



**GHENT
UNIVERSITY**

PRACTICAL INFORMATION EXCHANGE REQUEST

16th of December 2021 – 19u00

BEFORE WE START

- All microphones and camera's off please
 - Questions that can wait: in the **chat**
 - Urgent questions (during step plan): **microphone on**
 - **Specific** questions: mail to out.fbw@ugent.be (or on MS Teams appointment)



STAY UP TO DATE

- **Practical info on internationalisation @FBW:**

- [Uforasite 'Welcome abroad'](#)

= Important announcements on deadlines, info sessions, interesting events, exchange possibilities,...

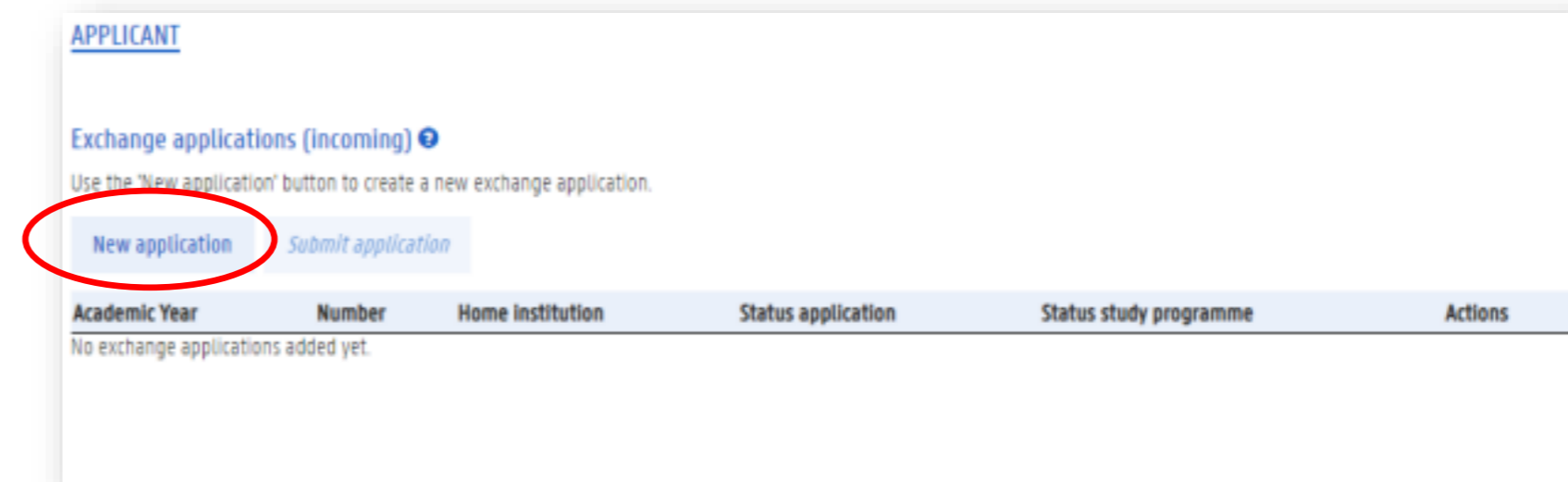
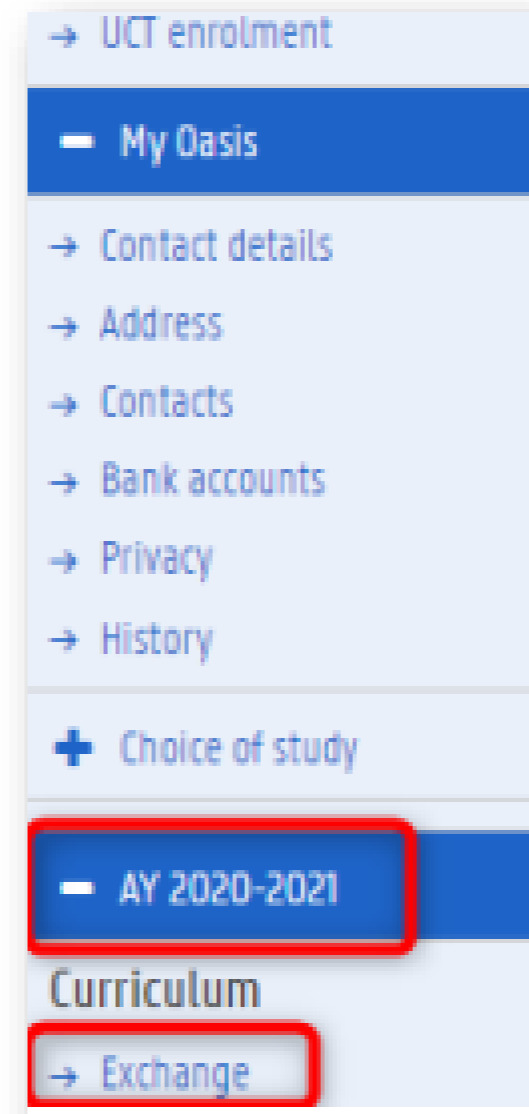
- [Facebook group 'Erasmusstudenten FBW'](#)

