



OASIS-WEBSITE FOR STUDENTS

MANUAL

Directie ICT
Afdeling ICT-toepassingen

E helpdesk.oasis@ugent.be

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www.ugent.be

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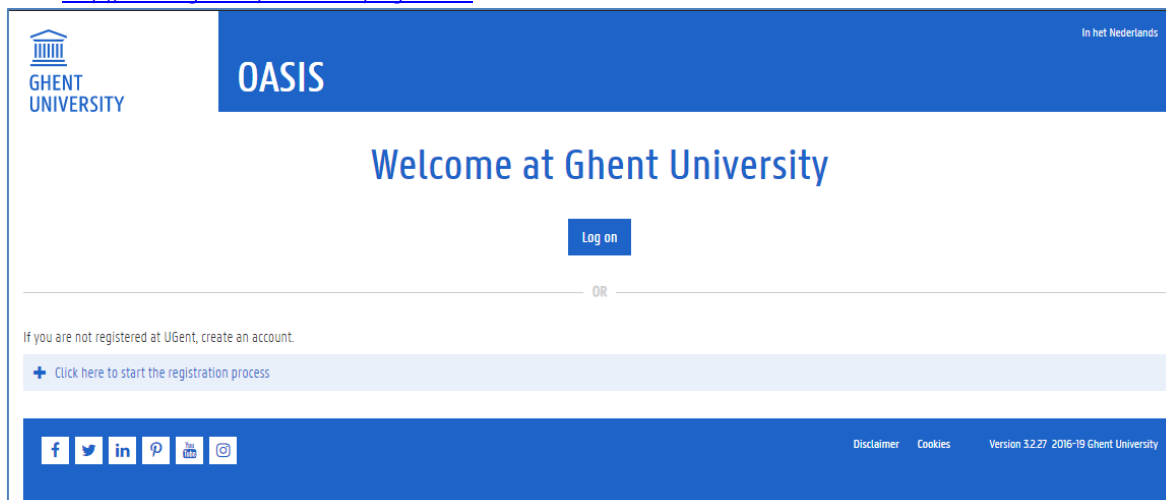
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1 REGISTER ON THE OASIS WEBSITE

