ook vanuit dat e-mailadres versturen. Volg deze link voor verdere e-mail-configuratie: <https://info.luca-arts.be/nl/ict-voorzieningen>

Student card

- You get your student card that will last for the rest of your student career. So treat your new card with care!
- R-nummer [REDACTED]
- Your student card will be sent by post

LUCA
SCHOOL
OF
ARTS

Gebruikersnaam - Username: [REDACTED]

[REDACTED] Kaart geldig? - Valid card?
Scan QR code of/or
<https://kaart.associatie.kuleuven.be>

Kaartnummer - Card number: [REDACTED]

ASSOCIATIE
KU LEUVEN

Education Administration

Any questions? Email your education administration

➤ Onderwijsadmin.brussel@luca-arts.be

Access to campus

➤ Electronic access system through your student card

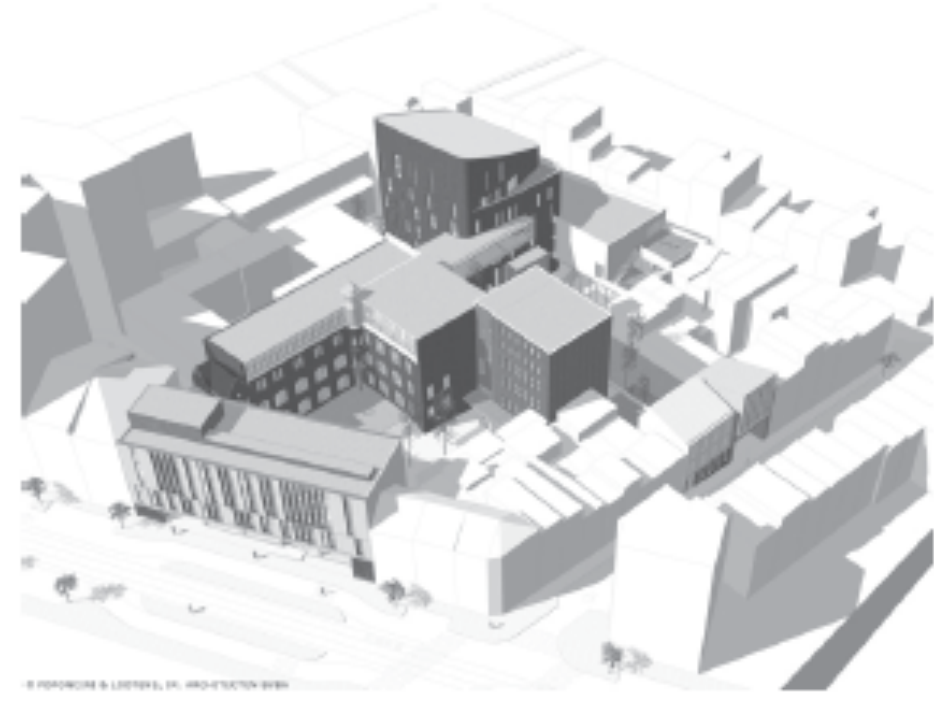
- Goal: to ensure the climate and safety in the building for everyone as much as possible
- Doors and lifts are equipped with a card reader
- Workplaces are only accessible to students with a student card
- This system only works if no doors are inappropriately opened by using ashtrays or dustbins as doorstops.
- So always close the door behind you, and don't let strangers in with you. Always carry your student ID card in your pocket when on campus.

Access to campus

➤ Electronic access system through your student card

- The gate at 70 Palace Street closes at 6.30pm!
- After 6.30pm, use the following entrances with your student card:
 - Terrarium: Paleizenstraat (A0)
 - Bicycle access: Groenstraat (C-3)

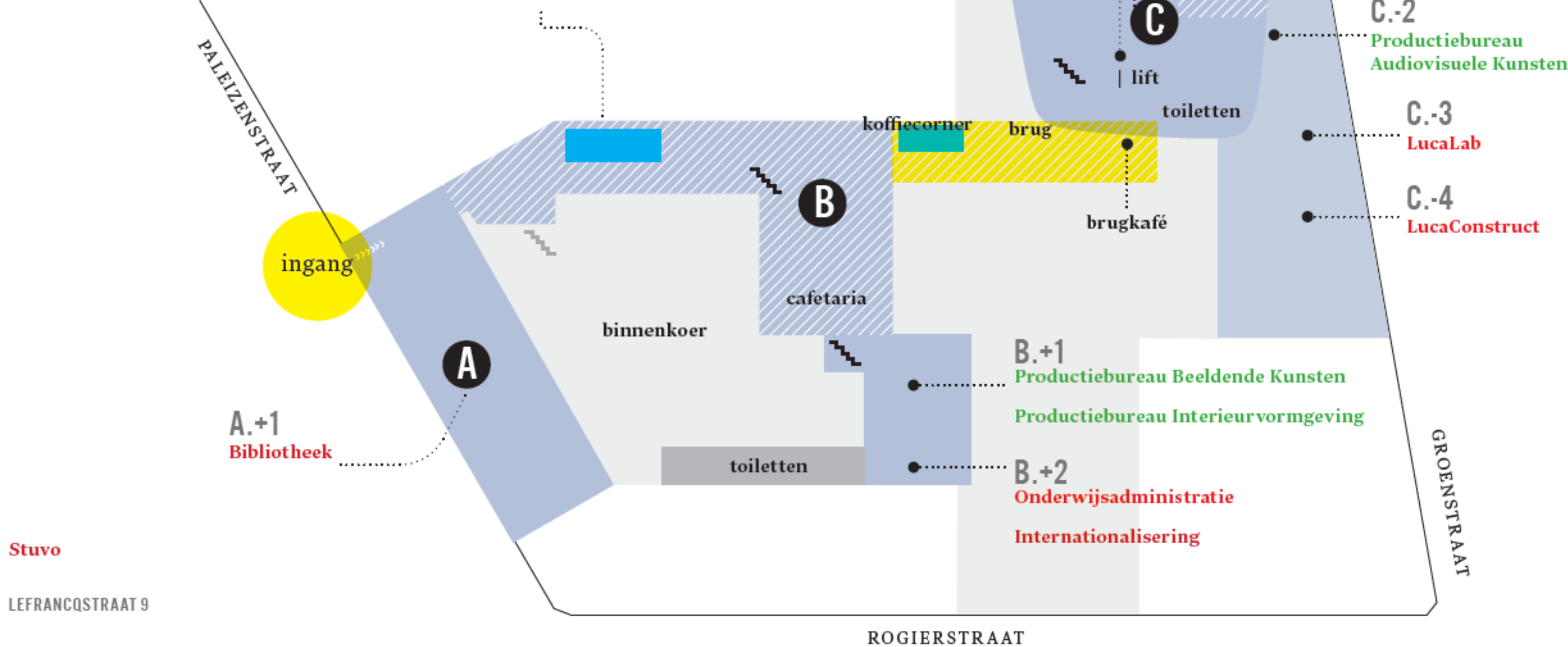
Site plan campus



Locatieaanduidingen:



Het niveau van de Paleizenstraat wordt beschouwd als het gelijkvloers



Library

- A-wing, 1st floor
- Bibliotheek.sintlukas@luca-arts.be
- Opening hours: Monday to Friday, 9 a.m. to 6 p.m.



LUCA Work Spaces

Introduction



LUCAprint



LUCAprint

- 2 spaces: self service and by appointment
- Self service: for plotting plans and laser prints
- By appointment: for special papers, inks, books,...





LUCAprintmaking

Analogue Printing

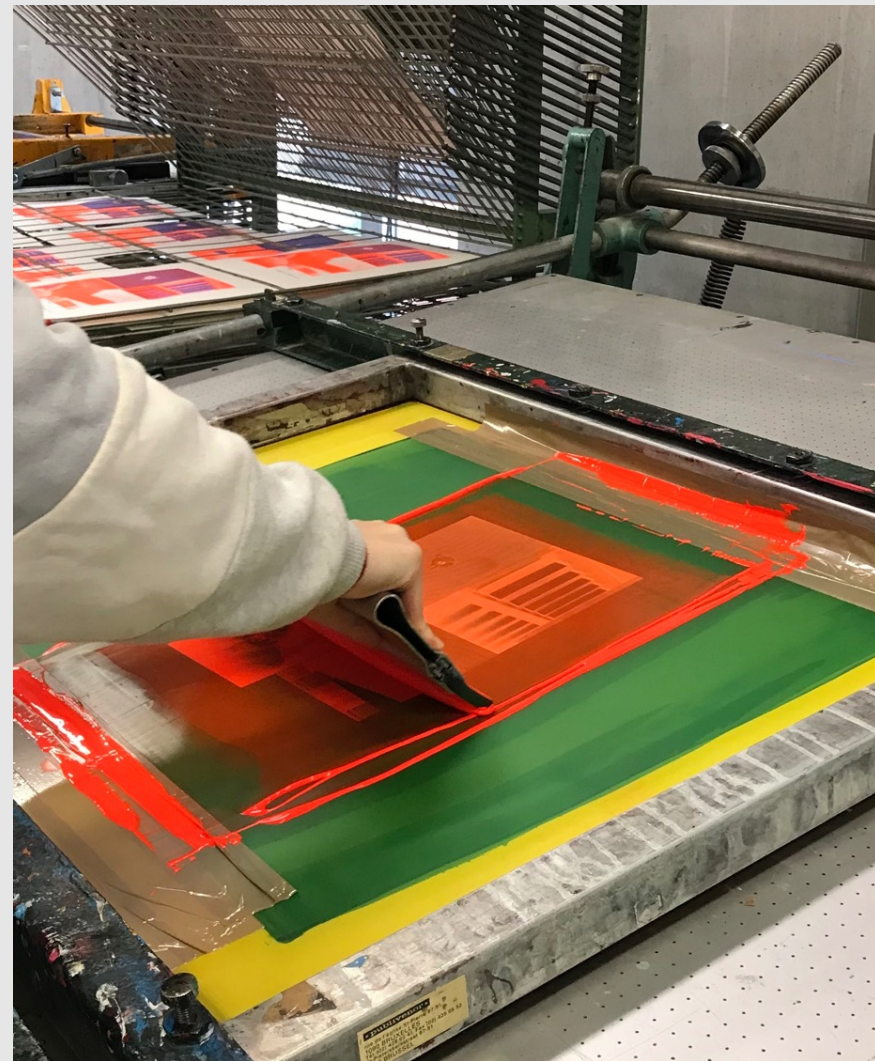
- Woodcut
- Letterpress
- Photo polymeer



