

## KEY INFORMATION ON EXCHANGE (2021-22)



Royal  
Danish  
Academy

Architecture  
Design  
Conservation

<b>Name of</b>	Royal Danish Academy
<b>School &amp;</b>	Architecture, Design and Conservation
<b>Postal Ad- dress</b>	Att.: Study Administration Philip de Langes Allé 10 1435 Copenhagen K Denmark
<b>Contact for</b>	Incoming: Alma Demirovic (ade@kglakademi.dk)
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<b>Mobility</b>	Exchange agreements: Trine Nielsen (tnie@kglakademi.dk)
<b>General</b>	E-mail: exchange@kglakademi.dk
<b>Enquiries</b>	Tel.: (+45) 4170 1902
<b>Website</b>	<a href="https://royaldanishacademy.com/apply-exchange">https://royaldanishacademy.com/apply-exchange</a>
<b>Erasmus ID Code</b>	DK KOBENHA59

<b>Semester</b>	Autumn semester:	1 September – 31 January
<b>Dates</b>	Spring semester:	1 February – 30 June

Semester dates include both teaching and examination periods.

<b>Nomination</b>	All applicants must be officially nominated by their home institution.
<b>Procedure</b>	

The partner institution nominates a student via an online system. The login and password to the system has been sent by e-mail to each institution. If the login and password is lost please write an e-mail to [exchange@kglakademi.dk](mailto:exchange@kglakademi.dk)

Partner institutions can nominate students for only one semester's exchange at the Royal Danish Academy and it is not possible for students to apply for extension of the exchange period.

<b>Application</b>	The link to the online application form will be sent to the nominated students by email. We will not publish the link to the online application on our website and will not consider paper applications or applications sent by an e-mail.
<b>Procedure</b>	

The student must follow the steps in the online application by registering the personal details and uploading the required documents. The application must be submitted before the application deadline. The following documents must be uploaded:



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- Portfolio (max 15 MB)
  - Transcript of Records
  - CV/Resumé
  - Letter of Motivation
  - Copy of passport or ID card
  - Passport style photo

All applications that are submitted prior to the application deadline will be reviewed as part of the admissions process. Due to the limited number of study places available, please be aware that students are not guaranteed a study place.

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**Deadlines for** Autumn semester: 29 March

**Nominations** Spring semester: 29 September

**Deadlines for** Autumn semester: 1 April

**Applications** Spring semester: 1 October

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**Study Pro-grammes for Exchange Students** Please visit the Royal Danish Academy's website <https://royaldanishacademy.com/apply-exchange> for more information on the programmes that are available for exchange students.

Exchange is available at both bachelor and master level. Applicants must be enrolled in the same level in their home institution as the programme they are applying for at the Royal Danish Academy.

Exchange students are expected to follow all courses within the chosen programme - it is not possible for students to choose individual courses.



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Note that the teaching for the bachelor in Architecture and the bachelor in Design programme is in Danish, but the programmes are open to English-speaking students, with guidance being given in English.

Other Danish taught programmes are normally not open for students who do not speak Danish, Norwegian or Swedish at an advanced level.

It is not possible for exchange students to do their final thesis project at the Royal Danish Academy.

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**Language** Applicants are not required to submit a TOEFL/IELTS test; however, applicants must have a good level of spoken English.

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**Accommodation** Support and guidance given to incoming students. Students should be aware that we cannot provide accommodation and they are themselves required to find accommodation.

Please visit our website for more information on finding accommodation.

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**Transcripts/Credit System/Grades** Transcript of Records will be issued by the Royal Danish Academy within 6 weeks after the assessment period is finished. Exchange students will download the transcript from the application system.

**ECTS (European Credit Transfer System)**

Each programme is 30 ECTS per semester.

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Each semester is concluded by an assessment and graded in accordance with the Danish 7-point grading scale.

**7 Point Grading Scale**

ECTS	7-Point Grading	
Grades	Scale	Performance
A	12	Excellent
B	10	Very good
C	7	Good
D	4	Fair
E	2	Adequate
Fx	0	Inadequate
F	-3	Unacceptable



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