



WELCOME TO CRESCENDO CVO CAMPUS GLTT HALLE

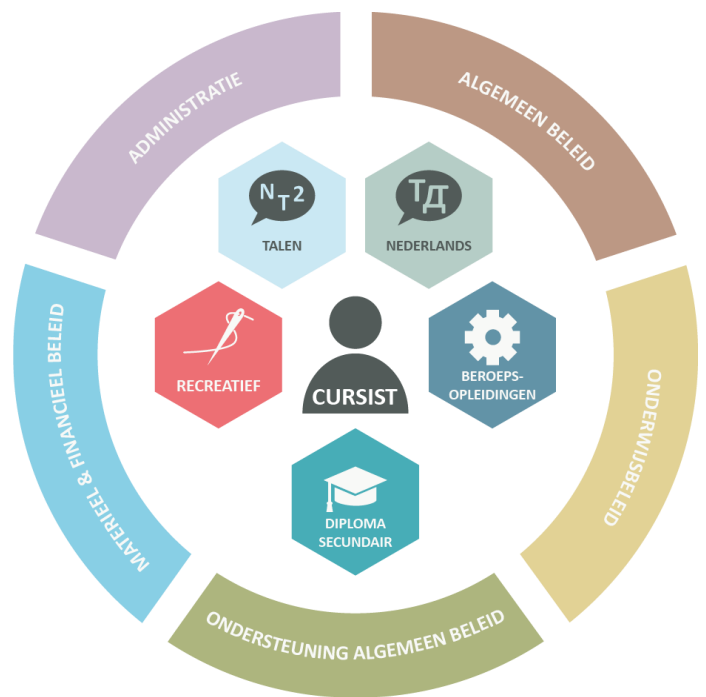
**LEER EN
BELEEF**

Our team will make sure that you can learn in the best conditions. Because as a student, you are at the heart of what we do.

Marleen Mast leads Crescendo CVO as director.

The centre is organised in training groups, supported by teams. Your teachers and the student administration team on the campus where you are taking your classes are your first points of contact.

In the **CENTRE REGULATIONS** you can read more about all your rights and obligations. You can find the centre regulations on the website. www.crescendo-cvo.be > *practical information* > *centrumreglement*



PRESENT OR ABSENT?

In order to successfully complete your course, we expect you to attend classes on a regular basis. You will also practise or study at home. The classes in Crescendo CVO follow the school calendar. The calendar can also be found on our website.

www.crescendo-cvo.be > *practical information* > *calendar*

Will you be absent from class? Report this as soon as possible via the website. To do so, click on the 'absence notice' button on the contact page, choose your campus and the form to fill in will open.

www.crescendo-cvo.be > *contact* > *absence notice*

TRAJECTORY COACHING AND CARE-GUIDANCE IS THERE FOR YOU

At Crescendo CVO, we offer you a model training programme in Dutch, in which you can work on your written and oral skills. But sometimes an individual course is necessary. Please contact nederlands.halle@crescendo-cvo.be

FLEMISH TRAINING LEAVE AND TRAINING VOUCHERS

Are you 50% employed in the private sector in Flanders? Then for some courses you are entitled to training leave. More info: www.vlaanderen.be/vlaams-opleidingsverlof

Perhaps you are also entitled to training vouchers? You can read about it in the terms and conditions: www.vlaanderen.be/opleidingscheques-voor-werknemers

CONTACT

Auguste Demaeghtlaan 40, 1500 Halle
+32 2 362 03 39
secretariaat.halle@crescendo-cvo.be

And these are your contact details if you are taking classes in:

<i>Basisschool De Wonderwijzer</i> Steenweg op Drogenbos 252, 1620 Drogenbos	<i>Vlaams Sociaal Centrum</i> Sint-Stevensstraat 62, 1600 Sint-Pieters-Leeuw
<i>Gemeenschapscentrum De Muse</i> Kuikenstraat 4, 1620 Drogenbos	<i>Werkwinkel VDAB</i> Arkenvest 40, 1500 Halle
<i>Technisch Atheneum</i> Kluisstraat 1, 1500 Halle	<i>WCD Den Bleek</i> Stationstraat 35, 1750 Lennik

OPENING HOURS STUDENT ADMINISTRATION

Monday – Tuesday – Thursday	08:20-16:20	18:20-21:30
Wednesday		18:20-21:30
Friday	08:20-12:00	
Saturday (until 07/10)	08:20-12:00	

CAMPUS GLTT HALLE

parking	During the day you can park for free at the car park 'de Gooikenaar' (Ninoofsesteenweg), at 'Stroppen' (Guido Gezellestraat, side street of the Jean Jacminstraat) or in the streets of the Jean Jacminstraat. In the evening you can use the campus car park.
by train and bus	The GLTT Halle Campus is a 15-minute walk from Halle station.
bicycle shed	You can park your bike in the bicycle racks on the driveway at the side of the building.
drinks dispensers	In need of a drink? On the ground floor in the open learning centre (room V 014) and by the stairs on the 3rd floor you will find a coffee and soft drinks machine.
open learning centre	You can work together with other students in the open learning centre (OLC – ground floor room V 014) where you can also use a number of fixed computers with internet.
info for your Crescendo CVO account	For technical questions about your Office 365 account and the use of Teams, you will receive support via email, by phone or during certain times on campus. More info: www.crescendo-cvo.be > <i>practical information</i> > <i>info for your Crescendo CVO account</i>
wireless internet	As a student, you have access to the centre's wireless network. Network name: Crescendo CVO Password: let_us_in_642!
Frequently asked questions	Do you still have questions? Check the FAQ on our website. www.crescendo-cvo.be > <i>contact</i> > <i>FAQs</i>