

EXCHANGE OPPORTUNITIES FOR COURSES

6/11/2023

Campus Coupure

Bioscience Engineering programs

BEFORE WE START

STAY UPDATED

Ufora: Welcome abroad

Important announcements:

Deadlines

Infosessions

Interesting projects

Funding options

...

[Link to Welcome Abroad](#)

Facebookgroup:

Erasmusstudenten FBW

Community of fellow students to ask questions, share experiences, find Erasmus companions...

[Link to the facebookgroup](#)

Webpage:

Studying abroad

Timelines for all exchange procedures, detailed information for each step

[Link to Studying Abroad](#)

Consult this page before e-mailing or making an appointment!

HOW TO CONTACT US?

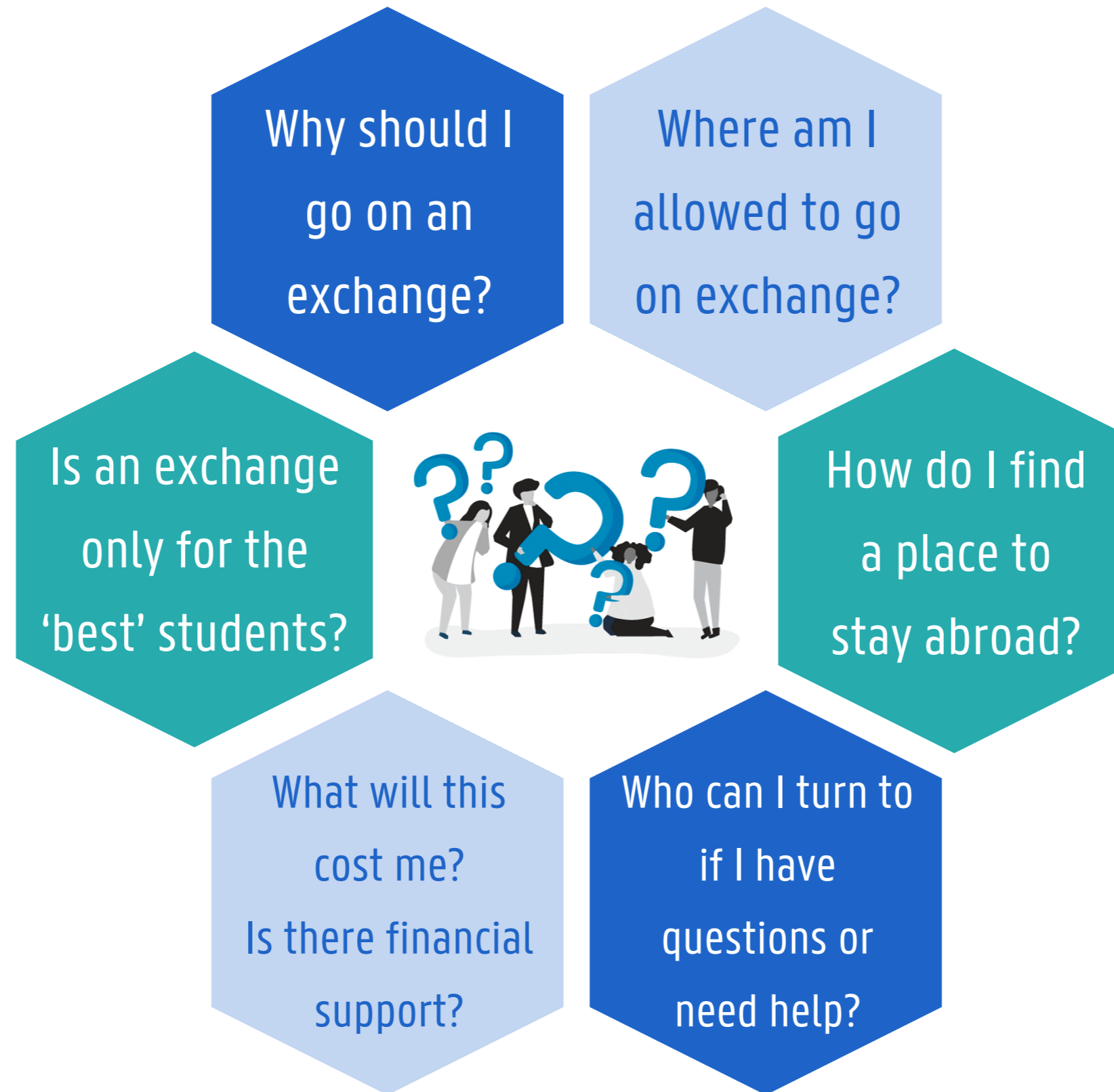
- **Through e-mail** out.fbw@ugent.be
- **Make an appointment!** [Online appointment tool](#)
- **Who can help you?**
Hanne Blondeel
International Relations Officer
Campus Coupure
Building A – A0.104
FDO

INTRODUCTION



INTRODUCTION

- Goal of this session: answering these questions:



INTERNATIONALISATION AT GHENT UNIVERSITY

- Internationalisation as a strategic educational goal at Ghent University

Mission

Providing all students maximal opportunities to develop their international/intercultural competences

Goal

Min. 25% of all Ghent University students have an international exchange in their curriculum

- What is 'International mobility'?
 - Minimum of 15 ECTS achieved abroad (guideline)
OR a stay abroad of minimum 3 months



WHY GO ON AN EXCHANGE?

Won't an exchange have a negative impact on my studies at Ghent University?

Complete acknowledgement of earned credits abroad on your Ghent university diploma

I'm worried about the 'level' and 'quality' of institutions abroad...

Selective partner management with focus on level and quality

Isn't an exchange way too expensive?

No extra tuition, financial support available

WHY GO ON AN EXCHANGE?

Isn't it a lot of preparational (paper) work beforehand?

Clear guidelines, deadlines and available support throughout (infosessions, out.fbw@ugent.be)

Won't living/working in another language/culture be too difficult?