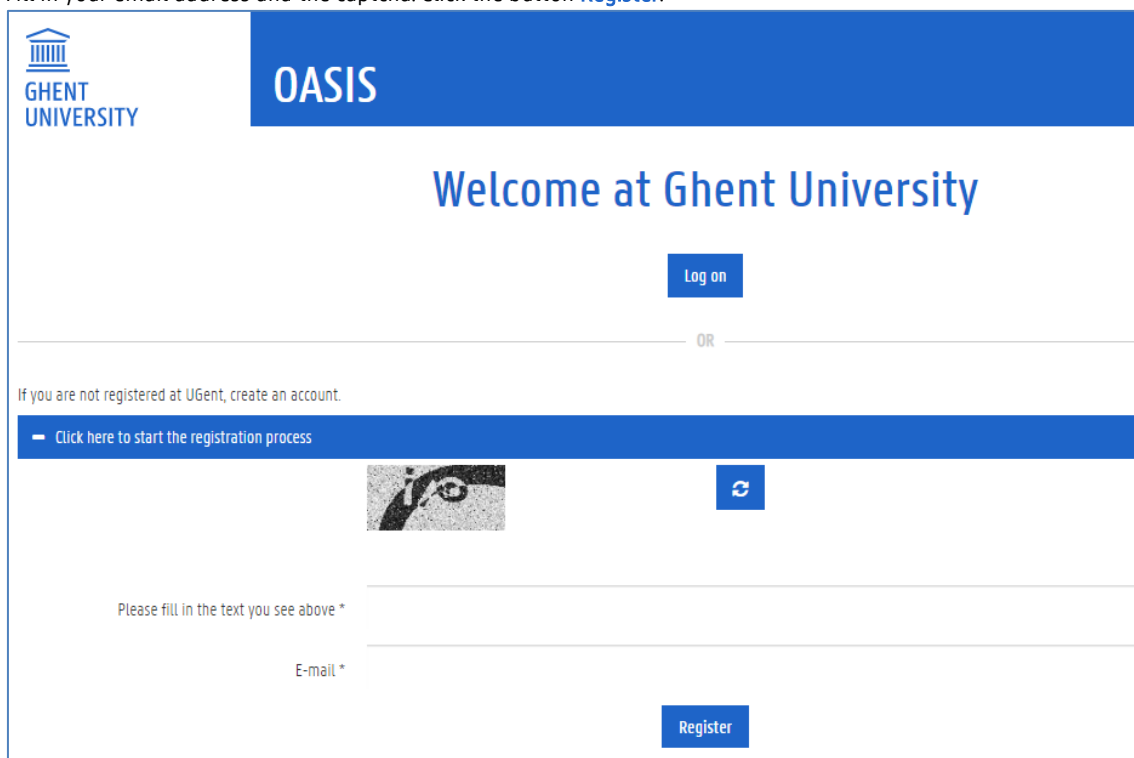
1.1 Register on the OASIS website

If you want to enrol at Ghent University as a degree student, or as an exchange student, you always have to start by registering yourself as a new student.

1. Go to <http://oasis.ugent.be/oasis-web/registratie>.




2. Click the button [Click here to start the registration process](#).
3. Fill in your email address and the captcha. Click the button [Register](#).



You will receive an email with a link to choose a password.

4. Set your password and then log in with your email address and this password on <http://oasis.ugent.be>

5. Fill in your personal information, and click the button [Save and continue](#).

In het Nederlands

OASIS

[Registration](#) > Personal information

Personal information

First name

Surname *

Gender *

Date of birth *

Country of birth *

Place of birth *

Nationality *

Belgian Social Security Number

Title


Correspondence language *

I have taken note of the [Generic code of conduct for the processing of personal data and confidential information at Ghent University and the Ghent University privacy statement](#).

[back to overview](#)

[save and continue](#)

6. Fill in your contact details.



OASIS

[Registration](#) > Contact details

Contact details

Phone (eg. +3232569545)

Mobile (eg. +32477589632)

Personal e-mail address


Skype

[back to overview](#)

[previous](#)

[save and continue](#)

7. Fill in your residence address. If this is your correspondence address, check the corresponding button. Click the button [Save and continue](#).

OASISIn het Nederlands

i Fill in your permanent address. Indicate whether this is your correspondence address.
If this is not the case, you will have to fill in your residence address in the next step.

[Registration](#) > [Addresses](#) > Add residence address

Correspondence address

Check this box if this address is your correspondence address. Ghent University sends all documents to the correspondence address by default. If your residence address is not your correspondence address, then you must enter your residence address in Belgium.

Country *

Street

House Number

Box or Room

Postal Code/City *

This list shows all the postal codes and cities in our database. If your postal code and city are not listed, please fill in this information below, in "postal code (other)" and "city (other)".

Postal Code (other)


City (other)

PO box

Building

[back to overview](#) [previous](#) [save and continue](#)

8. Confirm your registration


beatrisjvermaere+19128@gmail.com In het Nederlands

OASIS

Registration > Confirm registration


Confirm registration

Check this information carefully. After confirming the registration you can no longer adjust them.

First name	exchange
Surname	student
Gender	Female
Date of birth	01/01/2000 
Country of birth	Canada
Place of birth	toronto
Nationality	Canadian
Belgian Social Security Number	
Title	Ms
Correspondence language	English

[back to overview](#) [previous](#) [Confirm registration](#)

You are then forwarded to the following page, on which you can make your exchange application.

In het Nederlands

OASIS

APPLICANT

Links

- [Homepage](#)
- [Course catalogue](#)
- [Ufora](#)
- [Education and Examination Code](#)
- [My calendar](#)

General information

- [Enrolments](#)
- [Special status](#)
- [Job student](#)
- [UCT enrolment](#)

My Oasis

- [Contact details](#)
- [Address](#)
- [Contacts](#)
- [Bank accounts](#)
- [Privacy](#)
- [History](#)

Choice of study

- [Exchange](#)

AY 2020-2021

Curriculum

- [Exchange](#)

Home page

Welcome to OASIS. Whether you are a student or an employee, you will find a great deal of valuable information on the OASIS website. Throughout the academic year, you will also have to take care of several important administrative matters on this website.

