

# IWISE - INTRODUCTION WEEK FOR INTERNATIONAL STUDENTS IN ENGINEERING

17 - 20 September 2024

Fien Porrez, International Relations Officer

# TODAY'S PROGRAMME

**13h30:**

Welcome by the Director of Studies

prof. Hennie De Schepper

- Presentation of the Faculty Educational Services (IRO, Student Counsellors, Student Administration)
- Explanation about the composition of your curriculum
- Meeting with the Program Chair

**15h30:**

End of Day 1

# FACULTY EDUCATIONAL SERVICES

iWISE - Faculty of Engineering and Architecture

# FACULTY EDUCATION SUPPORT SERVICES

- International Relations Office
- Quality Assurance
- Faculty Student Administration
- Learning track Counselling
- Student Counselling

# INTERNATIONAL RELATIONS OFFICE (IRO)



Bert Coryn - degree



Fien Porrez -  
incoming exchange



Ann Van Outryve –  
outgoing exchange



Sara Verstraete – support



Nele De Wolf – IRO

# INTERNATIONAL RELATIONS OFFICE (IRO)

- Well-being and support for international students
- Administrative matters
  - Information about studying abroad
  - Assistance during the application procedure

# AVAILABILITY

On campus and online via MS Teams.

Room 0.30 (ground floor, left wing)

Jozef Plateaustraat 22

9000 Gent

[international.ea@ugent.be](mailto:international.ea@ugent.be)

Book an appointment:



# INTERNATIONAL SUPPORT TEAM (IST)

= International Relations office of Ghent University

[international@ugent.be](mailto:international@ugent.be)

- help and guidance administrative and wellbeing issues, offering advice and support
- inter-institutional agreements with partner institutions
- guidance visa or residence permit application
- organizing arrival and welcome activities at the start of each semester

Planned events:

- 19 Sep: Welcome Day
- 2 Oct: surprise event
- 25 Oct: INTERchange
- 6 Dec: quiz

 26 Mar: INTERchange

 18 Apr: Night at the museum





# FACULTY STUDENT ADMINISTRATION (FSA)

First point of contact for students for:

- What to do in case of absence (illness)
- Class and exam schedules
- Examination office (grades, deliberation, feedback...)
- (ECTS) Transcript Of Records, credit certificates
- Questions about diplomas and diploma supplement
- Administration of the master's dissertation

Ground floor, room 032

[fsa.ea@ugent.be](mailto:fsa.ea@ugent.be)

[afwezig.ea@ugent.be](mailto:afwezig.ea@ugent.be) (notification of absence)

# FACULTY STUDENT ADMINISTRATION (FSA)

Ingrid De Rycke



Ann Galle



Debbie Luits



Thierry Bonne



Veerle Joliet



Sandra Joliet



# LEARNING TRACK COUNSELLING

Information, advice, and assistance concerning

- selection processes / reorientation
- Education and Examination Code (study progress, deliberations, contracts ...)
- study progress: personalized learning track (GIT), study progress monitoring, learning account, exemptions ...
- special status for students – working student status
- study-related problems (tutorial services)
- referral to the appropriate services or bodies

Ground floor, room 027 and 028

[studietrajectIR.ea@ugent.be](mailto:studietrajectIR.ea@ugent.be) (engineering science and architecture)

[studietrajectING.ea@ugent.be](mailto:studietrajectING.ea@ugent.be) (engineering technology)

# LEARNING TRACK COUNCELLORS

Master of Science in Engineering  
(Architecture) programmes

[studietrajectir.ea@ugent.be](mailto:studietrajectir.ea@ugent.be)



Sarah Bogaert

Master of Science in Engineering  
Technology programmes

[studietrajecting.ea@ugent.be](mailto:studietrajecting.ea@ugent.be)



Ilse Degerickx



An Van Steenberghe



Annelies Holvoet

# STUDENT COUNSELLING

## Subject-specific

- Questions by mail
- Information and explanation sessions (in group)
- Individual guidance in a subject or course
- Ufora monitoring site (EX00001)

[monitoraat.ea@ugent.be](mailto:monitoraat.ea@ugent.be)

# STUDENT COUNSELLING

## General

Questions about study planning and study skills:

*Which study method suits you best and how to create a workable time schedule.*

Individual appointment (Bookings)

[monitoraat.ea@ugent.be](mailto:monitoraat.ea@ugent.be)



Katrien Maertens



Greet De Beer

# EDUCATIONAL QUALITY ASSURANCE UNIT

- Quality assurance of the education
- Administration of all educational processes
- Course feedback for students
- Quality control processes

# IWISE - Introduction WEEK for International Students in Engineering

Faculty Education Support Services

Fien Porrez, International Relations Officer