- Dry Needle
- Toyobo



- Screen Printing
- Risography



Book binding

- Artist books
- Zines



- Cyanotype
- Monotype



LUCAlab



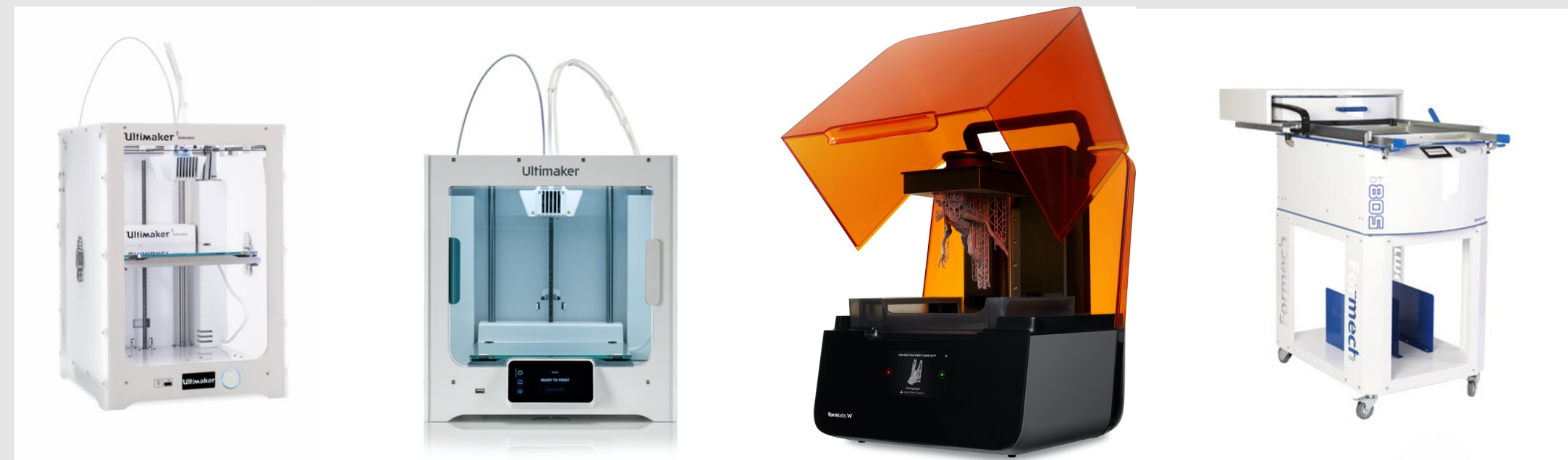
LUCAIab

- Digital manufacturing (starting from a digitale file)



Machines

- 2 small format lasercutters (700 x 400mm)
- 1 large format lasercutter (1245 x 700mm)
- Vinylcutter
- 2 FDM 3d printers
- SLA 3d printer
- Thermoforming machine



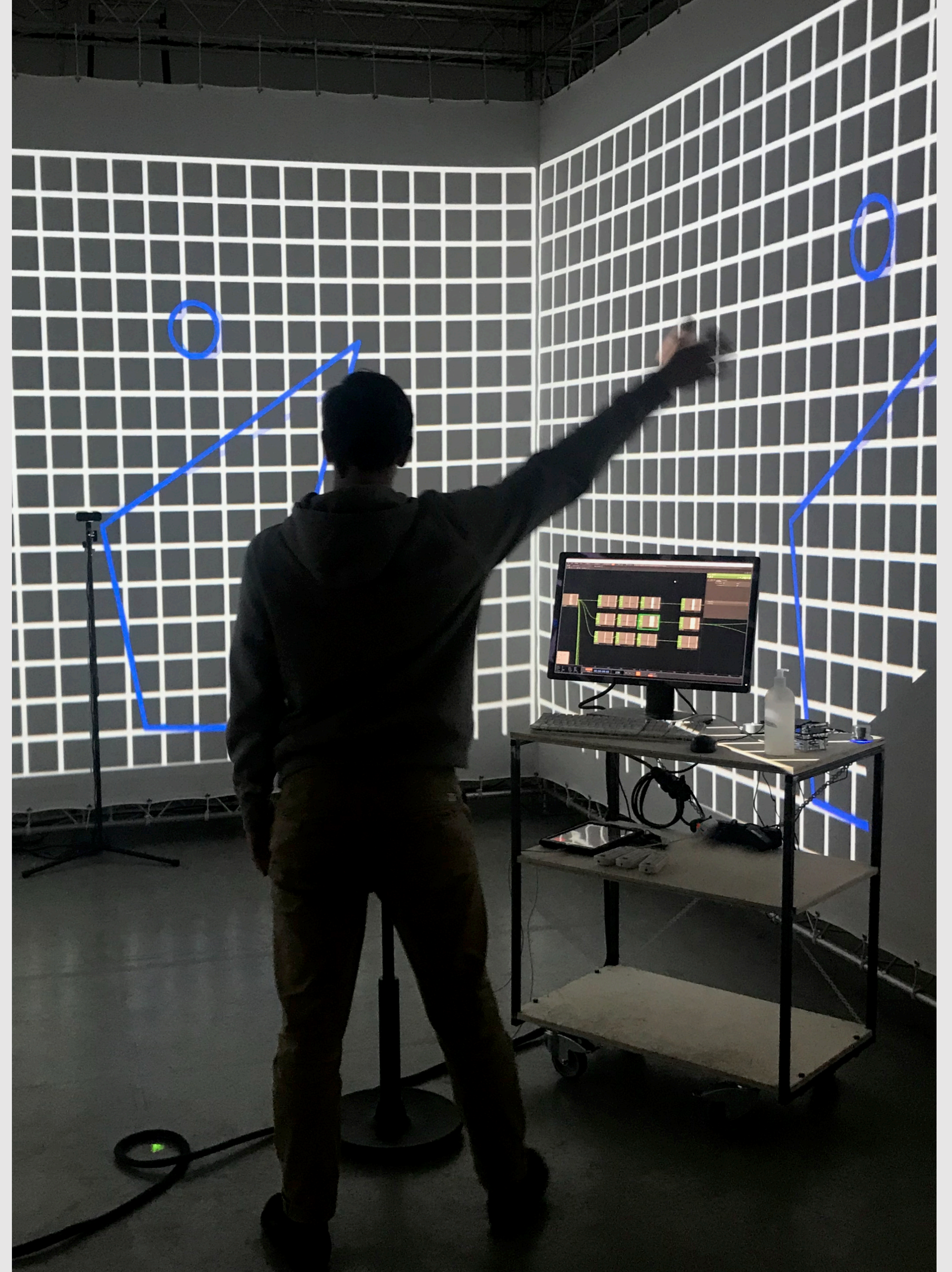


LUCA SCL*
Spatial Computing Lab

LUCA SCL* ?

*Spatial Computing Lab is a multimedia and immersive lab focussing on real time experiment and research in the fields of interactivity, video mapping and virtual production.

The workshop is a learning environment in its earliest stage and always in development.



LUCA Photo





Luca Photo

- Studio's for photographic recordings
- Develop analogue film and paper (color and black and white)
- Digitisation of analogue film

