1. Introduction

Dear Participant,

Welcome to the Hands-On Training of the Sen4CAP project. This training is hosted, from the 22 to 23 January 2020, by the Université catholique de Louvain (UCLouvain) in Louvain-la-Neuve, at 25 km from Brussels in Belgium.

In order to make your venue to Belgium and your stay in Louvain-la-Neuve as easy as possible, we would like to provide you with some logistic information.

Should you require an invitation letter or any additional logistic information, don’t hesitate to ask Sophie Bontemps or Pascale Thiran (Sophie.Bontemps@uclouvain.be, Pascale.Thiran@uclouvain.be). We will try to help you.
2. Training venue

The Hands-On Training of the Sen4CAP project will take place on 22-23 January 2020 in Louvain-la-Neuve, located 20 km south-east of Brussels, in Belgium.

All training activities will be located at the Croix du Sud square:

- The registration and welcome of the participants will take place in the hall of the Auditorium SUD 01 located in the Croix du Sud square;
- The theoretical courses organized in the mornings will be held in the Auditorium SUD 09 (in front of the Auditorium SUD01);
- The practical hands-on training sessions will take place in the Ulysse and Cérès computing rooms in the ground floor of the Mendel Building located in the Croix du Sud square.

Directions and road signs will be available from the train station located in the center of Louvain-la-Neuve to reach the Croix du Sud. It is however very important to notice that Louvain-la-Neuve is a pedestrian town with car traffic completely underground and all locations are in a walking distance.
3. Accommodation

Options selected for your consideration:

1. **MARTIN’s hotel** ([https://www.martinhotels.com/fr/hotel/martins-louvain-la-neuve](https://www.martinhotels.com/fr/hotel/martins-louvain-la-neuve))
   
   Rooms have been pre-booked for you, with a variety of prices:
   
   - Cosy Single Room: 109 € / night
   - Cosy Double Room: 119 € / night
   - Charming Single Suite: 129 € / night
   - Charming Double Suite: 139 € / night

   These prices include the breakfast, the access to the spa (swimming pool, hamman, sauna) and to the fitness center, wifi, city tax and VAT.

   In order to book your room, go to this webpage: [https://reservations.cubilis.eu/martins-louvain-la-neuve?Language=en-GB](https://reservations.cubilis.eu/martins-louvain-la-neuve?Language=en-GB)

   When entering your departure and arrival dates, enter the promo code **UCL230120**

   Choose your room and confirm your booking

   
   Rooms have been pre-booked for you, with a variety of prices:
   
   - Single Room: 95 € / night
   - Double Room: 105 € / night

   These prices include the breakfast and VAT. The city tax is of 1.15 € / person.night

   A booking form is provided in a separate document.
   It has to be filled in and sent back by email to **H2200-SB1@accor.com** or by fax to 0032 / 10.45.09.11

All accommodations are within 1 to 2 km (from 10 to 25 minutes’ walk) from the Croix du Sud where all the training activities will take place. Would you come by car, you can park at Parking 20 nearby the Croix du Sud or opposite side of Boulevard Roi Baudouin.
4. Restaurants

If participants don’t want to have breakfast in the hotel, several bakeries exist in the city, as well as restaurants offering breakfast:

- **Exki** - [https://www.exki.com/en](https://www.exki.com/en) (Place de l'Université 10)
- **Bakeries**:
  - Boulangerie Patisserie Lonbois (Grand-Rue 46)
  - Delifrance (Grand Rue 13)
  - Panos (Place De L'Accueil, 10)

Louvain-la-Neuve is a very lively town with almost half of its population being students. There are many restaurants offering lunch / dinner options for all budgets, starting from approximately 15 EUR.