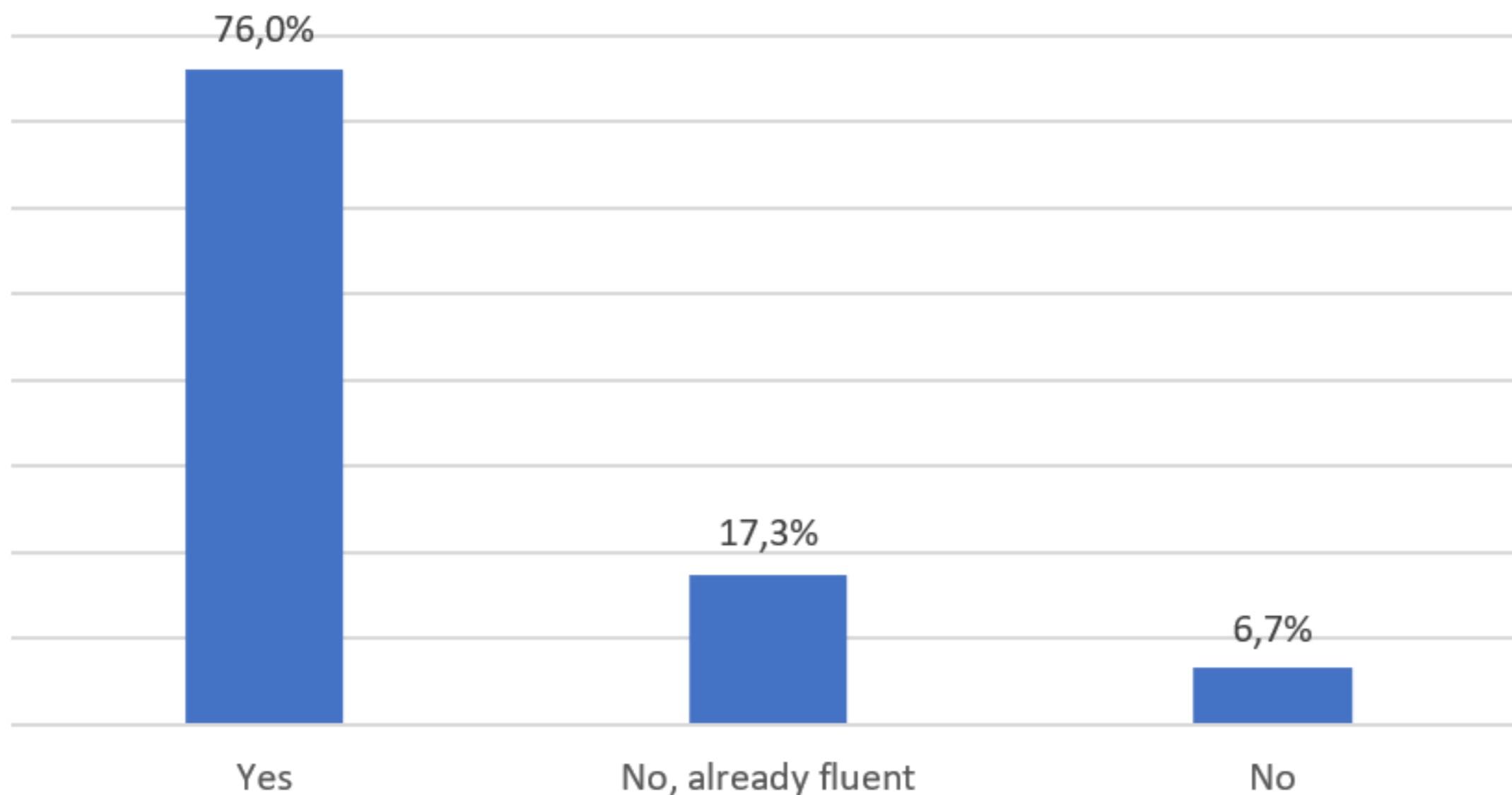
Think of the extra language skills and intercultural attitudes and skills you will develop (looks good on your resume!)

I don't know if I can miss my family, friends, lover,... for that long!

You'll develop your personal skills and... you'll make friends for life!

WHY GO ON AN EXCHANGE?

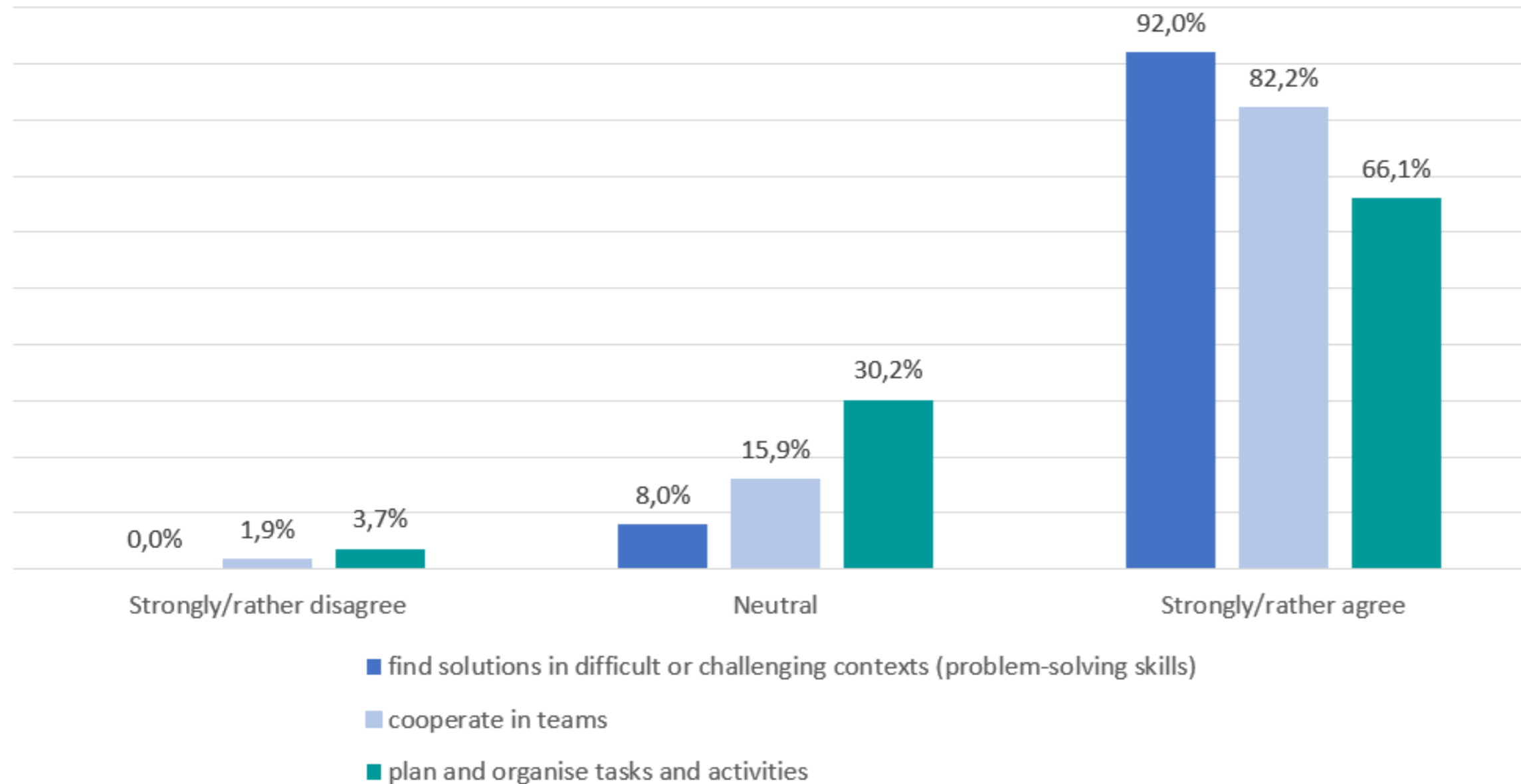
Do you feel like you improved your skills in the teaching language during your stay abroad?



- Students FBW
- Exchange for courses
- AY '22-'23

WHY GO ON AN EXCHANGE?

