

Mister SARKAR Anurag
21/16, Biren Roy Road East
Flat A
700008 Kolkata
India



Esch-sur-Alzette, 23 April 2021

Subject: Admission request - Student ID: 0210815324

Dear candidate,

We are pleased to inform you that following the evaluation of your application by the **Faculty of Law, Economics and Finance**, you have been **conditionally admitted**¹ to the University of Luxembourg for the following course: **Master in Logistics and Supply Chain Management , Semestre 3**, for the **winter semester 2021-2022**.

Please note that your **completed application file** for an **authorisation to stay as a student** must reach the **Ministry of Foreign and European Affairs – Immigration Directorate by 1st July 2021 at the latest**.

Thus, we recommend that you make your application as soon as possible.

If you miss this deadline, we would be obliged to cancel your conditional place at our University.

As soon as you receive your authorization to stay, **you must submit** to the Ministry of Higher Education and Research an application for registration in the register of titles of your higher education diploma giving access to studies leading to a master's degree no later than 1st October 2021.

Attached you will find details of the procedures

- related to gaining official permission to live in Luxembourg.
- to submit an application for registration of your diploma to the register of titles (procedure for academic recognition of the qualification in question)

As the registration of your higher/university degree in the title register is an imperative condition for your admission to the University and for the issue of your residence permit, we encourage you to wait for the receipt of the registration of your degree at the register of titles before coming to Luxembourg.

Without this document, the University will not be able to validate your final registration and without a final registration, the Ministry of Foreign and European Affairs - Directorate of Immigration will not be able to issue you a residence permit. That means that you will then be asked to return to your country of origin since you will not meet all the requirements.

Please also complete and sign the attached declaration and present it to us on your arrival in the Grand Duchy of Luxembourg. This and paying your fees will be necessary to make your application definitive.

Please do not hesitate to contact us if you have any further questions.

Yours faithfully,

Student Department (SEVE) - Admissions Office

Université du Luxembourg
Campus Belval, Maison du Savoir

2, avenue de l'Université

L-4365 Esch-sur-Alzette

www.uni.lu / seve.admission@uni.lu



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1 - On the condition that your qualifications are recognised by the Ministry of Higher Education and Research.

Additional information

Studying at the University with a residence permit

Who is concerned ?

- Third-country nationals are required to have an **authorisation to stay** and then a **residence permit** if they wish to study in Luxembourg. These countries are either not EU member states or have no relevant residency agreement with the EU. Non-EU countries with residency agreements are: the UK (until at least 31/12/2020), Iceland, Norway, Liechtenstein and Switzerland.
- One is **considered to be a student** after being accepted by a higher education institution in Luxembourg to follow a **full-time study course as the main activity**, if this will lead to a higher education qualification issued by the same institution.

Who to contact ?

Contact details:

1. Ministry of Foreign and European Affairs
Immigration Directorate – Department for Foreigners
26, route d'Arlon
L-1140 - Luxembourg
Postal address: B.P. 752 L-2017
Luxembourg
Tel.: (+352) 247-84040 (from 14.00 to 16.00)
Fax: (+352) 22 16 08
Email immigration.public@mae.etat.lu
Opening times: Monday to Friday, 8.30 to 12.00
2. **NB : For legal residents of Canada, the United States of America and Mexico**
Please contact directly:
Ms Victoria Vieru
Embassy of Luxembourg in the United States of America
2200 Massachusetts Avenue, N.W., Washington D.C., 20008
Tel. (+1) 202 265 4171 · Fax (+1) 202 328 8270
Email: victoria.vieru@mae.etat.lu
Embassy of Luxembourg in Washington

How to apply ?

Link : <https://guichet.public.lu/en/citoyens/immigration/plus-3-mois/ressortissant-tiers/etudiant/etudiant-pays-tiers.html>

University diploma or Higher Education (Registration in the register of titles)

With a view to his definitive enrollment in a master's programme at the University of Luxembourg, any student who do not hold a bachelor's degree corresponding to at least 180 ECTS according to the framework of the Bologna process, issued by a higher education institution located in another Member State of the European Union, in a Member State of the European Economic Area or in a Swiss Confederation recognised by the competent authorities of the State in question and certifying higher education recognised by the same competent authorities, must compulsorily submit an application to register his diploma in the register of qualifications, higher education section at the Ministry of Higher Education and Research in Luxembourg.

For more information on how to register in the title register you can consult the links below :

Lien : <https://guichet.public.lu/citoyens/en/enseignement-formation/etudes-superieures/reconnaissance-diplomes/inscription-registre-titres/index.html>

It is **mandatory** to attach to your application a copy of the residence permit that you have received from the Ministry of Foreign and European Affairs - Immigration Department.

When making your request, we recommend that you

- please indicate that you wish to receive by email a scanned copy of the decision of the Ministry of Higher Education and Research in Luxembourg,
- add a copy of this conditional admission letter

Additional information

Study finance plan

It is worth underlining that making the most of your studies and living in Luxembourg will depend not just on your personal abilities and motivation, but also on your material well-being.

As part of your preparation, please send us your study financing plan (see page 2).

This should describe - in as much detail as possible - the financial resources you expect to be available to you on your arrival and throughout your stay in Luxembourg.

Estimate of a monthly budget for a student in Luxembourg

Below is a guide to some costs you are likely to incur: both variable costs (depending on your decisions related to housing, meal choices etc.) and fixed costs.

According to the Ministry of Foreign and European Affairs, a student's financial needs correspond to at least 80% of Luxembourg's social incursion income. This equates to a monthly budget of **1,700 €** to cover costs such as:

University enrolment fees	200 € (minimum)
Medical insurance	280 €/semester
Student residence	450 €/month
Rental insurance	130 €/year
Rental guarantee	450 €/year - reimbursed at end of tenancy
Meals (5 € each)	300 €/month
Mobile subscription	30 €/month
Leisure (cinema, sport, evenings out, ...)	150 €/month
Educational material	+/- 400 €/year

On arrival you will need around 2,500 € to cover the following costs: course fees, medical cover, rental guarantee, a month's rent, rental insurance and food.

Additional information

Self-financing declaration *

(to be delivered to the University on your arrival in Luxembourg)

I, the undersigned, Ms / Mr, have noted that the monthly cost of student life in Luxembourg (fees, food, housing) is about 2,500 €.

I hereby give notice that I will have sufficient financial resources to meet my needs during my studying time at the University of Luxembourg, starting on the following date:

Read and understood.

Date :

Signature :

* - This declaration is not admissible as proof of financial resources required for applications for an authorisation to stay as a student.