In the menu on the left, choose what you want to do. Please note: the menus can vary according to the menu you have chosen at the top of the page (Student, Lecturer in Charge, Chairman,...).

General information

- Enrolments: enrol in a new or current programme in this menu. You will also find your enrolment applications here.
- UCT enrolment: enrol in a course at the University's Language Centre.

My Oasis

Consult and edit your personal information in this menu: your address, contact information, language skills... You can also print certificates in this menu, such as a certificate of enrolment or a certificate for the Belgian Railways (NMBS).

Menus available per academic year

- Curriculum: consult and edit your curriculum for a specific academic year. At the end of each examination session, you can print your transcript of records here.
- Exchange: if you want to go abroad during your studies, apply for enrolment in this menu.
- My courses: this is a list of the courses in your curriculum, with extra information available about each course.
- Tuition fee: this menu contains information about the tuition fee.
- Educational evaluations: evaluate the courses that you are following in this menu.
- Housing applications: apply for a room or apartment at Ghent University here.

Apply for enrolment

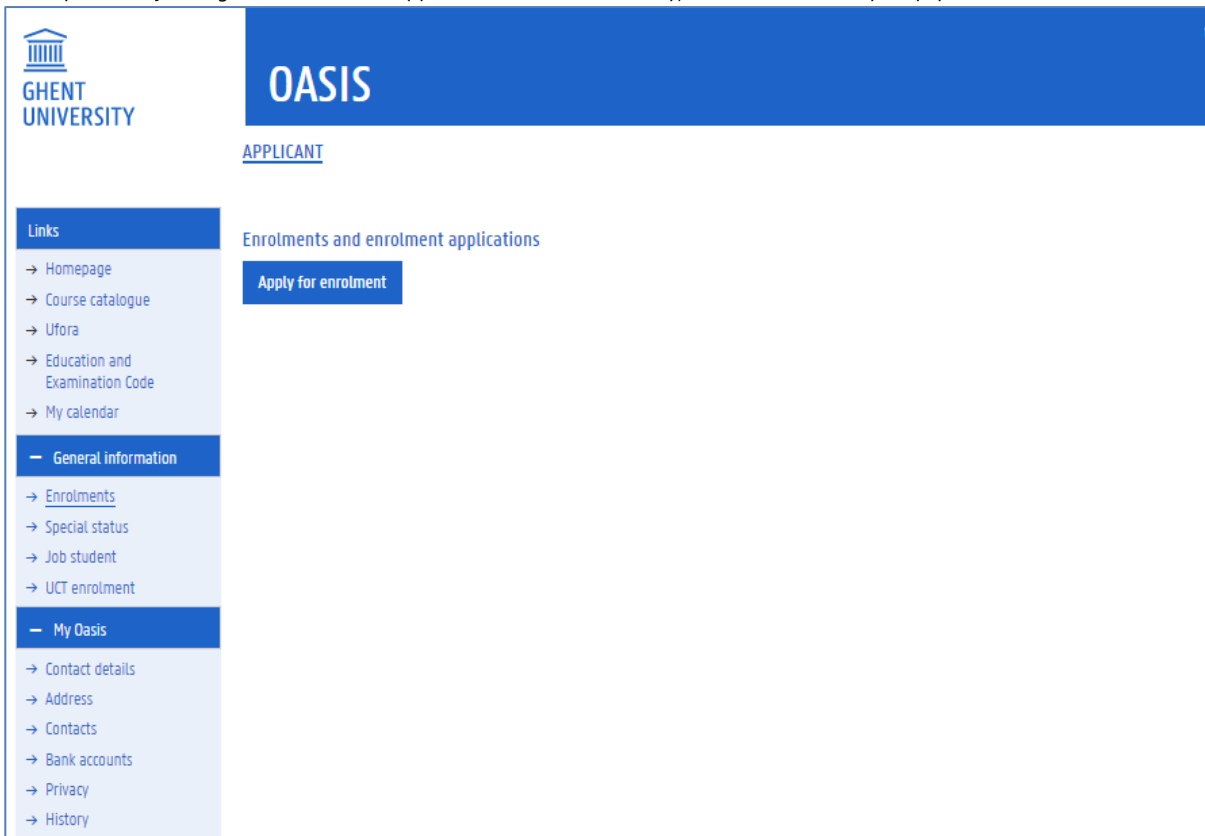
Go to General information – Enrolment to apply for enrolment at Ghent University. You can also check the status of your current enrolment applications on this page.