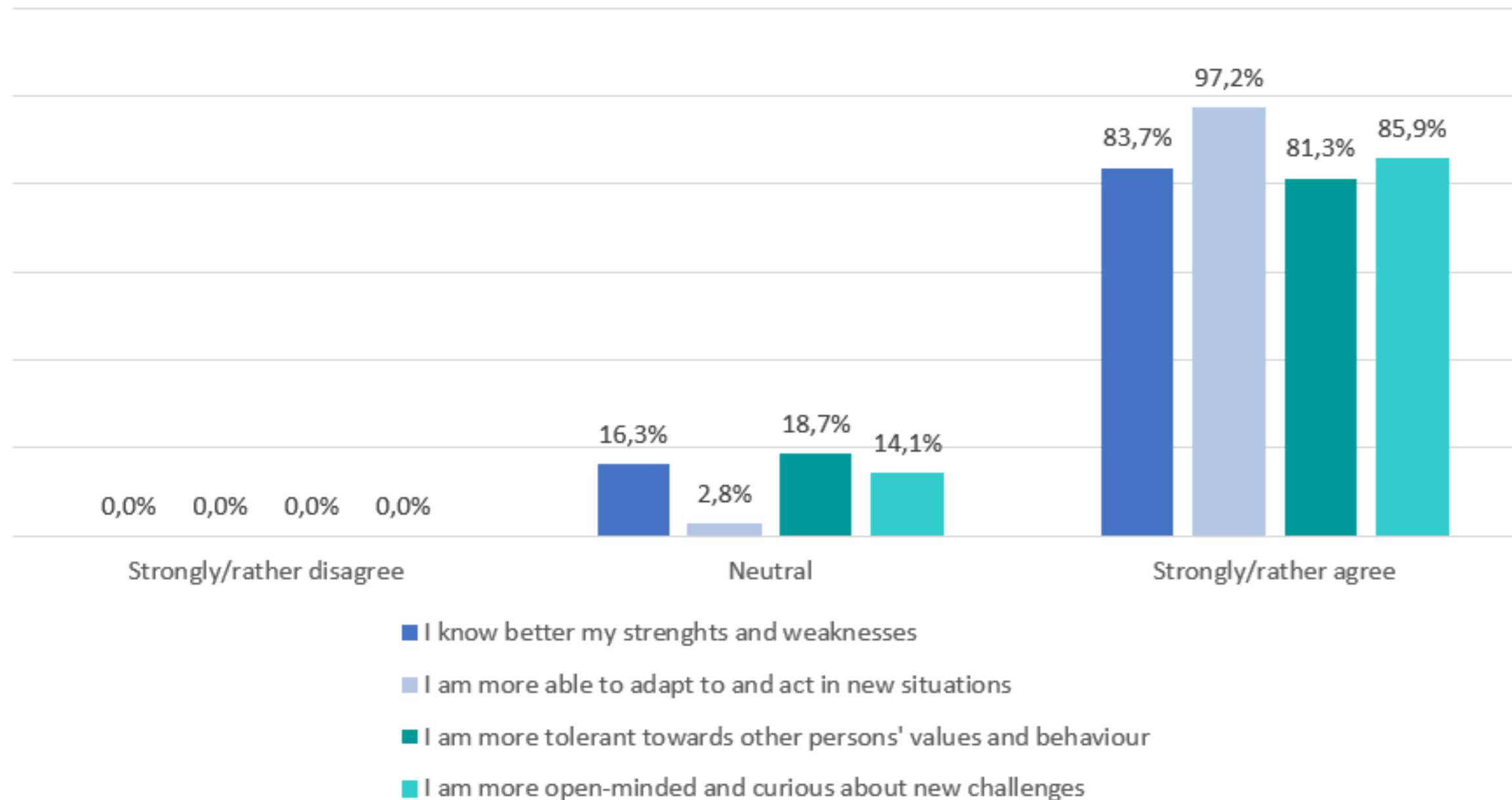
Through my stay abroad, I learned better how to ...:



- Students FBW
- Exchange for courses
- AY '22-'23

WHY GO ON AN EXCHANGE?

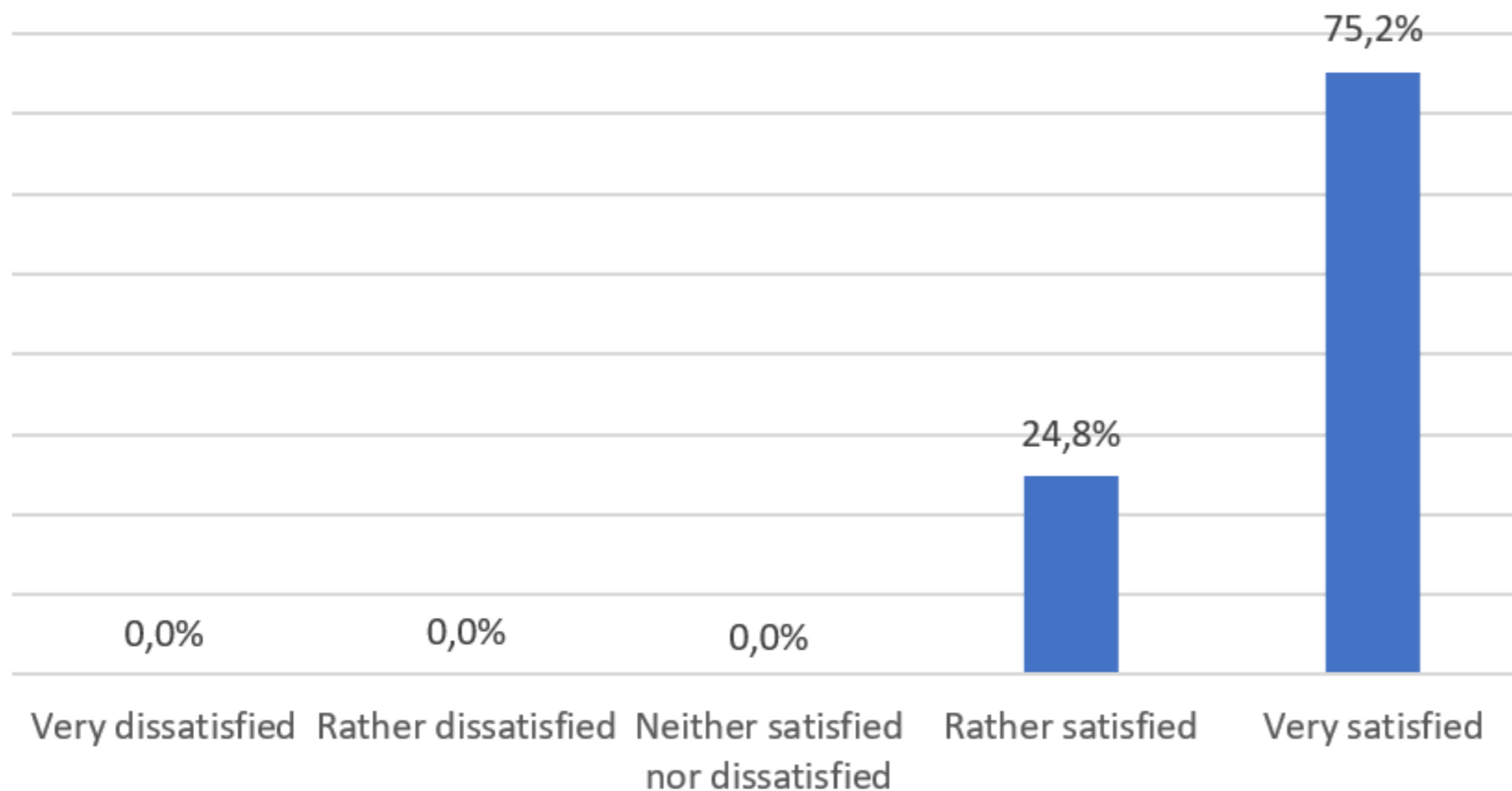
After having taken part in this mobility activity...:



- Students FBW
- Exchange for courses
- AY '22-'23

WHY GO ON AN EXCHANGE?

How satisfied are you with your exchange experience in general



- Students FBW
- Exchange for courses
- AY '22-'23

WHY GO ON AN EXCHANGE?

100% of all students at FBW who went on an exchange for courses in 2022-2023 would recommend it to future students!



TIMELINE COURSE EXCHANGES

TIMELINE

- All info on the procedure can be found on the [website](#)
- Applicable for SEM1 and SEM2 exchanges

TIMELINE COURSE EXCHANGE

BEFORE EXCHANGE

1. INTERESTED?

Come to the info sessions at our Faculty.
Check the conditions for an exchange on our website.