Many options for restaurants and sandwich exist in the city:

- **University canteen (hot and cold meals)**: the canteen closed to the training location is named the “Galilée” (Place Galilée, 1). Each day, it offers a different “menu of the day” (7,10 euros) and “suggestion menu” (8,30 euros). It also serves some snacks and pasta dishes for less than 10 euros.
- **University canteen for sandwiches and salads**: this canteen is located in the town center and is named “D’un Pain à l’Autre”. It offers different kinds of hot and cold sandwiches, as well as salads and soups. Depending on what is ordered, prices range between 3 and 8 euros.
- **Sandwiches**: many shops sending sandwiches can be found in the streets of the city. The closest ones from the training location are:
  - La Mie d’Oli (Rue des Wallons, 63)
  - Le Crousti (Rue des Wallons, 21)
  - Quand G Faim (Rue des Wallons, 4)
- **Restaurants**: the closest ones from the training location are:
  - Onlywood (Place des Wallons, 37)
  - Crêperie bretonne (Place des Brabançons, 1A)
  - Altérez-vous (Place des Brabançons, 6A)
  - Café des Halles (Rue des Wallons, 13)
  - Brasserie RN (Avenue Georges Lemaitre, 5)

Other options exist in the commercial center “L’Esplanade” and in the town Center (along the Grand Rue and the Rue Charlemagne).
5. Directions to Louvain-la-Neuve

All directions are available at https://uclouvain.be/en/discover/louvain-la-neuve-0.html

By Train

Attention: Do not confuse Louvain-la-Neuve with Louvain (the French translation of the Flemish city of Leuven also located nearby Brussels), which is another city on another railway line.

There is a link between the train station under the airport terminal and the Louvain-la-Neuve station. For more information, please visit the site www.belgianrail.be

Louvain-la-Neuve-Université station is directly linked (3 connections per hour) to the railway junction of Ottignies, on the Brussels-Namur railway line, with two trains per hour in each direction, including on weekends.

- Louvain-la-Neuve is approximately 30 minutes from Brussels; change in Ottignies for the train to ‘Louvain-la-Neuve-Université’. Direct trains take longer.
- If you travel from Namur or Charleroi, change in Ottignies for the train to ‘Louvain-la-Neuve-Université’.
- If you travel from Luxembourg, change in Ottignies (if you take the EC 96 Iris or EC 90 Vauban train that originates in Switzerland, change in Namur for a train to Ottignies).
- If you travel from any other country, change in Brussels-Nord. Otherwise, change in Brussels-Midi, from which depart all trains to Ottignies via Brussels-Central, Brussels-Nord, Brussels-Schuman and Brussels-Luxembourg.

By Air
From **Brussels Airport (Zaventem)**, beginning at 5:30 am, you can travel by train to Louvain-la-Neuve. Seven days a week, from 9:00 am to midnight, four trains per hour depart the airport for Brussels-North station, where you have to change trains to continue to Louvain-la-Neuve (not to be confused with Louvain, the French translation of Leuven).

**Brussels South Charleroi Airport** serves low-cost airlines. It is located 40 km from Louvain-la-Neuve. TEC buses take you from the airport to the Charleroi South station. Trains depart until 9:57 pm to Ottignies, from which a connecting train takes you to Louvain-la-Neuve-Université station in eight minutes.

More information and map are also available at [https://uclouvain.be/en/research-institutes/eli/contact.html](https://uclouvain.be/en/research-institutes/eli/contact.html)
6. Louvain-la-Neuve map
8. Other information

- **Internet Access**
  WiFi access will be granted to all participants. Individual login and password will be provided at the registration, as well as the instructions for the connection configuration.

- **Useful phone numbers**
  **Emergency numbers**
  - 101 to call for police
  - 112 to call for fire, medical emergency or ambulance

  Emergency calls to these numbers are free. The operators in Belgium will typically speak English, French, Dutch and sometimes German.

  **Taxi companies**
  - Taxis Blancs: +32 (0) 475 97 71 83 ([https://www.taxiblanc.be/](https://www.taxiblanc.be/))
  - LLN Executive Transport: +32 (0) 10 41 58 58 ([http://www.lnexecutivetransport.be/](http://www.lnexecutivetransport.be/))
  - Taxi Broeckxx: +32 (0) 471 43 84 99 ([https://taxi-ottignies-linn.be/](https://taxi-ottignies-linn.be/))