2 APPLYING FOR ENROLMENT

Once you have registered on the OASIS website, you can make an enrolment application in the menu [General – Enrolments](#). If you are already enrolled at Ghent University, you can re-enrol through this menu.

- In this menu, you can [make a new enrolment application](#) and submit your application. You can also consult the enrolment applications you have already made. These are the programmes in which you are not yet enrolled, but for which you have applied to enrol. You can consult the status of your application on this page at any time.
- In addition, this menu shows an overview of all your enrolments, current and previous, at Ghent University. When you are already enrolled at the university, you can re-enrol in this menu.

When you have just registered as a new applicant at Ghent University, this menu is initially empty.



The screenshot shows the OASIS website interface for an applicant. At the top left is the Ghent University logo. The main header is blue with the word "OASIS" in white. Below the header, the word "APPLICANT" is displayed in blue. The main content area is titled "Enrolments and enrolment applications" and features a prominent blue button labeled "Apply for enrolment". On the left side, there is a navigation menu with three sections: "Links" (containing links to Homepage, Course catalogue, Ufora, Education and Examination Code, and My calendar), "General information" (containing links to Enrolments, Special status, Job student, and UCT enrolment), and "My Oasis" (containing links to Contact details, Address, Contacts, Bank accounts, Privacy, and History).

If you are already enrolled at Ghent University as a student, you have to go to this menu for all your enrolments and enrolment applications:

- Re-enrol in a current programme,
- Enrol in a [subsequent programme](#) (e.g.: enrol in a master's programme after completing a bachelor's programme)
- Enrol in a [new programme](#) (e.g. when you wish to change to a different programme),
- Enrol in a [credit contract](#) for individual courses.



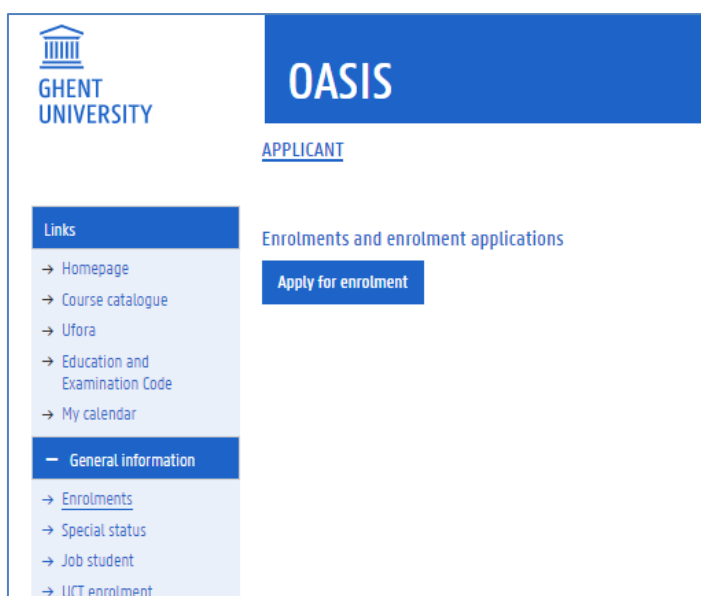
Important information about enrolments

For all information about enrolments, please go to <https://www.ugent.be/student/nl/administratie/inschrijven>.

