UCLouvain

ARGD2MC

2024 - 2025

Advanced Master in Archival Science, Record Management and Law
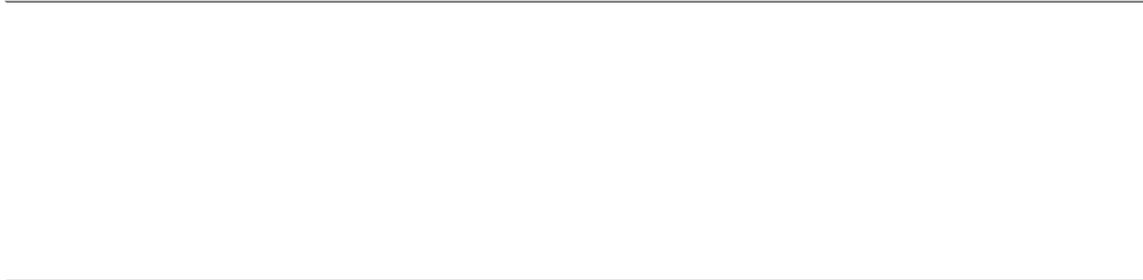
ARGD2MC - Introduction

Introduction

ARGD2MC - Teaching profile

Learning outcomes

On successful completion of this programme, each student is able to :

1.

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ARGD2MC Programme

Detailed programme by subject

CORE COURSES

○ Mandatory
⊗ Optional
△ Not offered in 2024-2025
⊘ Not offered in 2024-2025 but offered the following year
⊕ Offered in 2024-2025 but not the following year
△ ⊕ Not offered in 2024-2025 or the following year
🟨 Activity with requisites
🌐 Open to incoming exchange students
🌐 Not open to incoming exchange students
[FR] Teaching language (FR, EN, ES, NL, DE, ...)

Click on the course title to see detailed informations (objectives, methods, evaluation...)

○ **Fondements théoriques de la sciences archivistique et applications pratiques (20 credits)**

○ LHIST2531	Archival Principles	Aurore François Marie Van Eeckenrode	[FR] [q1] [15h] [5 Credits] 🌐
○ LHIST2532	Digital Archiving	Aurore François Marie Van Eeckenrode	[FR] [q1] [15h] [5 Credits] 🌐
○ LHIST2541	Seminar in Archival Science: Audit Process and Methodology	Aurore François Marie Van Eeckenrode	[FR] [q2] [15h] [5 Credits] 🌐
○ LHIST2542	Seminar in Archival Science: Design of Finding Aids	Aurore François Marie Van Eeckenrode	[FR] [q2] [15h] [5 Credits] 🌐

○ **Droit des données (20 credits)**

Ces cours, organisés par l'UNamur, sont dispensés sur le site de Louvain-la-Neuve.

○ LARGD2201	Archive law, freedom of expression and digital technology		

The programme's courses and learning outcomes

For each UCLouvain training programme, a reference framework of learning outcomes specifies the the skills expected of every graduate on completion of the programme. Course unit descriptions specify targeted learning outcomes, as well as the unit's contribution to reference framework of learning outcomes.

or a foreign title or degree deemed comparable to one of those mentioned above and valued for at least 240 credits by the admissions committee.

In this case, admission to the program may be subject to enrolment in certain units of the Master's programs offered by the various partner institutions, for a maximum total of 60 credits, if the admissions committee considers that the candidate requires upgrading in one or other field.

2° Candidates who do not hold a higher education diploma from the French Community of Belgium (or from a country where French is the only official language) must provide proof of sufficient mastery of the French language at level B2 of the Common European Framework of Reference for Languages.

In the absence of an official certificate issued by an organization recognized as a full member by ALTE (see https://alte.org/Our-Full-Members), a certificate issued by the University showing that the candidate has been taught in French may be accepted.

Examples of tests recognized by the jury for French: DELF or TCF .

3° No credit transfer (exemption) will be granted for a course that led to a previous degree. An adapted program is available for holders of the Master [120] in History specializing in history and archives.

Dossier-based access

File-based access means that, on the basis of the file submitted, access to the program can either be direct, or require additional training for a maximum of 60 ECTS credits, or be refused.

Admissibility criteria

A candidate's application will be deemed admissible if it meets all of the following criteria:

- Candidate's diploma issued by an institution recognized by WHED (see https://www.whed.net/home.php)

- Previous course of study comprising at least 4 years of higher education (equivalent to 240 European credits), leading to an undergraduate degree;

- For holders of a degree from outside Belgium:

an overall average of at least 60% (12/20) for the entire course of study completed at the home institution and leading to admission to this program;

official attestation of proficiency in the language(s) at the required level (see specific entry requirements), to be attached to the application file. The official attestation must be issued by an organization recognized as a full member by ALTE (see https://alte.org/Our-Full-Members).

If a document is missing from the online application, it must be justified (see UCLouvain Enrolment Department's frequently asked questions, in particular "What do I do if my online application asks for a document I don't yet have?)

Applications that are deemed admissible are forwarded to the Faculty by Enrolment Services. Applications that do not meet these criteria are automatically rejected.

Eligibility criteria

Applications for access to the program are submitted to the Faculty by UCLouvain's Registrar's Office, and are examined by the program's jury in accordance with the specific conditions of access detailed above.

The jury decides on the admissibility of candidates on the basis of the information contained in their application file, the quality of the training they have undergone and the results they have obtained.

When examining the application, the jury will pay particular attention to the following points:

Consistency between the candidate's previous academic record and the prerequisites for the targeted program. The match between the candidate's academic background and the UCLouvain bachelor's degree giving direct access to the master's program need not be perfect, but the skills acquired (see specific access conditions) must be close;Example: for an application for admission to a master's program in modern languages and literature, the candidate's previous training includes courses in languages and literature in both modern languages.

Grades obtained in the program's major disciplines (see specific entry requirements);

Arguments put forward by the candidate in his/her letter of motivation (training project in line with the program in question, coherence between the candidate's application and the program in question, etc.) Example: the language combination requested by the candidate is organized in the program.Original covering letter. An original covering letter is expected, explaining the personal training project. Any plagiarism or use of artificial intelligence in writing the letter to the jury will result in the application being disqualified. Experience gained. If the access diploma was obtained more than 5 years ago, it is imperative that the experience acquired since leaving school is directly related to the field of study of the programme applied for.

Modifications to the conditions of access by application for 2025-2026 for the Faculty of Philosophy, Arts and Letters will be available in this document .

Requests for further information about admission to this Master's program should be sent to info-fial@uclouvain.be.

Evaluation

The evaluation methods comply with the regulations concerning studies and exams. More detailed explanation of the modalities specific to each learning unit are available on their description sheets under the heading "Learning outcomes evaluation method".

Contacts

Curriculum Management

Entity

Structure entity	SSH/FIAL/EHAC
Denomination	(EHAC)
Faculty	Faculty of Philosophy, Arts and Letters (FIAL)
Sector	Human Sciences (SSH)
Acronym	EHAC
Postal address	Place Cardinal Mercier 31 - bte L3.03.13
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	Tel: +32 (0) 10 47 48 50

Academic supervisor: Aurore François

Useful Contact(s)

- For further information: info-fial@uclouvain.be