2. DESTINATION

Check the International Partners website to find a list of partner institutions for your study program.



3. FINANCIAL SUPPORT

Check the different financial support options, depending on your destination.



DEADLINE 31/01

4. EXCHANGE APPLICATION

Submit three exchange applications in Oasis for your top three partner institutions.



ONLY NEEDED FOR EXCHANGE OUTSIDE EUROPE

5. GRANT APPLICATION

Follow the website guidelines to collect and submit a grant portfolio.



DEADLINE beginning of March

DEADLINE PROGRAM OVERVIEW 01/04
DEADLINE EXCHANGE CURRICULUM 01/06

6. EXCHANGE CURRICULUM

Use the templates to make a program overview. After approval, upload it on Oasis and add your exchange curriculum.



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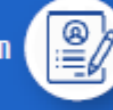


Ideally before 01/07

Follow deadline of partner institution

8. APPLICATION PARTNER INSTITUTION

Register at the partner institution by following their application procedure.



DURING EXCHANGE

9. CONFIRMATION STUDY PERIOD

Print out this document from Oasis and get it signed by the partner institution on your arrival and departure.



10. CHANGING LEARNING AGREEMENT

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AFTER EXCHANGE

11. TRANSCRIPT OF RECORDS

Upload your transcript of records in Oasis.



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CONDITIONS FOR COURSE EXCHANGE

- Only for **master** students
- For maximum of **1 semester**
- You can choose which semester
 - Environmental Technology: preference SEM2

Other exchange opportunities available:

internship, master dissertation, summer school, BIP

Infosession 9/11/2023, 19u, AUD E2, Campus Coupure



CONDITIONS FOR COURSE EXCHANGE

- Finished bachelor program?



- In a GIT-trajectory (Bachelor-Master)?

➤ On the moment of exchange application (january 2024)

all bachelor courses need to be included in your curriculum



CONDITIONS FOR COURSE EXCHANGE

- Not finished with bachelor program on moment of exchange?

➤ Conditions!

1. Passed **all courses BA1 and BA2?**
2. Max. **2 courses** to retake from **BA3?** (max. 12 ECTS)
3. Max. **1 course** to retake **during exchange sem?**



IMPORTANT: teacher of course needs to give permission (not obligated)



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CHOOSING YOUR DESTINATION

- Look at the Sharepoint site '[International Office partners](#)'
- Choose your study program: list of destinations



Start  EDIT LINKS

Search this site 

International Office Partners

Welcome to the partnerdatabase of the Faculty of Bioscience Engineering!

Choose your study programme in which you would like to make an exchange and find out where you will be studying next year.

This information will be updated based on the information we receive from our partner universities. However if you would find information out of date or broken links, please [send us an email](#).

Campus Coupure:

- [Master of Science in Bioscience Engineering: Agricultural Sciences](#)
- [Master of Science in Bioscience Engineering: Cell and Gene Biotechnology](#)
- [Master of Science in Bioscience Engineering: Chemistry and Bioprocess Technology](#)
- [Master of Science in Bioscience Engineering: Environmental Technology](#)
- [Master of Science in Bioscience Engineering: Food Science and Nutrition](#)
- [Master of Science in Bioscience Engineering: Forest and Nature Management](#)
- [Master of Science in Bioscience Engineering: Land and Water Management](#)

Campus Schoonmeersen:

- [Master of Science in Bioscience Engineering Technology: Agriculture and Horticulture](#)
- [Master of Science in Bioscience Engineering Technology: Food Industry](#)
- [Master of Science in Biochemical Engineering Technology](#)

Home

Partners Public Info

Admin

- Partners - Public Info
- Partners - Internal Info
- Partners Overview
- FCI (contact list)

Research

 EDIT LINKS



CHOOSING YOUR DESTINATION

- **Things to keep in mind:**

1. Choose the correct **study program**

- See list on Sharepoint site

2. Look at the instruction **language** of the partner institution

- Learn local language through the UTC (UTC@ugent.be)

Discount available for exchange students



CHOOSING YOUR DESTINATION

3. Look at the **course offering** of the partner institution
 - Compare to study guide Ghent University
 - Look at example courses when available
4. Look at the **academic calendar** of the partner institution
 - Start semester can overlap with exams Ghent university
 - In this case: contact teacher for permission! (+[FSA](#) and out.fbw@ugent.be)

You will need to make a top 3 of exchange destinations.
How to make your exchange application will be explained in a
PRACTICAL INFOSESSION on 13 December 2023



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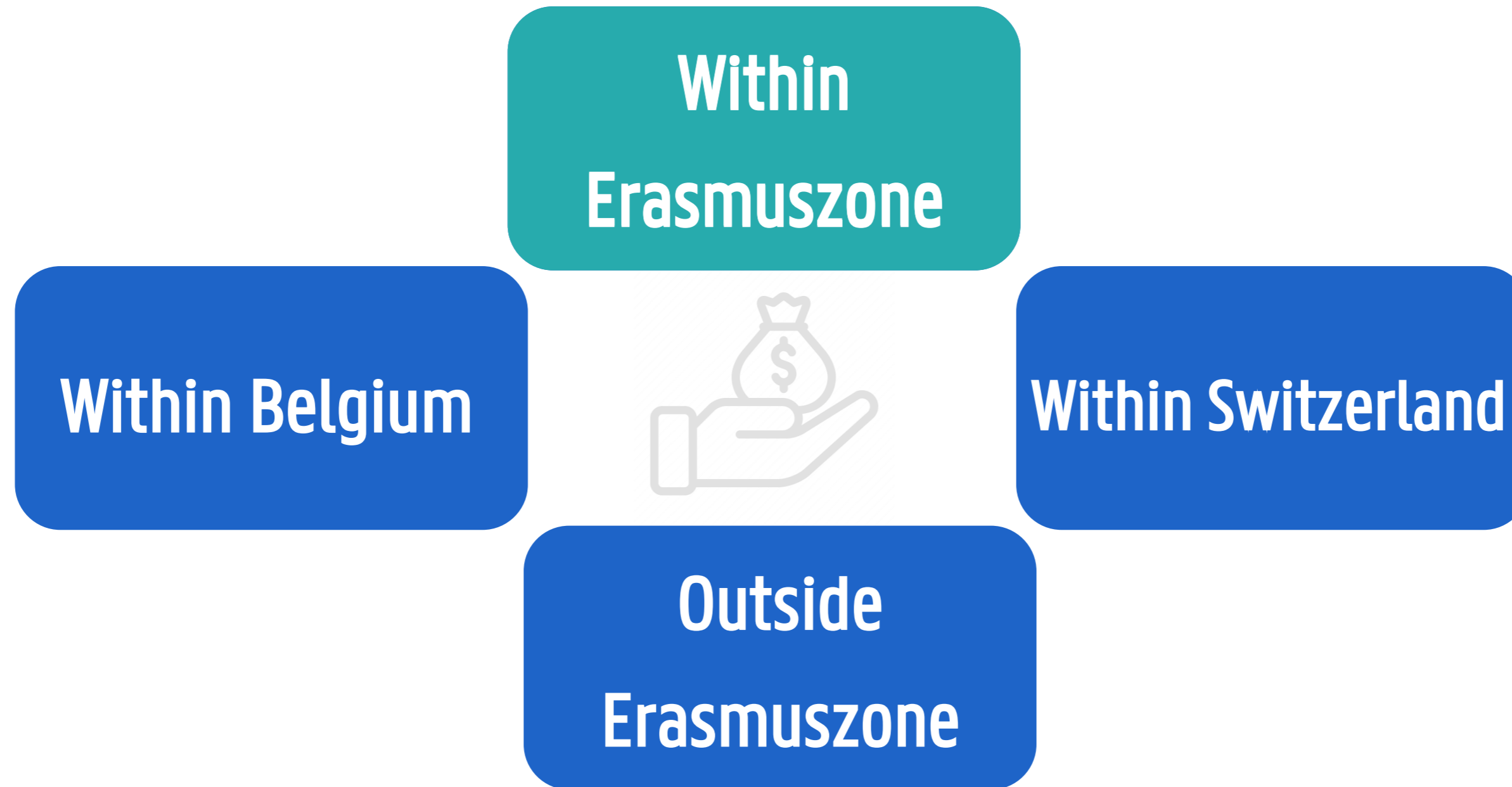
DEADLINE 31/01