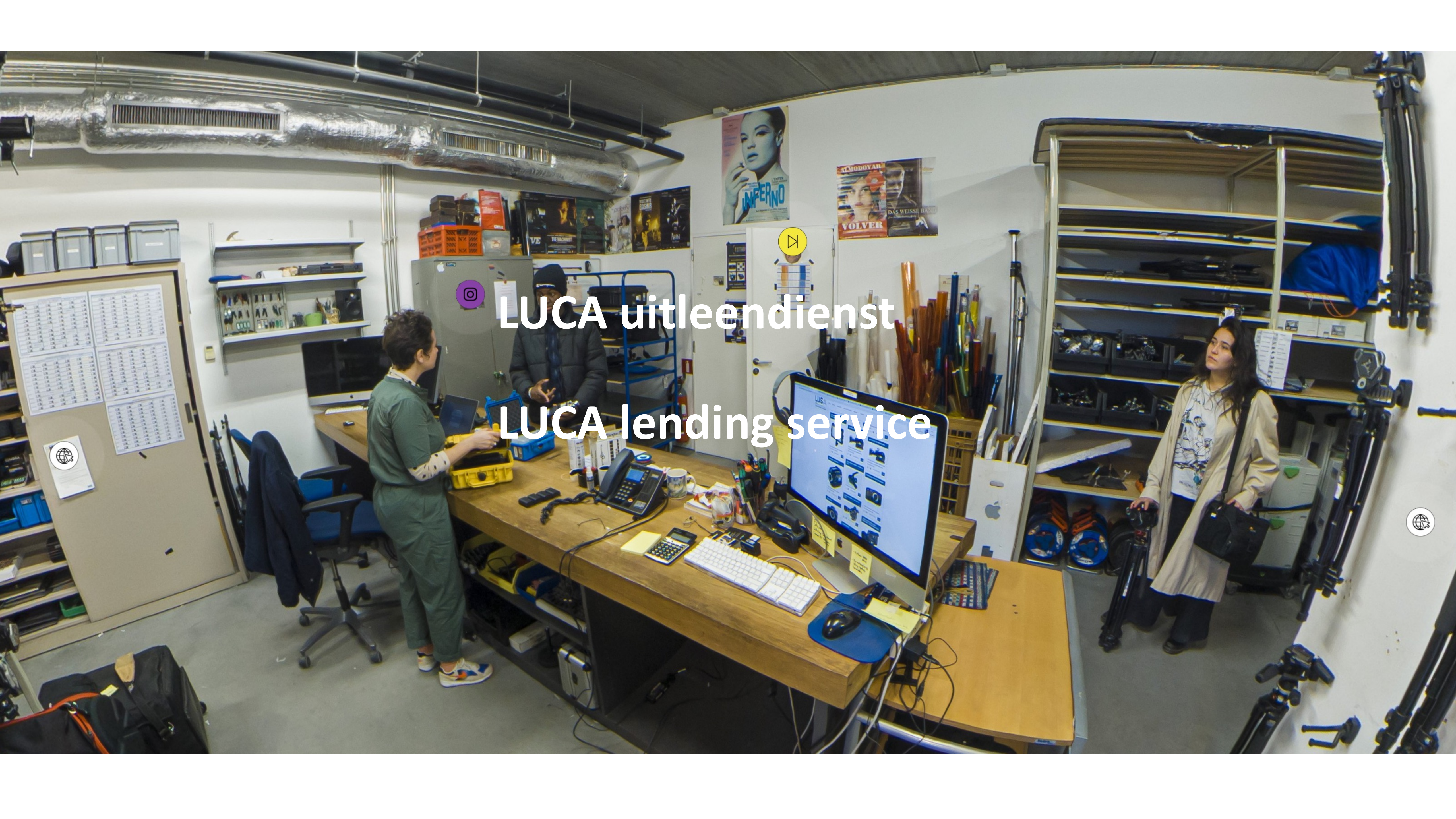
LUCA Construct





LUCA CONSTRUCT

- Wood and metal workshop
- CNC-Studio



LUCA uitleendienst

LUCA lending service



POOL

How does the lending service work?

- Understand our service as a pool of technical support and endless possibilities of our audiovisual equipment; Make use of it!
- The higher your education or technical knowhow, the more you get access to our sensitive AV-material.
- All lendings are only related to your LUCA modules and classes.
- Free of charge.
- Respect at all times the lending terms and rules.
- Consult and reserve your equipment online > luca-arts.be/lus





ICT

The screenshot shows the LUCA website interface. At the top, there is a navigation bar with links for 'Grafie', 'Game Design Bachelor', 'Grafiek & Tekenkunst', 'Grafisch Ontwerp', 'Grafisch ontwerp - Media & Information Design', 'Illustratie', and 'Inst'. Below this, the word 'BACHELOR' is prominently displayed. The main content area features a 'genda' (calendar) section with four event cards: 'Master Assessments 2023', 'Lara Bongard: The girl who crossed the river with a tablecloth', 'De zeel De zee!', and 'Artistieke Toelating Proeven 2023'. Each card includes a 'Bekijk event' link and a date range. To the right, a 'STUDENTENVOORZIENINGEN' (Student Services) menu is visible, listing various services. The 'IT voorzieningen [Toledo, webmail...]' link is circled in orange. A large orange arrow points from this link in the menu to a magnified view of the same link in the navigation menu on the right side of the image.

STUDENTENVOORZIENINGEN

- Studentenvoorzieningen
- Stuvo kalender
- Studiefinanciering
- Op kot
- Individuele studentenbegeleiding
- Sport en cultuur
- IT voorzieningen [Toledo, webmail...]**
- Bibliotheek

ALUMNI

- ART OFFICE
- BEDRIJVEN
- OVER LUCA
- PERS
- MY.LUCA
- WEBMAIL [MEDEWERKERS]
- VACATURES

LUCA

WIFI

EDUROAM

CAMPUSROAM

Wifi rnummer@kuleuven.be

Password



www.luca-arts.be/it-voorzieningen

Link naar Academic Software / Link to Academic Software

The screenshot shows the LUCA website interface. At the top, a navigation bar lists various programs: Fotografie, Game Design Bachelor, Grafiek & Tekenkunst, Grafisch Ontwerp, and Grafisch ontwerp - Media & Information Design. Below this, the word 'BACHELOR' is prominently displayed. On the left, there is an 'Agenda' section with a sub-header 'Ontdek hier de data voor onze Artistieke Toelatingsproeven, Opencampusdagen en vele events.' and a link 'Volledige agenda →'. The main content area features three event cards: 'Master Assessments 2023' (deadline 06.09), 'Lara Bongard: The girl who crossed the river with a tablecloth' (tentoonstelling), and 'De zee! De zee!' (tentoonstelling). On the right side, a list of 'STUDENTENVOORZIENINGEN' (Student Services) is shown, including 'Studentenvoorzieningen', 'Stuvo kalender', 'Studiefinanciering', 'Op kot', 'Individuele studentenbegeleiding', 'Sport en cultuur', and 'IT voorzieningen [Toledo, webmail...]', which is circled in orange. At the bottom, there are sections for 'PRAKTISCHE INFORMATIE' (Administratie, Praktische informatie inschrijven bachelor, etc.), 'ALUMNI' (ART OFFICE, BEDRIJVEN, etc.), and social media icons.



ACADEMIC SOFTWARE

LUCA School of Arts has an agreement with Academic software

<http://academicsoftware.luca-arts.be>

Adobe Creative Cloud, Office 365, antivirus software and additional education software

For Interior Design, Construction Technology, AVK and BK, these are included in the extra study costs.

LUCA School of Arts heeft een overeenkomst met Academic software

<http://academicsoftware.luca-arts.be>

Adobe, Office 365, antivirus software en extra opleidingssoftware

Voor IV, BW, AVK en BK zit dit verwerkt in de extra studiekosten













Academic Software

<http://academicsoftware.luca-arts.be>

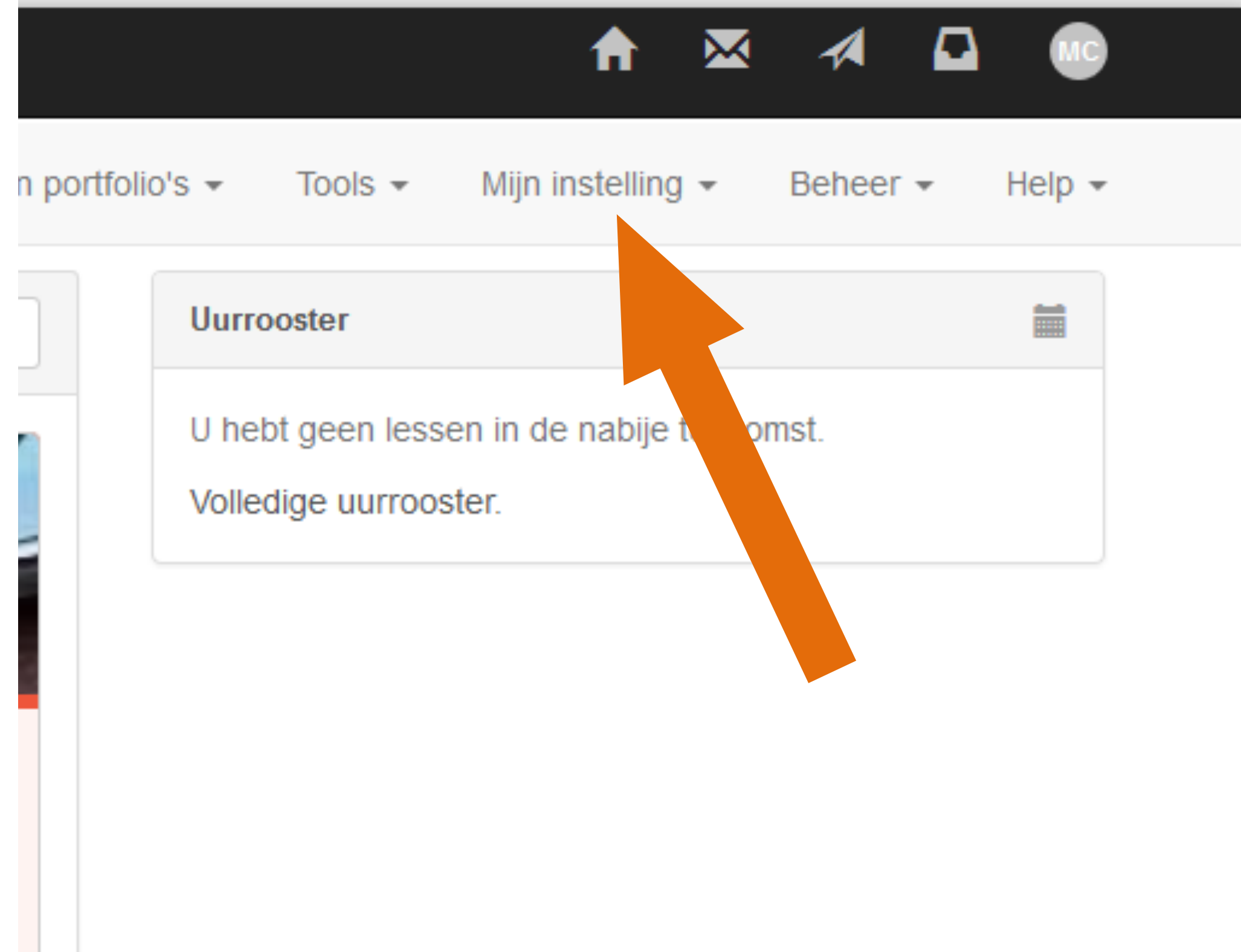
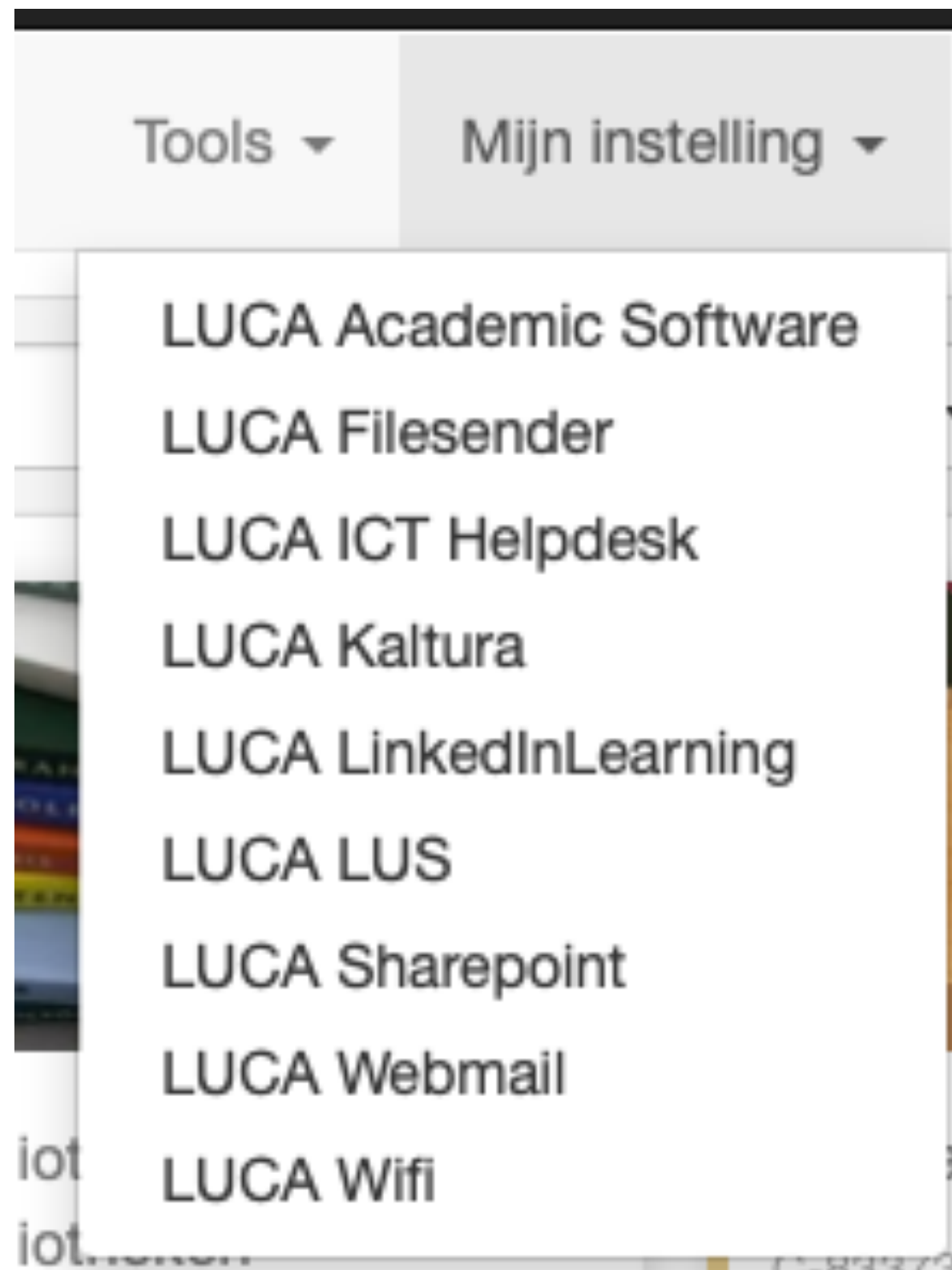