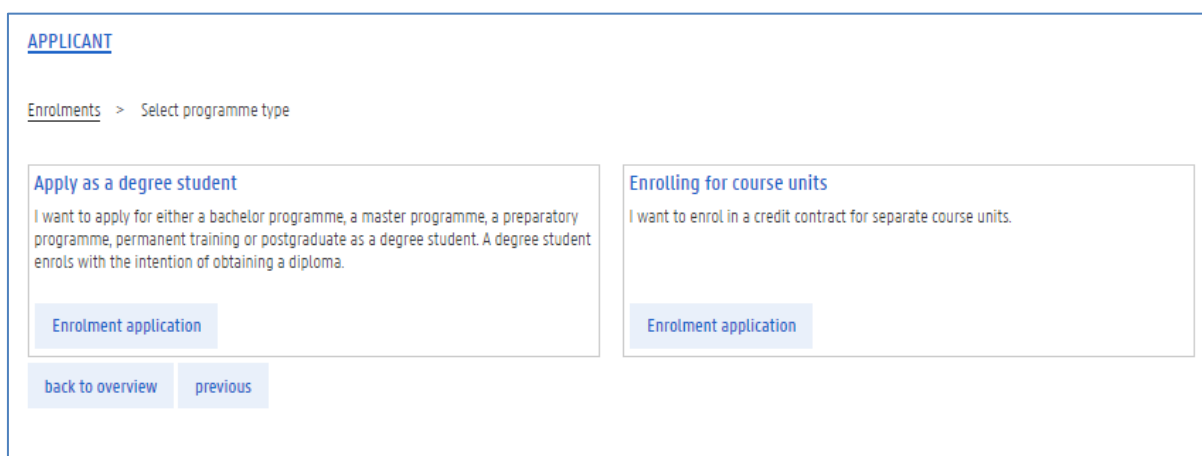
2.1 Make a new enrolment application

To make an enrolment application:

1. Go to the menu [Enrolments](#) on the left and click the button [Apply for enrolment](#).



2. Choose the type of application you want to make:



- If you want to enrol as a degree student, and your aim is to obtain a degree (bachelor's, master's,...) click the button [Enrolment application](#) in the menu [Apply as a degree student](#).

- If you want to enrol for individual courses, and your aim is to obtain credits for these courses rather than obtain a degree for a programme, click the button [Enrolment application](#) in the menu [Enrolling for course units](#).

The first step that appears is the [Overview of your educational background](#).

APPLICANT

[Enrolments](#) > [Educational background](#)

Overview educational background

List your complete educational background (secondary education, higher education, ...) by clicking on 'add educational background'.
In addition, add each programme that you have not (yet) completed.

[Add educational background](#)

Type	Academic year	Country of institution	Name of institution	Programme	Attachment
No educational background					

[back to overview](#) [previous](#) [next](#)



Educational background

What is your educational background?

Your educational background refers to all the programmes and courses that you followed at institutions other than Ghent University. You can consult and edit this information each time you make a new enrolment application. In addition, you can consult and edit this information at any time in the menu on the left "Educational background".

2.1.1 Fill in your Educational Background

You can add or edit your educational background at any time, either when you are making a new enrolment application, or in the menu Educational Background.

1. Click the button [Add educational background](#).

APPLICANT

Enrolments > Educational background > Detail

Educational background detail

Type *

Last enrolment *
Year in which you finalised the programme or last year of enrolment.

Country of institution

Institution

Programme

I obtained the diploma Yes
 No

[Delete](#)

[back to overview](#) [previous](#)

2. Fill in the type of education, the first year of your enrolment, and the last year.
3. Choose the country in which you followed this programme or course.

APPLICANT

Enrolments > Educational background > Detail

Educational background detail

Type *

First enrolment *
Year in which you started the study programme.

Last enrolment *
Year in which you finalised the programme or last year of enrolment.

Country of institution *

Institution

Programme

I obtained the diploma Yes
 No

[Delete](#)

[back to overview](#) [previous](#)

4. Click the button [Search](#) next to the field [Institution](#).

Type in part of the name or the town/city of the the institution at which you have followed the programme and click the [Search](#) button.

APPLICANT

[Enrolments](#) > [Educational background](#) > Find institution

Find institution

Name, city or postal code

Fill in (part of) the name, the city or postal code of the institution in the search field.

5. Select the right institution.

If it is not in the list, click the button 'You cannot find the institution in the list?'. You can then type in the name of the institution.

APPLICANT

[Enrolments](#) > [Educational background](#) > Find institution

Find institution

Name, city or postal code

Fill in (part of) the name, the city or postal code of the institution in the search field.