FINANCIAL SUPPORT

- You keep your study grant (if applicable)
- **Extra financial support possible** ([zie website AI](#))
 - Through UGent (agreement between partners)
- **Questions on UGent grants => international@ugent.be !**



FINANCIAL SUPPORT



FINANCIAL SUPPORT (1)

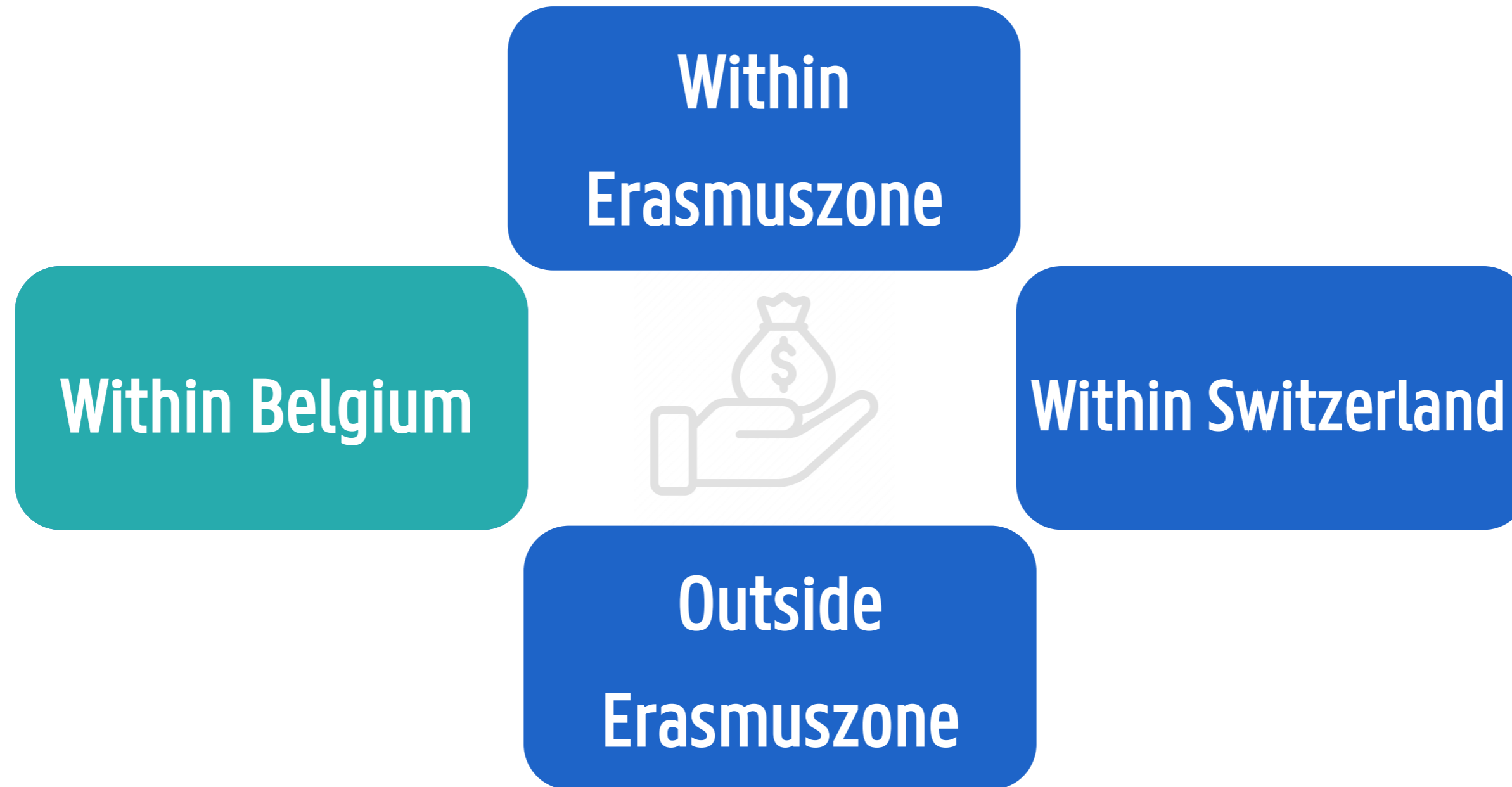


- **WITHIN Erasmus zone (min. 3 months)**

- Erasmus+ studies (UGent)

- **Group 1:** Denmark, Finland, Ireland, Iceland, Liechtenstein, Luxembourg, Norway, UK, Sweden
 - € 629 (study grant) or € 379 (other students) per month
- **Group 2:** Cyprus, Germany, France, Greece, Italy, Malta, the Netherlands, Austria, Portugal, Spain
 - € 579 (study grant) or € 329 (other students) per month
- **Group 3:** Bulgaria, Estonia, Hungary, Croatia, Latvia, Lithuania, North Macedonia, Poland, Romania, Serbia, Slovakia, Slovenia, Czech Republic, Turkey
 - € 529 (study grant) or € 279 (other students) per month

FINANCIAL SUPPORT



FINANCIAL SUPPORT (2)