LUCA SCHOOL OF ARTS

Software binnen jouw pakket

 Adobe Creative Cloud creative app	 Windows 10 Upgrade of nieuwe installatie	 Office 365 Windows & Mac	 Autodesk Softwarepakket	 EPB Software Rapportage energieprestatie	 Aproplan Construction App
 Blender	 Blender	 Blender	 axure	 Blender	 Blender

Link naar LinkedIn Learning/ Link to LinkedIn Learning



LinkedIn Learning

free tutorials to practice software programs

The screenshot shows the LinkedIn Learning interface. At the top, there is a search bar with "Adobe Premiere Pro" entered. Below the search bar are navigation tabs for "English", "Type", "Content by", "Time to Complete", "Level", and "All filters". The main content area displays a list of learning items:

- VIDEO: Adobe Premiere Pro**
By LinkedIn Learning · Jul 2020 · From the course: Creative Cloud Crash Course
10m 14s left
- COURSE: Premiere Pro 2022 Essential Training**
By Ashley Kennedy · 3 weeks ago
4.8 stars (56) · 1,559 learners · Beginner
- COURSE: Premiere Pro 2020 Essential Training**
By Ashley Kennedy · Updated Dec 2020
4.8 stars (2,321) · 120,629 learners · Beginner
- COURSE: Getting Started with Premiere Pro for the Non-Video Pro**
By Richard Harrington · Mar 2022
4.7 stars (163) · 4,529 learners · Beginner
- LEARNING PATH: Ace the Basics: Adobe Photoshop, Illustrator, and Premiere Pro**
By LinkedIn Learning · Nov 2020
9,574 learners · Skills: Adobe Premiere Pro, Video Editing
- LEARNING PATH: Become a Video Editor**
By LinkedIn Learning · Jul 2019
47,445 learners · Skills: Video Production, Adobe Creative Suite

The screenshot shows the Adobe Premiere Pro software interface. The main preview window displays a video of a man in a red jacket standing on a motorboat. The timeline at the bottom shows a project named "Oyster Demo" with a media browser containing various video files like "platform wheel slow.mp4" and "waterline.mp4". The interface includes standard video editing tools and a "Drop media here to create sequence" prompt.

LUCA

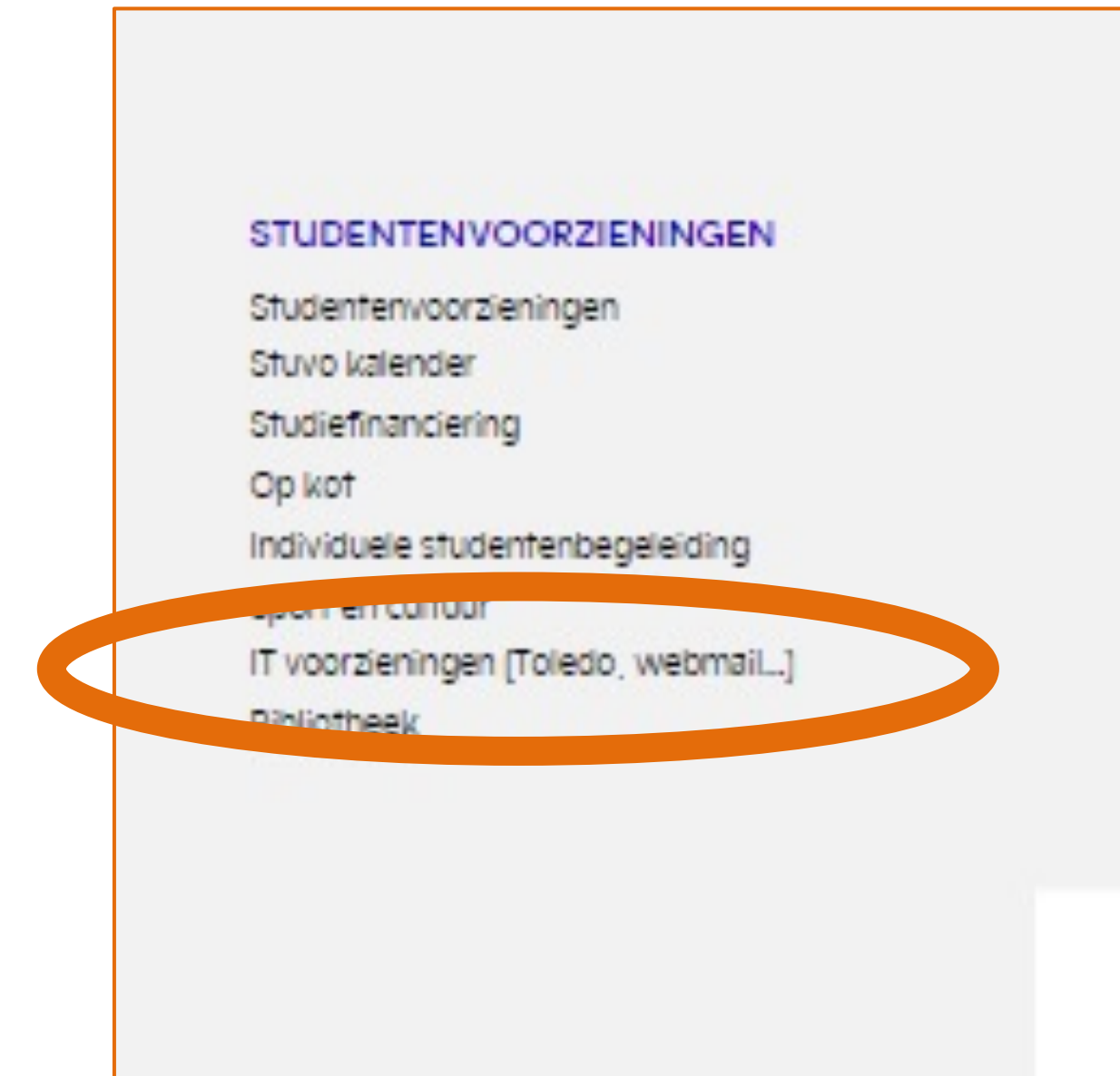
Hardware with student discount

PC

<https://www.campusshop.be>

Apple

<https://www.apple.com/be-nl-edu/store>



www.luca-arts.be

IT Voorzieningen

STUDENTENVOORZIENINGEN

Studentenvoorzieningen

Stuvo kalender

Studiefinanciering

Op kot

Individuele studentenbegeleiding

Open en concur

IT voorzieningen [Toledo, webmail...]

Bibliotheek

IT HELPDESK

LUCA IT Helpdesk

helpdesk@luca-arts.be

Voor dringende problemen :Tel: 02.250.11.11

Openingsuren: 9:00 - 12:00 & 13:00 tot 16:00

DIGITAL TOOLS

www.luca-arts.be

➤ Practical Information: footer LUCA Website

PRACTICAL INFORMATION

Administration

Certificates

Practical Information Registration Bachelor

Practical Information Registration Master

Studying with special needs

Tuition Fees

Deregistration

Exemptions

Regulations on education and examination

Code of conduct

Your stay at LUCA

STUDENT FACILITIES

Student Support Services

Stuvo Calendar

Financial Support

Housing

Individual Student Support

Sports & Culture

ICT services (Toledo, webmail...)