= Community of fellow students who are going abroad/have been abroad on an exchange (to answer questions, share experiences,...)

EXCHANGE APPLICATION IN OASIS

NAVIGATING TO OASIS

- [Oasis manual here!](#)
- <https://oasis.ugent.be/>
- In the menu on the left, go to:
 - AY 2022-2023
 - Curriculum
 - Exchange
 - New application



EXCHANGE APPLICATION

- Select your study program



Technical problem in Oasis:

if you can not see your study program

→ tick checkbox 'The right study program is not in the list' and
select your master program

EXCHANGE APPLICATION DETAILS

- **Mobility type:** - Courses (incl. ba/ma dissertation), traineeship, research
- **Field of study:** - code '0800' or '0810' (agriculture)
- **Funding:**

	Courses	Traineeship	Research
Funding	<ul style="list-style-type: none"> • Within EU: Erasmus+ studies • Belgium: Erasmus Belgica • Outside EU (incl. VLIR-UOS): Select 'own resources' • Switzerland: Swiss-European Mobility Programme • Other (scholarship of other institution) • Own resources 	<ul style="list-style-type: none"> • Within EU: Erasmus+ traineeship • Belgium: Erasmus Belgica • IAESTE • Outside: 'own resources' • Other (scholarship of other institution) • Own resources 	<ul style="list-style-type: none"> • Within EU: Erasmus+ studies • Outside EU: 'own resources' • Facultaire Commissie Wetenschappelijk Onderzoek • Faculty Commission Scientific Research • Other (scholarship of other institution) • Own resources

EXCHANGE APPLICATION DETAILS

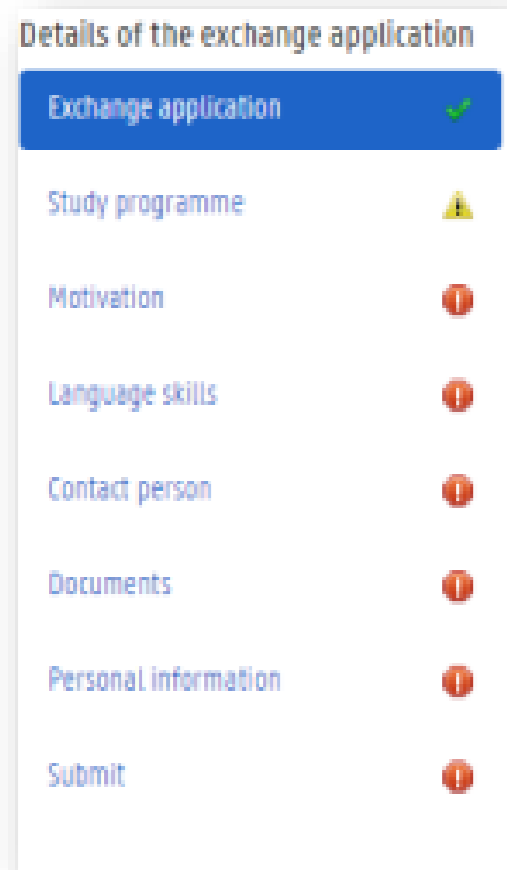
- **Contact person UGent**

- IMRD: Stijn Speelman
- IMSOGL0: Peter Fincke
- SinREm: Gijs Du Laing
- IMAQHE: Jean Dhont