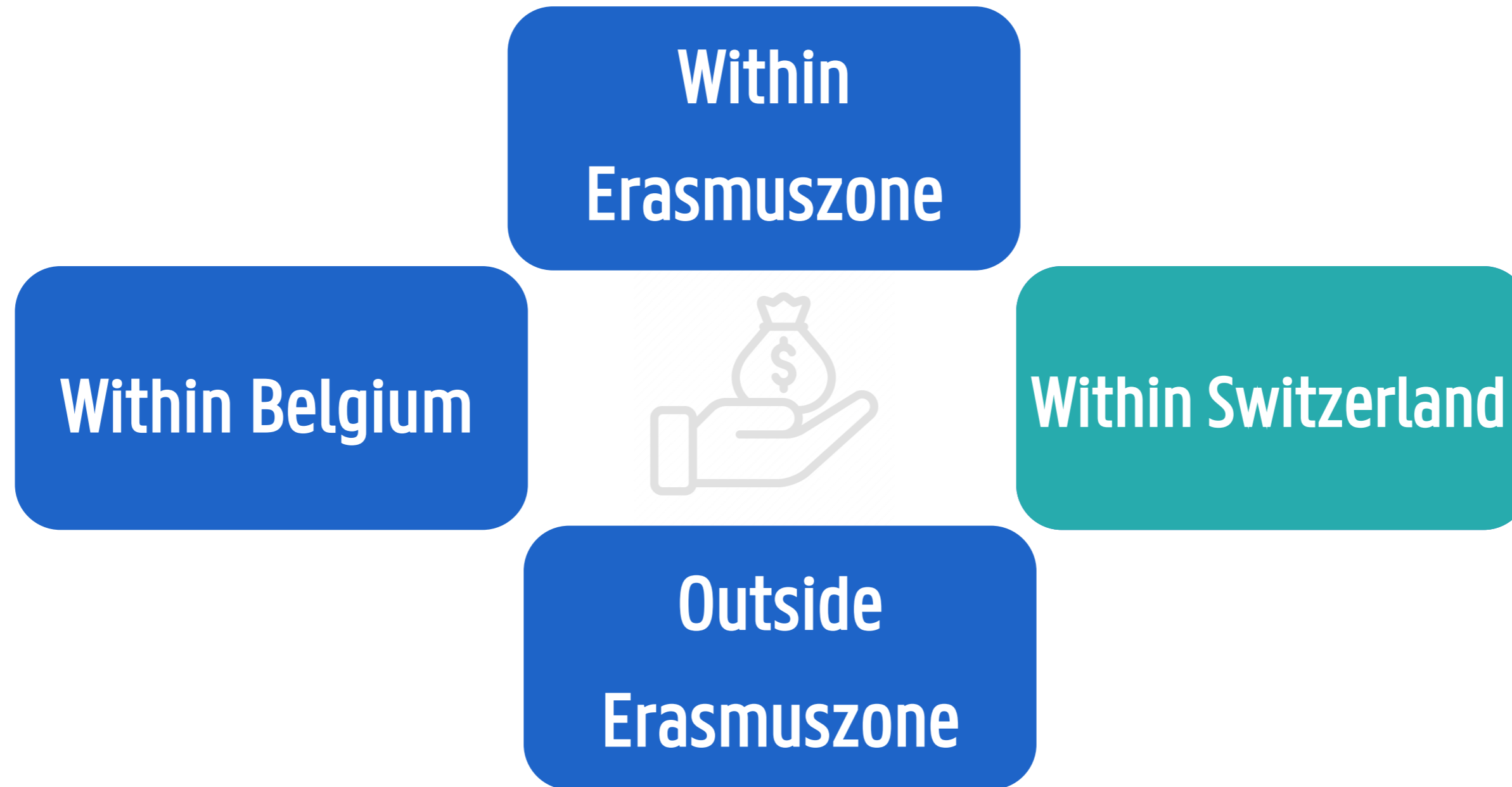
- **Within Belgium (min. 2 months)**

- Erasmus Belgica (UGent)

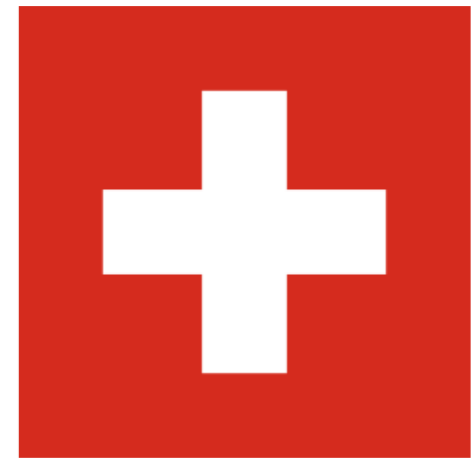
- Forfait: €100

- Monthly allowance: €100 (accommodation cost)

FINANCIAL SUPPORT

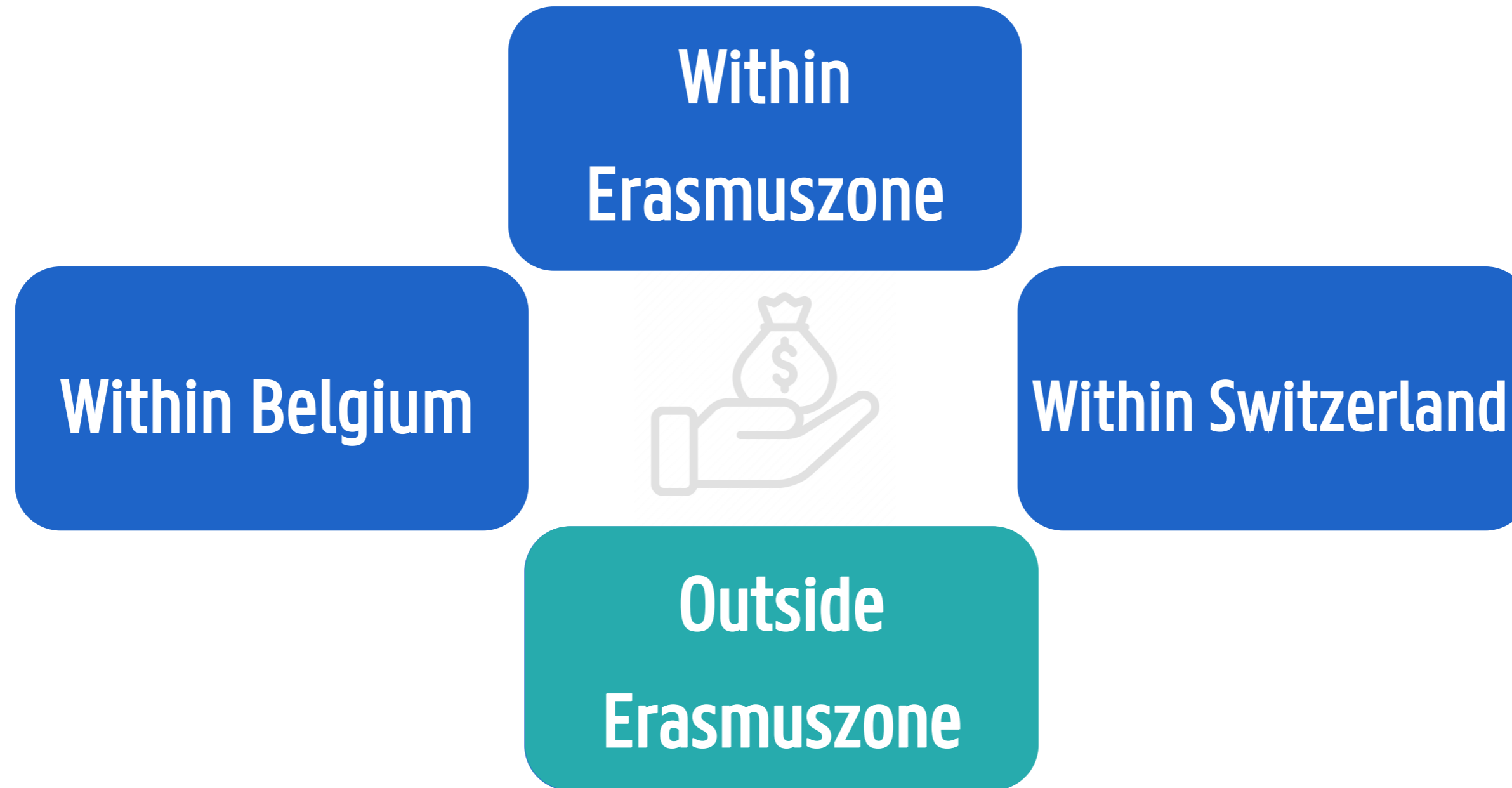


FINANCIAL SUPPORT (3)



- **Switzerland (min. 1 month)**
 - **SEMP (UGent)**
 - **Swiss-European Mobility Programme**
 - €300/month

FINANCIAL SUPPORT



FINANCIAL SUPPORT (4)



- **OUTSIDE Erasmuszone (min. 1 month)**

- **Grant bilateral agreements** (UGent, see list of partners [here](#))

- Travel allowance depending on distance (max €1.500)
- Plus occ. monthly allowance of max. €650 for max 4 months
 - Based on financial situation

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Ideally before 01/07

Follow deadline of partner institution

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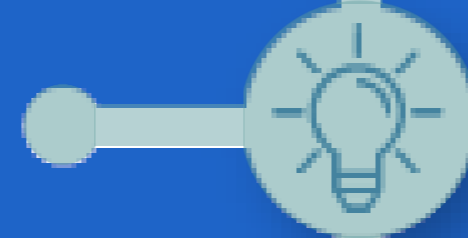
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DEADLINE 31/01

EXCHANGE APPLICATION (UWA)

- You select your **'top 3'** destinations
- You create an exchange application for each destination (Oasis)
 - **Separate motivation per destination - IMPORTANT!**
- FCI **selects** you for one destination from your top 3
 - Sometimes limited number of places for a destination: **SELECTION:**
 1. Average score at time of application
 2. Motivation (Oasis)

EXCHANGE APPLICATION (UWA)

Every exchange needs to be registered in an exchange application
(for insurance, diploma supplement,...)