Library

Contact

➤ Practical Information: footer LUCA Website

The screenshot shows the footer of the LUCA School of Arts website. A red circle highlights the 'PRAKTISCHE INFORMATIE' section in the bottom left. A red arrow points from this section towards the right side of the page. In the top right corner, there is a vertical menu with 'LUCA International' and a search icon. The main content area features a 'STARTDAGEN 2024' banner with a welcome message and a list of campus links.

LUCA
SCHOOL OF ARTS

Beeldverhaal en illustratie
Drama
Film en Animatiefilm
Game en 3D Design
Ontwerp en Design

Bouw
Educatieve Master
Fotografie
Muziek
Vrije Kunsten

[Schrijf je in](#)

Campussen
Opleidingen
Info over LUCA
Agenda
Research
Hou mij op de hoogte

NL

LUCA International

Art #WeA

STARTDAGEN 2024

Welkom bij LUCA School of Arts!

Schreef je je in voor een van onze opleidingen?
Dan verwelkomen we jou binnenkort graag op onze campus!

Hieronder vind je terug wanneer het startmoment voor jou plaatsvindt. Onze docenten en trajectbegeleiders delen administratieve en praktische info, leiden je rond op de campus en gaan met je aan de slag in de ateliers en werkplaatsen!

Vergeet je niet in te schrijven!
Om te kunnen starten dien je voor sommige opleidingen een toelatingsproef afgelegd te hebben.

Meer info over de eerste lessen vind je op toledo en in je uurrooster.

[Campus Brussel / Sint-Lukas](#) ↓
[Campus Leuven / Lemmens](#) ↓
[Campus Brussel / Narafi](#) ↓
[Campus Gent / Sint-Lucas](#) ↓
[Campus Genk / C-mine](#) ↓
[Frequently asked Questions](#) ↓

PRAKTISCHE INFORMATIE

- Administratie
- Praktische informatie inschrijven bachelor
- Praktische informatie inschrijven master
- Studeren met statuut
- Studiekosten
- Uitschrijven
- Vrijstellingen
- Gedragscode

STUDENTENVOORZIENINGEN

- Studentenvoorzieningen
- Stuvo kalender
- Studiefinanciering
- Op kot
- Individuele studentenbegeleiding
- Sport en cultuur
- IT voorzieningen (Toledo, webmail...)
- Bibliotheek

ALUMNI

- ART OFFICE
- BEDRIJVEN OVER LUCA
- PERS
- MY.LUCA
- WEBMAIL
- VACATURES

f t @ d in

360

PRAKTISCHE INFORMATIE

Administratie

Praktische informatie inschrijven bachelor

Praktische informatie inschrijven master

Studeren met statuut

Studiekosten

Uitschrijven

Vrijstellingen

Gedragscode

New students

[Introduction Days 2023 - 2024](#) →



[Register as an interuniversity student](#) →



[Refugees welcome at LUCA!](#) →



Students

[Requesting Certificates](#) →



[Code of conduct LUCA](#) →



[Regulations on education and examination](#) →



[Academic Calendar](#) →



[Notification of absences](#) →



[Exams](#) →



[Study Guide \[ECTS fiches \]](#) →



[Deregistration for degree students](#) →



[Internal appeal exam disputes](#) →



[Master Electives](#) →



[Individual Study Program \(ISP\)](#) →



[Student Card](#) →



[Study credits](#) →



[Class Time table](#) →



Alumni

[Requesting Certificates](#) →



[Expense report student](#) →



[Insurance](#) →



[Info education quality](#) →



www.luca-arts.be

- Notification of illness or absences?
- Notify through <https://proform.luca-arts.be/student/ziektemelding>
- This will ensure that all teachers concerned are informed

New Students Introduction Days 2023 - 2024 →	Register as an interuniversity student →	Refugees welcome at LUCA! →
Students Requesting Certificates →	Code of conduct LUCA →	Regulations on education and examination →
Academic Calendar →	Notification of absences →	Exams →
Study Guide (ECTS fiches) →	Deregistration for degree students →	Internal appeal exam disputes →
Master Electives →	Individual Study Program (ISP) →	Student Card →
Study credits →	Class Time table →	Alumni Requesting Certificates →
Expense report student →		
Insurance →	Info education quality →	

- Illness or absence?
- During the class weeks, your notification of illness must be submitted within 3 working days. (document with scan of valid doctor's certificate)
- During exam periods, notify the ombuds within 3 working days as well. (document with scan of valid doctor's certificate)
- The ombudsperson may provide a rescheduled exam or postpone if necessary

ABSENCE during COURSEWEEK

[During courseweek](#)

ABSENCE during EXAMS

[During exams](#)

Absence during an exam period: always report an absence before the start of an exam. Based on the information you provide, the exam ombudsperson will decide whether or not to schedule a catch-up time for the exam. Please note that you must submit your illness report + valid doctor's certificate within three working days in order to be declared legitimately absent by the ombudsperson of the course.

The absence of a teacher will be reported via TOLEDO.

Toledo

- Toetsen en leren doeltreffend ondersteunen
- <http://toledo.luca-arts.be>
- = Digital learning environment and home page for digital applications

- Hand in papers
- Sign up for activities
- Download syllabi, notes,...
- Read messages (Absence teacher,...
- Information regarding the examination period
- ISP sessions (via infoLUCA@Brussel)
- ...

• ...













Toledo

KU Loket ▾ Bestanden en portfolio's ▾ Tools ▾ Mijn instelling ▾ Beheer ▾ Help ▾

Filter je inschrijvingen Geen filters geselecteerd

Uurrooster

U hebt geen lessen in de nabije toekomst.
Volledige uurrooster.

 2016 - 2017 - infoLUCA C-4904661-K-1617 1	 - infoLUCA [1516] C-4904661-K-1516	 - stuvoLUCA@Brussel [1516] C-5046279-K-1516	 --- infoLUCA (Intranet stu 2015-2016 [C-5707921-K-15
 2016 - 2017 --- infoLUCA@Brussel (Intranet studenten) 2016-2017 C-5707921-K-1617 4	 --- infoLUCA@Brussel/beeld kunsten [1516] C-5568157-K-1516	 Atelier illustratie 1 [K61202] [1516] B-LUCA-K61202-1516	 Bibliotheek S [1516] C138540-K-151
 Cultuur- en mediastudies 2 [K61033] [1516]	 infoLUCA@faculteit kunsten [1516]	 Letterkunde [K60354] [1516]	 participatieraad@Brussel [1516]

2016 - 2017
--- infoLUCA@E (Intranet studen 2016-2017
C-5707921-K-1617
4

infoLUCA@Brussel/beeld kunsten [1516]
C-5568157-K-1516

Work Spaces

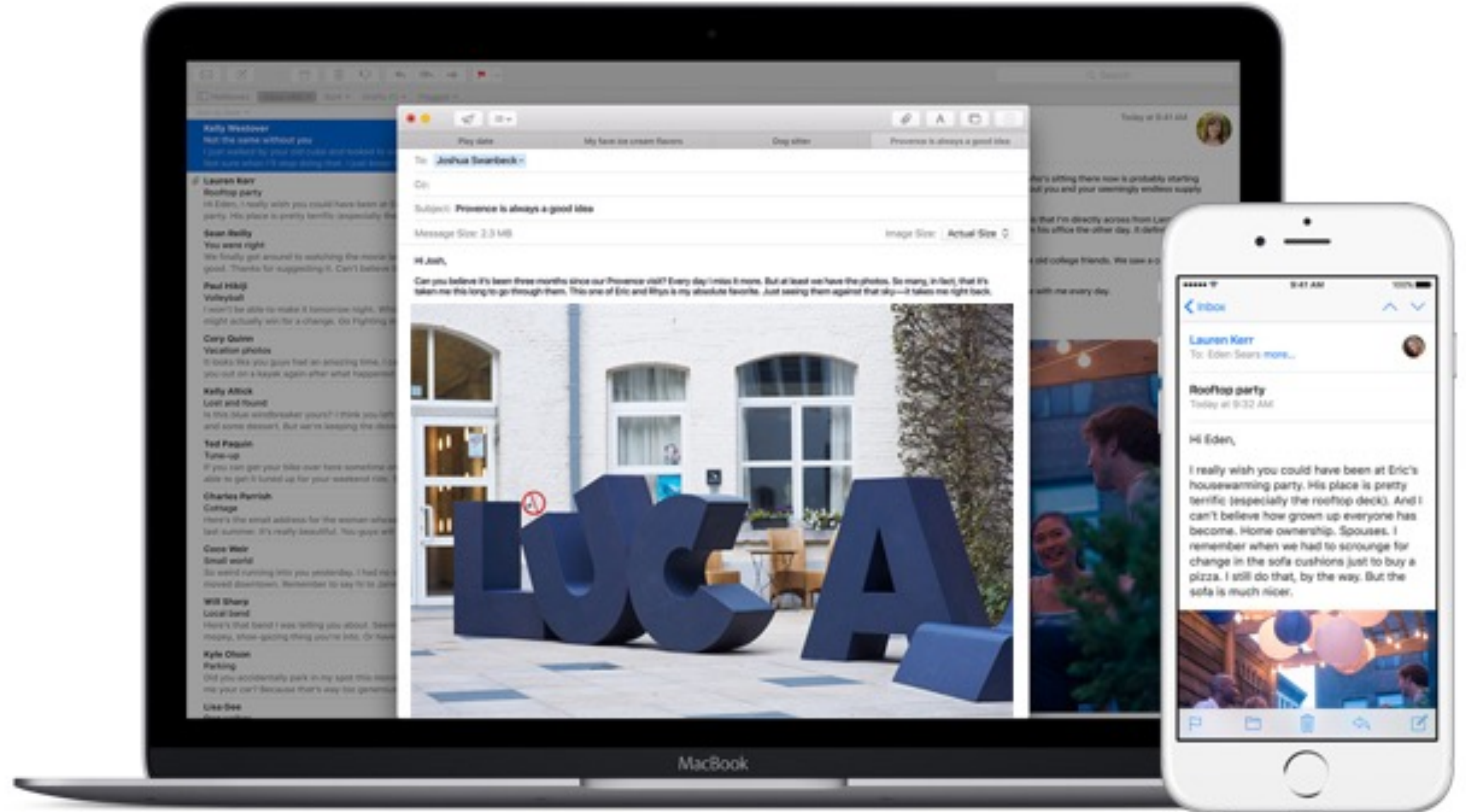
➤ Make a reservation through Toledo

- LUCA construct
- LUCA film
- LUCA foto
- LUCA lab
- LUCA print
- LUCA printmaking
- LUCA uitleen
- LUCA spatial computing lab



Toledo

➤ LUCA email



LUCA
SCHOOL
OF
ARTS

IMPORTANT!