- **Country and institution**

- **Country and institution:** Look up by name and click 'select'
 - Institution or organisation not in list? => select 'institution is not in the list' and add the institution/organisation yourself!

EXCHANGE APPLICATION DETAILS



- **Motivation:**
 - Why go abroad?
 - Why to this institution?
- **Language skills:**
 - Language proof not required
- **Contact person:**
 - For emergencies (family member/friend)
- **Curriculum:**
 - Follow guidelines on [website](#)
- **Documents:**
 - More information later

SUBMITTING EXCHANGE APPLICATION

- Exchange applications can only be processed if submitted
 - Submitting = status application goes from 'draft' naar 'submitted'

APPLICANT

Exchange applications (incoming) ?

Use the 'New application' button to create a new exchange application.

[New application](#) [Submit application](#)

Academic Year	Number	Home Institution	Status application	Status study programme	Actions
AY 2020	100015533	University of Manitoba	Draft	Draft	select

IMPORTANT DEADLINES FOR EXCHANGE APPLICATIONS

- **Courses (only IMRD, IMSOGLO, SinRem, IMAQHE) for mobility in SEM1 or SEM2 of 2022-2023:**

Courses are listed in the UGent course catalogue ?	You want to apply for a mobility grant: Erasmus+ studies or Bilateral agreements?	Deadline registration exchange application in OASIS
yes	yes	31/01/2022
yes	no	no registration needed
no	yes	31/01/2022
no	no	30/09/2022 (for UGent curriculum approval)

IMPORTANT DEADLINES FOR EXCHANGE APPLICATIONS

- **Internships**

You want to apply for a mobility grant: Erasmus+ traineeship or Bilateral agreements (incl. VLIR-UOS)?	Deadline registration exchange application in OASIS
yes	31/01/2022
no	4 weeks before departure

IMPORTANT DEADLINES FOR EXCHANGE APPLICATIONS

- **Master dissertation research**

Host university with which our faculty has a bilateral agreement (check website)?	You want to apply for a mobility grant via UGent: Erasmus+ studies or Bilateral agreements (incl. VLIR-UOS)?	Deadline registration exchange application in OASIS
yes	yes	31/01/2022
yes	no	31/01/2022
no	yes	31/01/2022
no	no	4 weeks before departure

IMPORTANT DEADLINES FOR EXCHANGE APPLICATIONS

- **Several deadlines**

- Multiple deadlines (April, Sept, Dec) in case of exchange for Master's thesis with mobility grant **Faculty Committee for Scientific Research (FBE-CWO)**

- **No fixed deadline in case of exchange for:**

- Internship without mobility grant via UGent

- Master's thesis without mobility grant, to an institution with which the faculty does not have a bilateral agreement

- **Submit an exchange request at the latest 1 month before your departure!**

SUPPORT

SUPPORT

- **Website Faculty:**

- <https://www.ugent.be/bw/en/for-students/exchange>

- **Website UGent:**

- <https://www.ugent.be/student/en/class-exam-exchange-intern/exchange-ugent-students>

SUPPORT

- **Ghent University International Support Team:**

- Non-academic business (mobility grants, insurance, confirmation of stay...)

- international@ugent.be

- **Faculty Education Services:**

- Academic business (destination, curriculum, learning agreement...)

- out.fbw@ugent.be

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International Relations Officer
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Campus Coupure (A0.104)

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(ook bereikbaar via Teams na afspraak)

www.ugent.be/bw/nl/voor-studenten/buitenland