How?

Via Oasis

From when?

15/11/2023

Deadline exchange
application

31/01/2024

**Practical information session on making exchange
application: 13 December 2023!**

Announcement Uforasite 'Welcome abroad'

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GRANT APPLICATION

- **For Erasmus+ and Erasmus Belgica**
 - Approval exchange application → You get a grant!
 - **No separate grant application needed**
- **For all other UGent grants (bilateral agreements)**
 - **More attention is needed (deadline March 11 2024, 12u00)**
 - Explained more detailed in the next 5 slides
 - Selection announcement: Beginning of May 2024

**!!! The deadline for the exchange application is different
from the deadline for the grant application !!!**



EXPLANATION NEW SELECTION MECHANISM -
OUTGOING STUDENTS - FACULTY INFO SESSION
EXCHANGE AY 24-25

GRANTS OUTSIDE THE ERASMUS ZONE

Various grants available for exchange outside the Erasmus zone, classifiable into two types:

1. Monthly grant (max 4 months) & travel allowance
2. Travel allowance

Distribution of scholarships according to the principle:

the higher the socio-economic need, the higher the chance of getting a type 1 scholarship (monthly allowance & travel allowance)

GRANTS OUTSIDE THE ERASMUS ZONE

!New!

No more portfolios need to be submitted (cf previous years), most information will be taken from OASIS.

!Important!

Online info session, intended for outgoing students interested in destination outside Erasmus zone, on **7/12/2023 (18h30)**:

- explanation scholarship distribution
- explanation personal preparation (administration/health/safety)
- explanation financial aspect exchange.

GRANTS OUTSIDE THE ERASMUS ZONE

Information and **guidelines for students** will be circulated:

- Before the Christmas break
- Where? Via the following link:

(ENG) [Exchange outside of the Erasmus zone - Info for Ghent University students - Ghent University \(ugent.be\)](#)

(NED) [https://www.ugent.be/student/nl/studeren/naar-buitenland/financieringskanalen-buitenlands-verblijf#BuitenEuropa](#)

(Note! Now information about the current call, not yet about the AJ 2024-2025 call)

Rein Reynebeau – Karen Wouters
Afdeling Internationalisering
DOWA

E International@ugent.be

www.ugent.be



Universiteit Gent



@ugent



@ugent



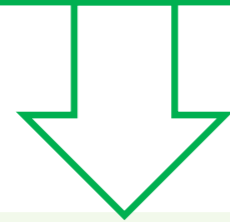
Ghent University



GRANT APPLICATION

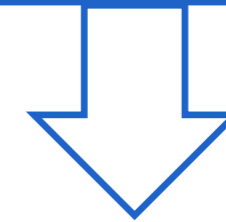


Traveling in a sustainable way?



Apply for Green Travel grant (€50)

How can I travel a sustainable way?



Check this UGhent site!

FLiXBUS



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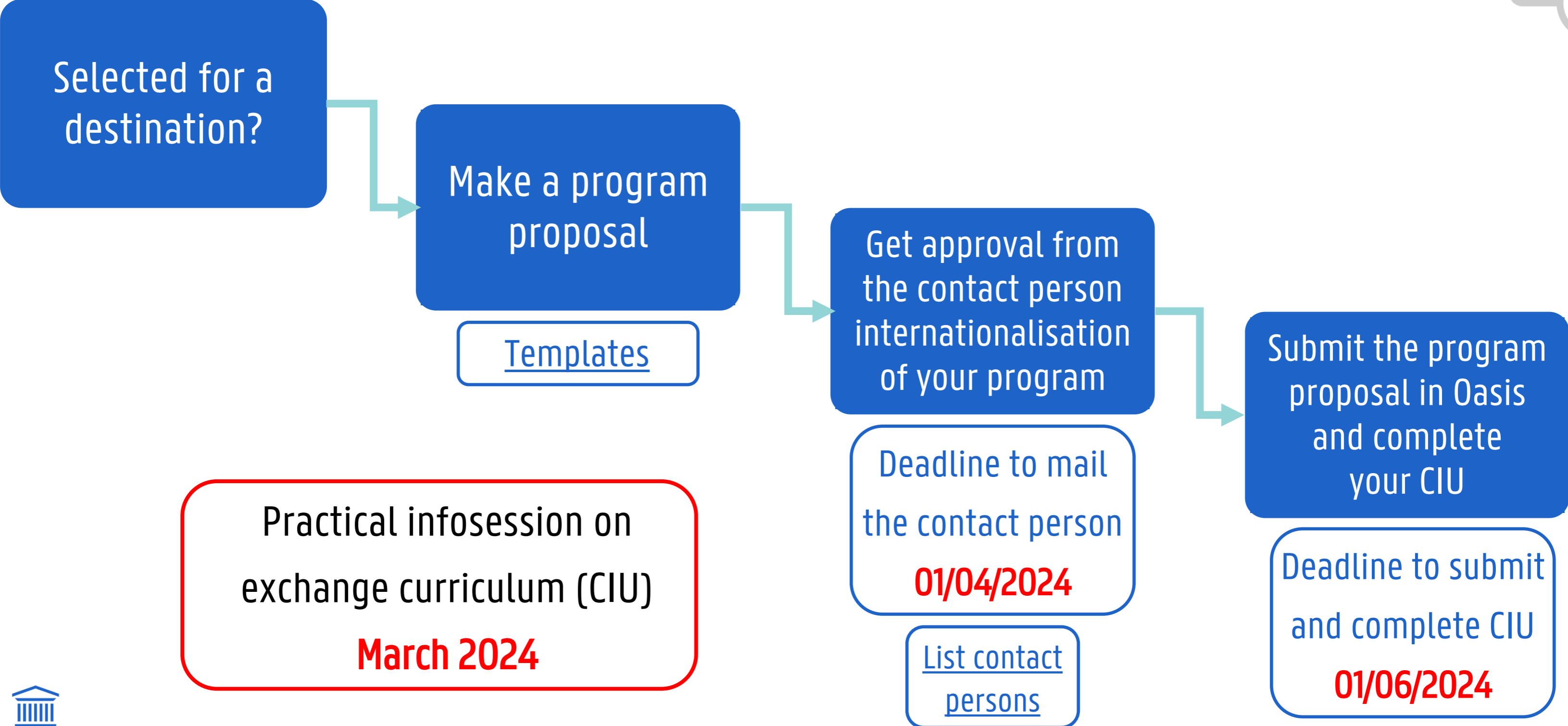
Follow deadline of partner institution



8. APPLICATION PARTNER INSTITUTION

Register at the partner institution by following their application procedure.