Read your emails on a **daily** base
(voornaam.familienaam@luca-arts.be)

&

Toledo messages

Toledo

➤ Link to KU-loket

The screenshot displays the Toledo student portal interface. At the top right, there is a navigation bar with icons for home, mail, a paper plane, a folder, and a user profile labeled 'MC'. Below this, a horizontal menu contains the following items: 'KU Loket' (highlighted with a yellow oval and a red arrow), 'Bestanden en portfolio's', 'Tools', 'Mijn instelling', 'Beheer', and 'Help'. A dropdown menu is open under 'KU Loket', listing the following options: 'KU Loket (stu...', 'Studentendoss...', 'Uurrooster', 'ISP', 'ISP deadlines', 'IER', and 'SVD'. To the right of the dropdown, a 'Uurrooster' (timetable) section is visible, containing the text: 'U hebt geen lessen in de nabije toekomst. Volledige uurrooster.' Below the navigation bar, there is a sidebar with a 'Brussel' section and a contact card for 'infoLUCA@Brussel (Intranet studenten) 2015-2016 [1516] C-5707921-K-1516'.

The screenshot shows the 'Beginscherm' (Dashboard) of the KU-loket system. At the top left, there is a user profile icon and the text 'ASSOCIATIE KU LEUVEN'. The main navigation bar includes 'Studie & Examens', 'Agenda', 'Bevraging', 'Inschrijving & Aanvragen', 'Veiligheid', and 'Ondersteuning'. The 'Studie & Examens' section is active and contains six tiles: 'Studentendossier' (Adres, Attesten), 'Examenresultaten', 'Studievoortgangsdossier' (Examenresultaten), 'Individueel Studieprogramma (ISP)', 'Individueel Examenrooster (IER)', and 'Toledo'. Below this, the 'Agenda' section contains two tiles: 'Uurrooster' and 'Agenda Sync' (Outlook, OWA).

ASSOCIATIE KU LEUVEN

Beginscherm

Studie & Examens Agenda Bevraging Inschrijving & Aanvragen Veiligheid Ondersteuning

Studentendossier Examenresultaten Studievoortgangsdossier Individueel Studieprogramma (ISP) Individueel Examenrooster (IER) Toledo

Adres, Attesten Examenresultaten Examenresultaten

Agenda

Uurrooster Agenda Sync

Outlook, OWA

ASSOCIATIE KU LEUVEN

Beginscherm

Studie & Examens Agenda Bevraging Inschrijving & Aanvragen Veiligheid Ondersteuning

Studentendossier Examenresultaten Studievoortgangsdossier Individueel Studieprogramma Individueel Examenrooster Toledo

Studentendossier - Dimitri Vegas

Adres, Atte

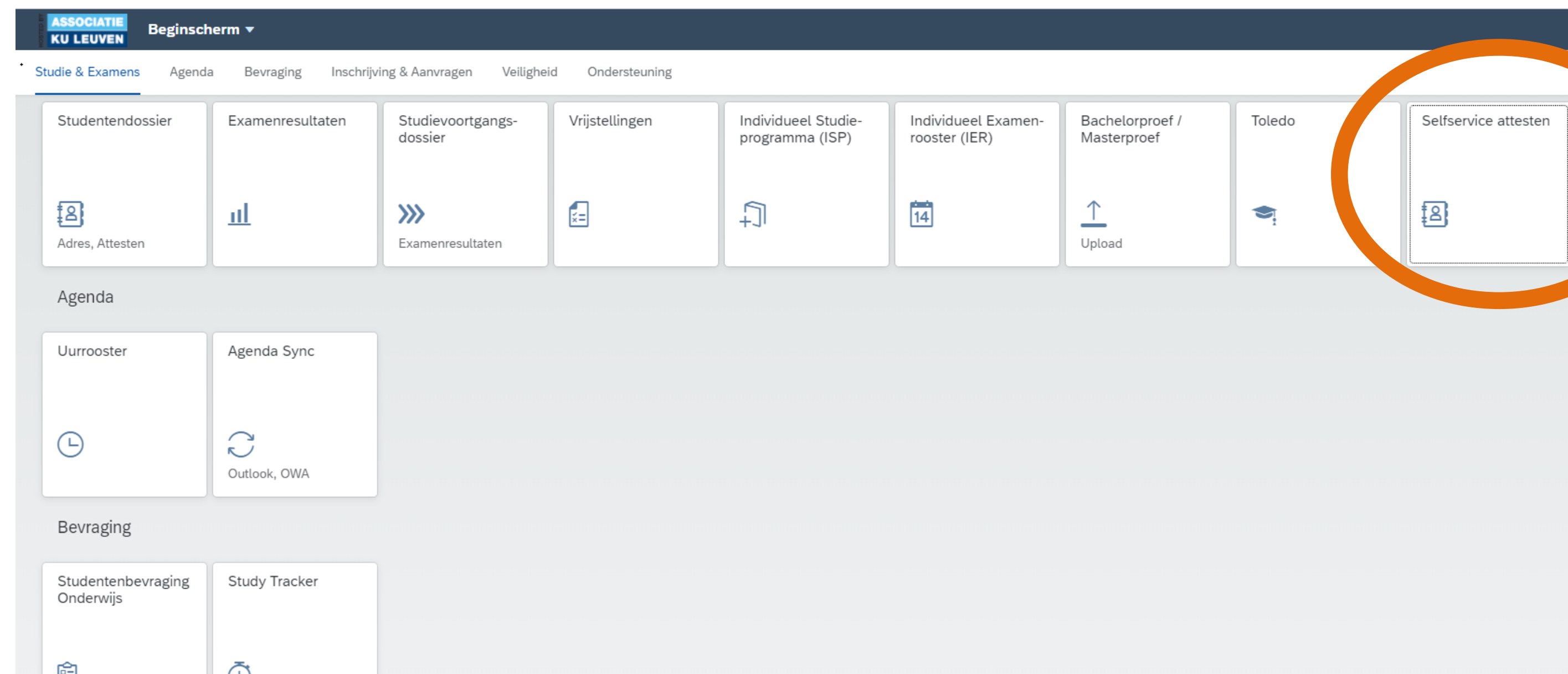
Welkom Identificatie Adressen Curriculum Financieel Wet op privacy Attesten

Agenda

Uurrooster

Je kan het studentensecretariaat bereiken op onderstaand adres:
LUCA School of Arts UC onderwijsadmin.brussel@luca-arts.be

Je kan zelf je attesten printen of mailen
You can print or mail your own certificates



Beginscherm

ASSOCIATIE KU LEUVEN

Studie & Examens | Agenda | Bevraging | Inschrijving & Aanvragen | Veiligheid | Ondersteuning

Studentendossier | Examenresultaten | Studievoortgangsdossier | Individueel Studieprogramma (ISP) | Individueel Examenrooster (IER) | Toledo

Opleidingen Leerkrediet Weigeringen? Archief weigeringen

Jaar	Opleiding	Datum	Examenperiode	Leerkrediet	Weigeringen?	Archief weigeringen
2016-2017	Bachelor in de beeldende kunsten (Brussel), LUCA	Juni	Studievoortgang 2de examenperiode			
		Januari	Studievoortgang 1ste examenperiode			
2015-2016	Bachelor in de beeldende kunsten (Brussel), LUCA	23.06.2016	Resultaten 2de examenperiode	63.88 %	100.00 %	
		07.02.2016	Resultaten 1ste examenperiode	61.88 %	67.00 %	
2014-2015	Bachelor in de beeldende kunsten (Brussel), LUCA	25.06.2015	Resultaten 2de examenperiode	60.75 %	100.00 %	
		12.02.2015	Resultaten 1ste examenperiode	53.75 %	100.00 %	

ASSOCIATIE
HOSTED BY
KU LEUVEN

Beginscherm

Studie & Examens Agenda Bevraging Inschrijving & Aanvragen Veiligheid Ondersteuning