Name	Postal code	City
Carleton University	K1S 5B6	Ottawa
University of Ottawa	K1N 6N5	Ottawa
Dominican University College	K1R 7G3	Ottawa

6. Click the button [Search](#) next to the field [Programme](#).

Enrolments > Educational background > Detail

Educational background detail

Type * **University** ↓

First enrolment * **2017-2018** ↓
Year in which you started the study programme.

Last enrolment * **2018-2019** ↓
Year in which you finalised the programme or last year of enrolment.

Country of institution

Institution **Search** **Clear**

Programme **Search** **Clear**

I obtained the diploma Yes
 No

[Delete](#)

[back to overview](#) [previous](#) **save and continue**

7. Fill in (part of) the name of the programme and click the [Search](#) button.

APPLICANT

Enrolments > Educational background > Find programme

Find programme

Name

You can search on (any part of) the name of the programme.

Search **Cancel**

8. Select the right programme.

If it is not in the list, use the button You cannot find the programme in the list to add the programme.

APPLICANT

Enrolments > Educational background > Find programme

Find programme

Name

You can search on (any part of) the name of the programme.

Search **Cancel** **You cannot find the programme in the list?**

Name

No programme found.

9. Indicate whether you obtained the programme and click the button Save and continue.

APPLICANT

[Enrolments](#) > [Educational background](#) > [Detail](#)

Educational background detail

Type * **University** ↓

First enrolment * **2017-2018** ↓
Year in which you started the study programme.

Last enrolment * **2018-2019** ↓
Year in which you finalised the programme or last year of enrolment.

Country of institution

Institution [Search](#) [Clear](#)

Programme [Search](#) [Clear](#)

I obtained the diploma Yes
 No

[Delete](#)

[back to overview](#) [previous](#) [save and continue](#)

2.1.2 Add a document to your educational background

After you have added information about your educational background, you can add an attachment proving that you followed or completed this programme. In some cases, this is required.

1. Add the educational background and click the button Save and continue;

Enrolments > Educational background > Detail

Educational background detail

Type * **University** ↓

First enrolment * **2017-2018** ↓
Year in which you started the study programme.

Last enrolment * **2018-2019** ↓
Year in which you finalised the programme or last year of enrolment.

Country of institution

Institution [Search](#) [Clear](#)

Programme [Search](#) [Clear](#)

I obtained the diploma Yes
 No

[Delete](#)

[back to overview](#) [previous](#) [save and continue](#)

The following page appears:

[APPLICANT](#)

Enrolments > Educational background > Educational background - documents

Documents

Add a scan of your transcript of records and diploma in pdf or jpeg-format.

[Add attachment](#)

DocumentType	Actions
No documents	

[back to overview](#) [previous](#) [next](#)

- Click the button [Add attachment](#).

APPLICANT

Enrolments > Educational background > Add/modify attachment

Documenttype *

Add attachment No file chosen

[Delete](#)

[back to overview](#) [previous](#) [save and continue](#)

3. Select the [document type](#).
4. Click the button next to [add attachment](#) to browse for a file.

Voorgeschiedenis

Voorgeschiedenis > Bijlage toevoegen/wijzigen

Documenttype *

Bijlage toevoegen attest.pdf

[Verwijderen](#)

[terug naar overzicht](#) [vorige](#) [bewaars en ga verder](#)

5. Click the button [save and continue](#).

The document has been added to your educational background.

APPLICANT

Enrolments > Educational background > Educational background - documents

Documents

Add a scan of your transcript of records and diploma in pdf or jpeg-format.

[Add attachment](#)

