

# Application Guidelines

## Philosophy

### STEP

# 1

#### Check your school-leaving qualifications.

To qualify for admission to the *Bachelor en Cultures Européennes* (BCE), you will need a **school leaving certificate awarded or declared equivalent** by the Luxembourg Ministry of Education, Children and Youth.

- **Recognition of equivalency** (diploma recognition) is required for all school leaving certificates that are not issued by the Luxembourg Ministry of Education, Children and Youth. This includes national diplomas issued in the European Union, International Baccalaureates, and European Baccalaureates.
- Holders of a *Diplôme de technicien* are not eligible for admission to the *Bachelor en Cultures Européennes*.
- **Are you still waiting for your diploma or recognition of equivalency?** Make sure you apply as soon as applications open in February. Pending qualifications may be submitted later (see Step 4: [Pending Documents](#) and 6. [Offers](#)).
- Find out more: [https://www.uni.lu/students/information\\_by\\_topic/acces\\_aux\\_formationen](https://www.uni.lu/students/information_by_topic/acces_aux_formationen)



### STEP

# 2

#### Make sure you will be able to cope with our multilingual curriculum!

To qualify for admission to the BCE Philosophy, you will need **verified language skills** in English, French, and German.

First Language	Second Language	Third Language
German or English or French	German or English or French	German or English or French
<b>C1</b>	<b>B2</b>	<b>B1</b>

- **Philosophy** (120 ECTS) courses are taught in German, English, and French. To apply and succeed in this programme, you must be able to prove that you are able to read and write German, English, or French at **C1** level on the CEFR. You will need a **B2** level in a **second** (English, French, or German) and a **B1** level in a **third language** (English, French, or German) to gain admission to and complete this Bachelor programme.
- **European Cultures** (60 ECTS) courses are taught in combinations of English, French, and German. We also offer courses taught in Luxembourgish.

Find out more: consult the [BCE Language Requirements](#) and/or contact our Admissions Team ([admission.bce@uni.lu](mailto:admission.bce@uni.lu)).



### STEP

# 3

#### Write a strong Motivation Letter!

The Motivation Letter is central to the admissions process. It is your chance to tell us why you want to enrol in our programme, and it will help us to assess whether our offer is suitable for you. Writing your Motivation Letter will also help you to decide whether studying Philosophy with European Cultures is what **you** want.

Make sure you read the [instructions](#) available on the University website: <http://bce.philosophie.uni.lu/> (APPLY Section)



### STEP

# 4

#### Prepare the documents for your application file.

The following documents must be included in your application (some may be submitted at a later stage):

1. CV
2. Motivation Letter (see: [instructions](#))
3. all your school reports and transcripts for your last three years at secondary school (all semesters or trimesters; your transcript for the current trimester/semester may be submitted later)
4. (if required) language qualifications you have obtained in English, French, and German (may be submitted later; see [BCE Language Requirements](#) for further detail)
5. school-leaving qualifications, including your 'diploma recognition' certificates (may be submitted later)

#### Pending Documents

**If you are in your final year at school, do not wait until you have completed all your qualifications before you submit your application!** The Admissions Commission will consider applications that provide the documents listed above under points 1-3 above. Pending documents and qualifications may be submitted later.



## STEP

# 5

### Submit your application on the online admission portal.

To start your application, please follow the instructions provided on the University website:

[https://www.wen.uni.lu/etudiants/demandes\\_d\\_admission\\_reinscriptions?1](https://www.wen.uni.lu/etudiants/demandes_d_admission_reinscriptions?1)

Once you have completed the online application form and paid the administrative file fee, you will obtain credentials for your temporary account and a temporary Student ID Number as well as a list of required documents and next steps. Please include your full name and Student ID Number in all your communication with the University from this point onward.



## STEP

# 6

### Application Timeline

The earlier you start and complete your application, the earlier you will receive an answer. Later applications stand a lower chance of being successful, as they will be competing for fewer places. Please note also that you may be added to a waiting list and/or called for an interview. Interviews will typically be held in the second half of June.