Studentendossier

Adres, Attesten

Agenda

Uurrooster

Kalender Lijst Reekskeuze

26 sep. - 2 okt. 2016 yyyymmdd Vandaag Dag Werkweek Week

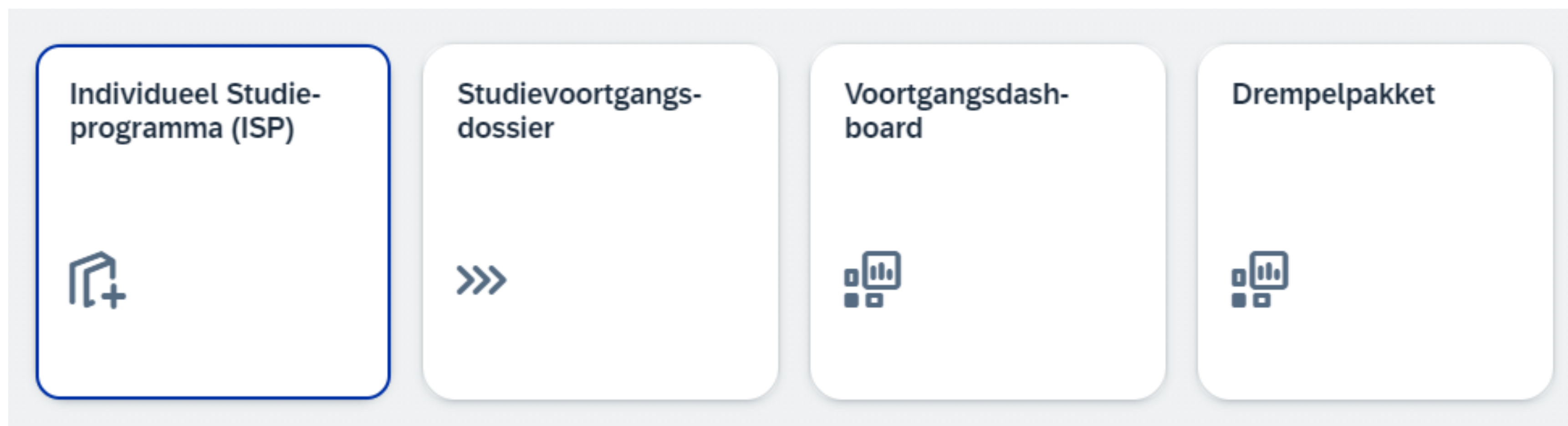
	ma. 26-9	di. 27-9	wo. 28-9	do. 29-9	vr. 30-9
07					
08					
09		Onderzoekspraktijk BV SLBB - 02.B2.02 (B2.02 - Practicumruimte) De heer Stuyck Johan	Atelier illustratie 2 SLBB - 02.B2.02 (B2.02 - Practicumruimte) Mevrouw Heremans Inge		Tekenen beeldverhaal B SLBB - 03.B3.02 (B3.02 - Practicumruimte) De heer Braem Georges
10		Actuele narratieve technieken SLBB - 02.B2.02 (B2.02 - Practicumruimte) De heer Otten Simon			
11					
12					
13					
14	Atelier Stripverhaal 2 SLBB - 02.B2.02 (B2.02 - Practicumruimte) Mevrouw Vanistendael Judith				Portfolio beeldverhaal B SLBB - 02.B2.02 (B2.02 - Practicumruimte) De heer Stuyck Johan
15		Schrijven B SLBB - 02.B2.02 (B2.02 - Practicumruimte) Mevrouw Spit Lize			
16			Storytelling SLBC - 00.C0.06 (C0.06 - Practicum Vrije Kunsten) De heer Pijnenborg Tom		
17					
18					

INDIVIDUEEL STUDIEPROGRAMMA (ISP)

INDIVIDUAL STUDY PROGRAM (ISP)

Selecteer ISP-tegel in KU Loket

Select ISP tile in your KuLoket



ISP van jouw opleiding – tabblad 1

Tabblad 1: ISP of your program

ASSOCIATIE KU LEUVEN Jouw individueel studieprogramma (ISP) ▾

🔍 🗨️ EJ

[Selecteer je opleidingsonderdelen](#) > [Vervolledig je uurrooster](#) > [Dien je ISP in](#) | [Contact](#)

Bachelor in de audiovisuele kunsten (Brussel)

Traject Film

Fase 1 Fase 2 Fase 3

■ Opleidingsonderdelen niet meer aangeboden in het huidige opleidingsprogramma

- 6 sp. K44412 Scenario 1
- 5 sp. K44445 Geluid & Montage
- 14 sp. K44457 Filmregie
- 5 sp. K44543 Beeld en Beeldverwerking Film
- 6 sp. K42927 Filmstudies 2

■ Gemeenschappelijk

■ Verplicht programma

- 6 sp. K44396 Filosofie en kunstfilosofie 1
- 6 sp. K44465 Waarneming en Visuele Antropologie 1

Feitelijk opgenomen
sp. 2024-2025

Totaal
0 sp. 0 0 0

Deadline en status ISP

Volgende opening ISP vanaf
16-09-2024

Nog in te dienen

i 0

Opslaan [Volgende >](#)

Vakken aanvinken

Tick the courses you want to enroll



Bachelor in de audiovisuele kunsten (Brussel)

Traject Film

Fase 1 Fase 2 Fase 3

<input type="checkbox"/>	3 sp.	K44624	Interview	2	◀
<input type="checkbox"/>	9 sp.	K44625	Vrij werk	2	▶
<input type="checkbox"/>	6 sp.	K42620	Film Studies 3	2	3
<input type="checkbox"/>	15 sp.	K44579	Bachelorproef Film	3	▶
<input type="checkbox"/>	3 sp.	K44626	Productiestudies Film 1	3	◀
<input type="checkbox"/>	3 sp.	K44627	Productiestudies Film 2	3	▶

■ ■ Atelier Film

Student kiest in samenspraak met de opleiding 1 van de 3 keuze-ateliers

<input type="checkbox"/>	9 sp.	K44508	Actor's Studio	3	◀
<input type="checkbox"/>	9 sp.	K44509	Testimony	3	◀
<input type="checkbox"/>	9 sp.	K44510	Close Up	3	◀

Feitelijk opgenomen sp. 2024-2025

Totaal 0 sp. ◀ 0 ▶ ● 0

Deadline en status ISP

Volgende opening ISP vanaf 16-09-2024

Nog in te dienen

Hover over grey boxes for your status of a course

ASSOCIATIE KU LEUVEN Jouw individueel studieprogramma (ISP) ▾

[Selecteer je opleidingsonderdelen](#) > Vervolledig je uurrooster > Dien je ISP in | Contact

Bachelor in de audiovisuele kunsten (Brussel)

Traject Film

Fase 1 Fase 2 Fase 3

▾ **■ Opleidingsonderdelen niet meer aangeboden in het huidige opleidingsprogramma**

- 6 sp. K44444 Kunstgeschiedenis vanaf 1900
Je hebt een tolerantie voor dit opleidingsonderdeel expanded
- 6 sp. K34474 Inleiding in Kunsteducatie (ASSOCIATEDU)
- 5 sp. K44543 Beeld en Beeldverwerking Film
Je hebt een credit voor dit opleidingsonderdeel ies 2

▾ **■ Gemeenschappelijk**

▾ **■ Verplicht programma**

- 6 sp. K44396 Filosofie en kunstfilosofie
- 6 sp. K44465 Waarneming en Visuele Antropologie

Feitelijk opgenomen sp. 2024-2025

Totaal 0 sp. 0 0 0

Deadline en status ISP

Volgende opening ISP vanaf 16-09-2024
Nog in te dienen

0 Opslaan Volgende >

Typ hier om te zoeken 13°C Grotendeels b... 11:08 12/09/2024

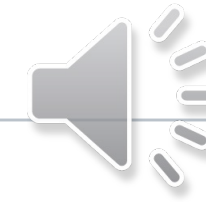
Icons and their meanings - ECTS

Bachelor in de audiovisuele kunsten (Brussel)

Traject Film

Fase 1 Fase 2 Fase 3

- | | | | |
|-------------------------------------|-------|--------|----------------------|
| <input type="checkbox"/> | 6 sp. | K44451 | Mise-en-scène |
| <input type="checkbox"/> | 6 sp. | K44452 | Stop motion |
| <input checked="" type="checkbox"/> | 6 sp. | K44453 | Digitale dimensies |
| <input type="checkbox"/> | 6 sp. | K44454 | Hybride vertelvormen |



- 2
- 2
- 2
- 2
- 1
- 1
- 1

■ Traject Film

■■ VERPLICHT OP TE NEMEN

- | | | | |
|-------------------------------------|-------|--------|------------------------|
| <input checked="" type="checkbox"/> | 6 sp. | K42929 | Filmstudies 1 |
| <input checked="" type="checkbox"/> | 6 sp. | K44458 | Audiovisueel onderzoek |
| <input type="checkbox"/> | 6 sp. | K44557 | Filmregie 1 |
| <input type="checkbox"/> | 3 sp. | K44566 | Scenario 1 |
| <input type="checkbox"/> | 3 sp. | K44568 | AV Technieken Film 1 |

Feitelijk opgenomen
sp. 2024-2025

Totaal
0 sp. 0 0 0

Deadline en status ISP

Volgende opening ISP vanaf
16-09-2024

Nog in te dienen

Deadline en status ISP

Bachelor in de audiovisuele kunsten (Brussel)

Traject Film

Fase 1 Fase 2 Fase 3

<input type="checkbox"/>	3 sp.	K44624	Interview	2	◀
<input type="checkbox"/>	9 sp.	K44625	Vrij werk	2	▶
<input type="checkbox"/>	6 sp.	K42620	Film Studies 3	2	3
<input type="checkbox"/>	15 sp.	K44579	Bachelorproef Film	3	▶
<input type="checkbox"/>	3 sp.	K44626	Productiestudies Film 1	3	◀
<input type="checkbox"/>	3 sp.	K44627	Productiestudies Film 2	3	▶

Atelier Film

Student kiest in samenspraak met de opleiding 1 van de 3 keuze-ateliers

<input type="checkbox"/>	9 sp.	K44508	Actor's Studio	3	◀
<input type="checkbox"/>	9 sp.	K44509	Testimony	3	◀
<input type="checkbox"/>	9 sp.	K44510	Close Up	3	◀

Feitelijk opgenomen
sp. 2024-2025

Totaal
0 sp. 0 0 0

Deadline en status ISP

Volgende opening ISP vanaf
16-09-2024

Nog in te dienen

Dien je ISP in - tabblad 3 Send your ISP

Deadline: 16 oktober 2024

> Bachelor in de audiovisuele kunsten (Brussel)

Nog in te dienen
Volgende opening ISP vanaf 16-09-2024

Feitelijk opgenomen
sp. 2024-2025

Totaal	◀	▶	●
0 sp.	0	0	0

ISP REGISTRATIE REGISTRATION DEADLINES

- Alle 1e semester vakken **All 1st semester courses**
- Alle jaarvakken **All year courses**
- Alle 1e semester keuzevakken **All 1st semester electives**
- Het artistiek project in de vrije ruimte **Artistic Project**
- De werkveldstage (enkel voor 3BA) **Internship**