EXCHANGE CURRICULUM (CIU)



Practical info session on exchange curriculum (CIU)
March 2024

TIMELINE COURSE EXCHANGE

BEFORE EXCHANGE

1. INTERESTED?

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Check the conditions for an exchange on our website.



2. DESTINATION

Check the International Partners website to find a list of partner institutions for your study program.



3. FINANCIAL SUPPORT

Check the different financial support options, depending on your destination.



DEADLINE 31/01

4. EXCHANGE APPLICATION

Submit three exchange applications in Oasis for your top three partner institutions.



ONLY NEEDED FOR EXCHANGE OUTSIDE EUROPE

5. GRANT APPLICATION

Follow the website guidelines to collect and submit a grant portfolio.



DEADLINE beginning of March

DEADLINE PROGRAM OVERVIEW 01/04
DEADLINE EXCHANGE CURRICULUM 01/06

6. EXCHANGE CURRICULUM

Use the templates to make a program overview. After approval, upload it on Oasis and add your exchange curriculum.



7. LEARNING AGREEMENT

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DURING EXCHANGE

9. CONFIRMATION STUDY PERIOD

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10. CHANGING LEARNING AGREEMENT

If after arrival you need to change your exchange curriculum, adjust your program overview, get it approved and send it to out.fbw@ugent.be.



AFTER EXCHANGE

11. TRANSCRIPT OF RECORDS

Upload your transcript of records in Oasis.



DEADLINE PROGRAM OVERVIEW 01/04
DEADLINE EXCHANGE CURRICULUM 01/06



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LEARNING AGREEMENT (LA)

- **Learning Agreement** = filled in automatically with the added info in your exchange curriculum (OASIS)
- **After online approval** of CIU in Oasis: a signature and stamp from UGent are automatically added to the document
 - Sign it yourself and send it to your partner for their signature
- Upload the **fully signed** LA on Oasis – preferably before 01/07/2024

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APPLICATION AT PARTNER INSTITUTION

- Nomination by central department (notification through e-mail)
- After nomination:
 - Check application procedure of partner institution on the [Sharepoint website](#) or on the website of the partner institution
 - Most partners send e-mail themselves, but **if not: e-mail them!**

Respect the deadlines of the partner institution!



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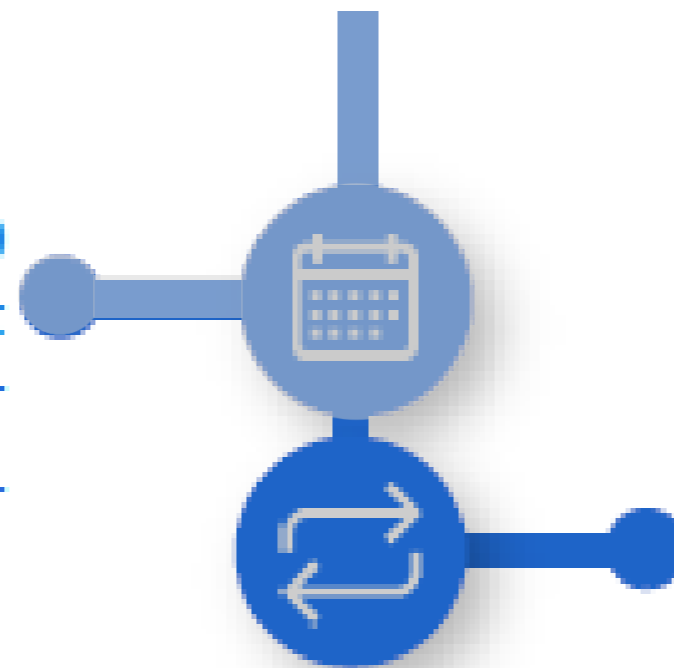
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CONFIRMATION STUDY PERIOD

- Download the 'confirmation study period' document from Oasis
- Get the **arrival part** signed once you arrive on site
 - Upload it in Oasis, as type 'Period of Stay - Arrival'
(*'Verblijfperiode-aankomst'*)
- Get the **departure part** signed before you return home
 - Upload it in Oasis, as type 'Period of Stay - Departure'
(*'Verblijfperiode-vertrek'*)



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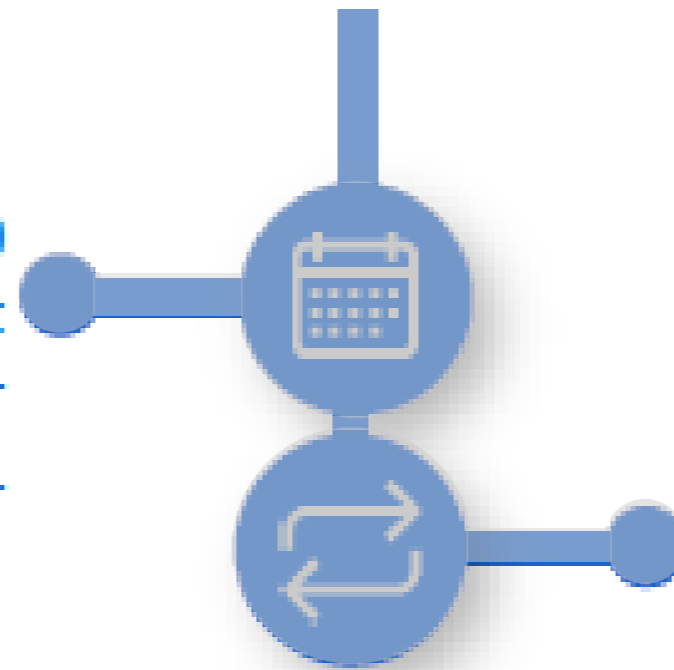
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CHANGING LEARNING AGREEMENT

- If after arrival you need to change your exchange curriculum
 1. Adjust your **program proposal**
 - Get approval of the contactperson internationalisation of your program
 2. Upload it on Oasis
 3. Inform out.fbw@ugent.be by mail



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TRANSCRIPT OF RECORDS

- Deadlines submission of transcript of records (mail & Oasis):
 - For SEM1 30/01/2025
 - For SEM2 01/07/2025
 - For retakes 04/09/2025
- Grading conversion using the [faculty conversion table](#)
 - Exam exchange commission has final decision





PRACTICAL TIPS

ALL OTHER ADMINISTRATION?

- Downloadable on Oasis or available on website
- Deadlines: [website](#) (nl) – [website](#) (eng)
- Need a stamp or signature?
 - out.fbw@ugent.be

ACCOMMODATION

- Not arranged by Ghent University
- Often arranged by partner (bv. Student homes)
- E-mail us: we can give you contact info of previous exchange students (if permitted by student)
- **Start your search in time!**



INSURANCE

- Health insurance
 - Accidental insurance
 - Civil liability insurance
 - Travel insurance
- Check own fund
via UGent
via UGent
via UGent

!! Also think about possible extra insurance

Questions? verzekeringen@ugent.be



SAFETY AND HEALTH

- **Health**

- [Web page FOD Foreign affairs](#)
- [Travel clinic UZ Gent](#)

- **Safety**

- [Reis wijs](#): brochure Foreign Affairs Belgium
- [Travellersonline](#): Register your exchange abroad
- Ghent University, actueel@ugent.be

!!! Do not purchase anything (for example plane tickets)
before Team Actueel gives you approval to go on exchange !!!





STUDENT TESTIMONIALS

QUESTIONS?



Hanne Blondeel

International Relations Officer
FACULTY EDUCATION SERVICES
BUILDING A, ROOM A0.104
CAMPUS COUPURE

E out.fbw@ugent.be

[Online appointment tool](#)

<https://www.ugent.be/bw/nl/voor-studenten/buitenland/studying-abroad>