STEP 1	STEP 2	STEP 3
<b>Online Application Form</b> Fill in and submit 01.02.2023- <b>25.05.2023</b> included.	<b>Administrative File Fee (50 €)</b> Create temporary account (credentials sent via email).	<b>Upload Required Documents</b> Complete and submit application by <b>01.06.2023</b> included.*

\*pending qualifications may be submitted later

### Admissions Commission Meetings

**The Admissions Commission will meet once a month during the application period.** Your application will be processed within a month. If you finalise your application by the last day of the calendar month, you can expect an answer by the end of the following month.

### Admission Offers

**If your application is successful**, you may receive one of two types of offers:

- **Final Admission:** if your application file is complete by the time you submit – in other words, if you have already graduated and have the required language qualifications – your admission will be **unconditional** or **final**.
- **Conditional Admission:** if your application file is not complete by the time you submit it – in other words, if you are still waiting for your diploma, recognition of equivalency, or for language qualifications – your admission will be **conditional**. It will become final once you upload your diplomas and certificate in the online admission portal.



## Useful Links

### Programme Information

- Bachelor en Cultures Européennes – general information: <https://bce.uni.lu/>
- Bachelor en Cultures Européennes – Philosophy: <http://bce.philosophie.uni.lu/>
- BCE Philosophy – Language Requirements: [https://www.wen.uni.lu/studies/fhse/bachelor\\_en\\_cultures\\_europeennes\\_philosophie/apply/language\\_requirements](https://www.wen.uni.lu/studies/fhse/bachelor_en_cultures_europeennes_philosophie/apply/language_requirements)
- BCE Philosophy – Motivation Letter: [https://www.wen.uni.lu/studies/fhse/bachelor\\_en\\_cultures\\_europeennes\\_philosophie/apply/motivation\\_letter](https://www.wen.uni.lu/studies/fhse/bachelor_en_cultures_europeennes_philosophie/apply/motivation_letter)

### Official Procedures

- University of Luxembourg – Application for Admission: [http://www.wen.uni.lu/etudiants/inscriptions\\_reinscriptions?1](http://www.wen.uni.lu/etudiants/inscriptions_reinscriptions?1)
- University of Luxembourg – Diploma Recognition: [https://www.wen.uni.lu/students/information\\_by\\_topic/diploma\\_recognition](https://www.wen.uni.lu/students/information_by_topic/diploma_recognition)
- Official Diploma Recognition Procedure: <https://guichet.public.lu/en/citoyens/travail-emploi/reconnaissance-diplome/reconnaissance-etudes/reconnaissance-bac-maturite.html>

### Language Qualifications

- Common European Framework of Reference for Languages (CEFR): <https://www.coe.int/en/web/common-european-framework-reference-languages>
- Common European Framework of Reference for Languages (CEFR) Self-Assessment Grids: <https://europa.eu/europass/en/common-european-framework-reference-language-skills>
- A variety of language tests can be taken at the *Institut National des Langues*: <http://www.insl.lu/>

### French and German Versions

The information provided on this leaflet is available in French and German on our programme website.

- Direct link to French version of the website: [https://www.fr.uni.lu/studies/fhse/bachelor\\_en\\_cultures\\_europeennes\\_philosophie](https://www.fr.uni.lu/studies/fhse/bachelor_en_cultures_europeennes_philosophie)
- Direct link to German version of the website: [https://www.de.uni.lu/studies/fhse/bachelor\\_en\\_cultures\\_europeennes\\_philosophie](https://www.de.uni.lu/studies/fhse/bachelor_en_cultures_europeennes_philosophie)

## Contacts

- For questions about **programme-specific requirements**, such as language requirements and required qualifications, please contact: [admission.bce@uni.lu](mailto:admission.bce@uni.lu)
- For all other questions concerning **administrative procedures**, please contact the University of Luxembourg Admissions Office (SEVE Admissions): [seve.admission@uni.lu](mailto:seve.admission@uni.lu)