2e semester vakken

2nd semester courses

Inschrijven **Registration** 26 February

Uitschrijven **Deregister** 14 March

Uitschrijven **Deregister**
30 november 2024

Inschrijven **Registration**
16 October 2024

KU-LOKET

timetable

UURROOSTER COURSE SCHEDULE

The screenshot displays the KU-LOKET interface with a navigation menu at the top: Home, Study & Examinations, Agenda, Survey, Registration & Requests, Safety, and Support. The main content area includes a 'Student File' and 'Exam Results' section on the left, and a 'Course Schedule' section highlighted with a red border. The 'Course Schedule' section shows a weekly timetable for the week of September 27-30, 2016. The timetable is organized by day (di. 27-9, wo. 28-9, do. 29-9, vr. 30-9) and time slots (09, 10, 11, 12, 13, 14, 15, 16, 17, 18). Courses are listed in blue boxes with their respective codes and lecturers.

	di. 27-9	wo. 28-9	do. 29-9	vr. 30-9
09		Onderzoekspraktijk BV SLBB - 02.B2.02 (B2.02 - Practicumruimte) De heer Stuyck Johan	Atelier illustratie 2 SLBB - 02.B2.02 (B2.02 - Practicumruimte) Mevrouw Heremans Inge	Tekenen beeldverhaal B SLBB - 03.B3.02 (B3.02 - Practicumruimte) De heer Braem Georges
10				
11		Actuele narratieve technieken SLBB - 02.B2.02 (B2.02 - Practicumruimte) De heer Otten Simon		
12				
13				
14	Atelier Stripverhaal 2 SLBB - 02.B2.02 (B2.02 - Practicumruimte) Mevrouw Vanistendael Judith			Portfolio beeldverhaal B SLBB - 02.B2.02 (B2.02 - Practicumruimte) De heer Stuyck Johan
15				
16		Schrijven B SLBB - 02.B2.02 (B2.02 - Practicumruimte) Mevrouw Spit Lize		
17			Storytelling SLBC - 00.C0.06 (C0.06 - Practicum Vrije Kunsten) De heer Pijnenborg Tom	
18				

Only available when your ISP is filled out!

ADVISES & HELP

ADVICE & HELP

Advice or help

PRACTICAL INFORMATION

Administration

Certificates

Practical Information Registration Bachelor

Practical Information Registration Master

Studying with special needs

Tuition Fees

Deregistration

Exemptions

Regulations on education and examination

Well-being & person of confidence

Your stay at LUCA

STUDENT FACILITIES

Student Support Services

Stuvo Calendar

Financial Support

Housing

Individual Student Support

Sports & Culture

ICT services (Toledo, webmail...)

Library

Contact

Advice or help

Teachers

Trust network for students and staff (incl. Reporting point for inappropriate behaviour)

Psychologist Stuvo

Training Coordinator

Ombuds

Traject guidance

Care coach

Prefer external/outside LUCA?

WeArt #WeArt #WeArt #WeArt #WeArt

INDIVIDUAL STUDENT SUPPORT

PSYCHOLOGICAL ASSISTANCE

[PSYCHOLOGICAL ASSISTANCE](#)



SPECIAL NEEDS STUDENTS

[REQUEST SPECIAL NEEDS STUDENTS](#)



STUDY COUNSELLING

[STUDY COUNSELLING](#)



LEARNING PATH COUNSELLING

[LEARNING PATH COUNSELLING](#)



OMBUDS OFFICE

[OMBUDS OFFICE](#)



CONFIDENTIAL ADVISOR

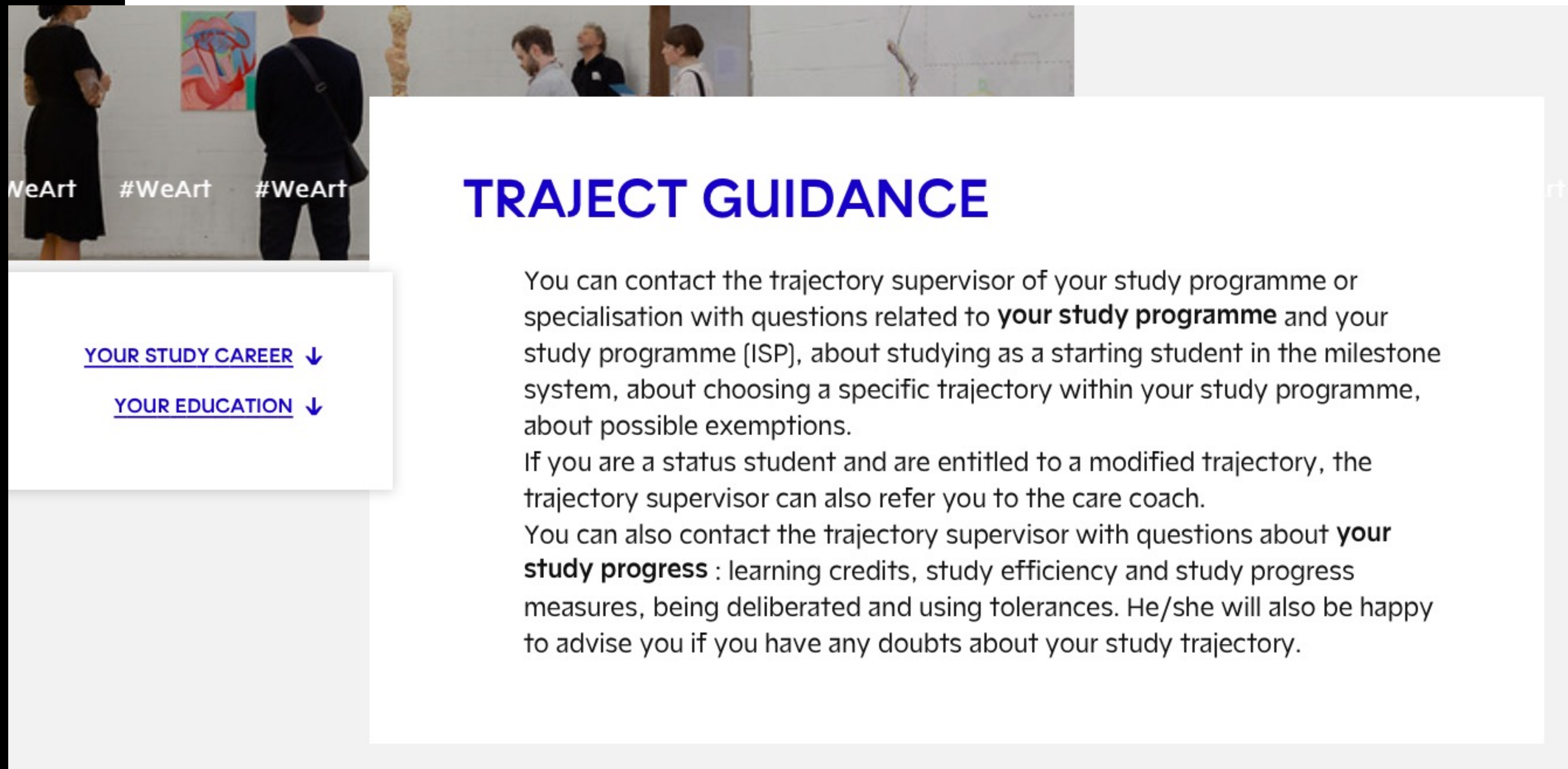
[CONFIDENTIAL ADVISOR](#)



Advice or help: study path counselors

Elke Van Damme & Ronny Smedts

We provide weekly ISP sessions. So in case of questions, come to one of those sessions. We won't handle your ISP by email.



The image shows a screenshot of a website page. At the top, there is a header with the text 'WeArt #WeArt #WeArt' and a background image of people in an art gallery. Below the header, there are two navigation links: 'YOUR STUDY CAREER ↓' and 'YOUR EDUCATION ↓'. The main content area is titled 'TRAJECT GUIDANCE' in large blue letters. Below the title, there is a paragraph of text explaining how to contact a trajectory supervisor. The text reads: 'You can contact the trajectory supervisor of your study programme or specialisation with questions related to **your study programme** and your study programme (ISP), about studying as a starting student in the milestone system, about choosing a specific trajectory within your study programme, about possible exemptions. If you are a status student and are entitled to a modified trajectory, the trajectory supervisor can also refer you to the care coach. You can also contact the trajectory supervisor with questions about **your study progress** : learning credits, study efficiency and study progress measures, being deliberated and using tolerances. He/she will also be happy to advise you if you have any doubts about your study trajectory.'

Advice or help: study path counselors

Elke Van Damme & Ronny Smedts

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ISP session only for 3BA, bridging program, preparatory program and exchange students:
TODAY September 17th 11.00 AM – 2.00 PM, location A3.02

ISP sessions for all students

Monday September 23rd 1.00-4.30 PM, location A3.04
Wednesday September 25th 1.00-4.30 PM, location A3.04
Friday September 27th 11.00AM -1.00PM, location A3.04
Tuesday October 1st 11.00AM -1.00PM, location A3.04

WHAT'S NEXT?

WHAT'S ON THIS WEEK?

WHAT'S NEXT?

2BA ATELIER STUDENTS

3BA ATELIER STUDENTS

MASTER ATELIER STUDENTS

ISP GUIDANCE

WEDNESDAY SEPTEMBER 18 10 AM

TODAY SEPTEMBER 17 10 AM

MONDAY SEPTEMBER 16 2 PM

TODAY SEPTEMBER 19 11 AM (11.00u)

GENERAL INTRODUCTION

GENERAL INTRODUCTION

GENERAL INTRODUCTION

LOCATION A3.02

LOCATION C-3.15

LOCATION C-3.15

LOCATION C-3.15

ISP SESSION 11-13U

LOCATION A3.02



LUCA
—
SCHOOL
OF
ARTS

SUCCES!

?