DocumentType	Actions
Diploma or Degree	delete download

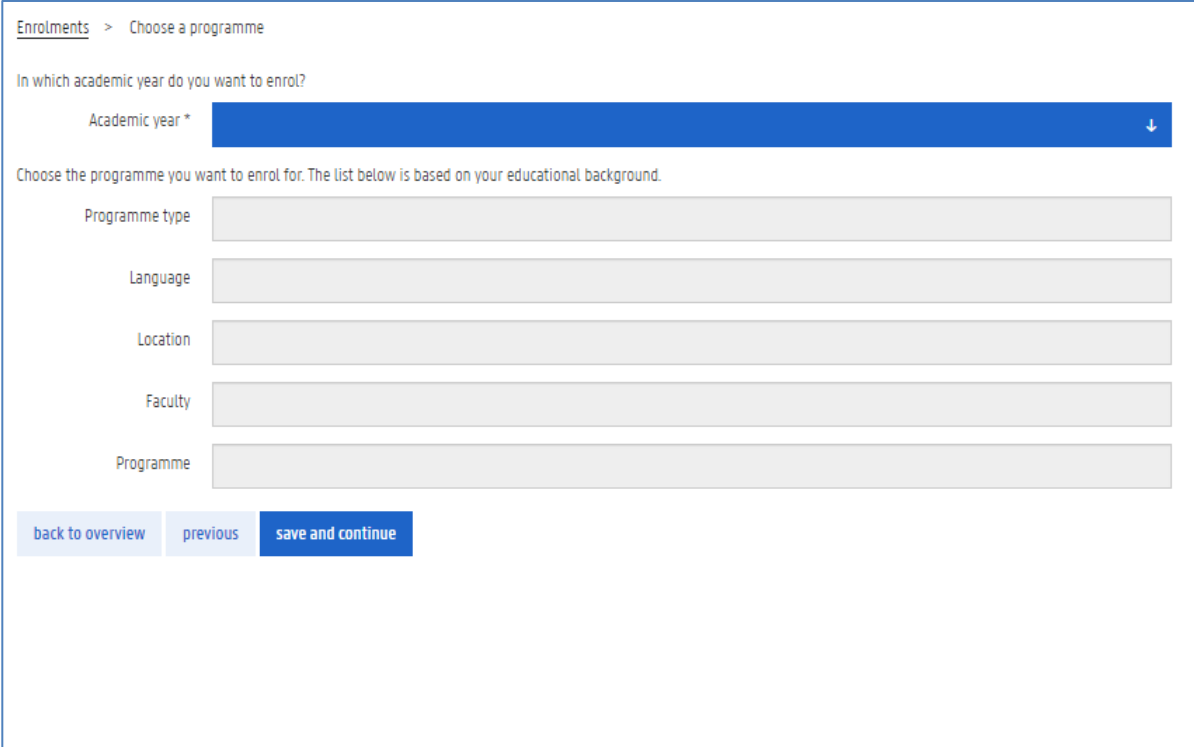
[back to overview](#) [previous](#) [next](#)

6. Click the button [Next](#) to continue.
You will now see an overview of your educational background.

7. Click [Next](#) to continue.
You can now make your enrolment application.

2.1.3 Make an enrolment application

After you have filled in your educational background, you can make an enrolment application.



The screenshot shows a web form titled "Enrolments > Choose a programme". The form asks "In which academic year do you want to enrol?" and features a dropdown menu for "Academic year *". Below this, a message states: "Choose the programme you want to enrol for. The list below is based on your educational background." There are five input fields: "Programme type", "Language", "Location", "Faculty", and "Programme". At the bottom, there are three buttons: "back to overview", "previous", and "save and continue".

1. Fill in all the fields:
 - The academic year in which you want to enrol.
 - The programme type: bachelor, master,...
 - The language of the programme: Dutch or English
 - The location: Ghent, Kortrijk, or in the case of 4 year Bachelor Programmes, Incheon
 - The faculty that organizes the programme.
 - The programme itself. If you cannot find the programme, check if you filled in the previous fields correctly.

APPLICANT

[Enrolments](#) > Choose a programme

In which academic year do you want to enrol?

Academic year * **2020-2021** ↓

Choose the programme you want to enrol for. The list below is based on your educational background.

Programme type * **Bachelor's Programmes** ↓

Language * **Dutch** ↓

Location **Ghent** ↓

Faculty **Faculty of Engineering and Architecture** ↓

Programme * **Joint Section Bachelor of Science in Engineering Technology** ↓

[back to overview](#) [previous](#) **save and continue**

2. Click the button [save and continue](#).

Your application has been saved. [It is important that you also submit your application!](#)

If you are applying for a programme at Ghent University and you have an educational background from a country other than Belgium, it is possible that you will have to wait for the Admissions Desk to check your application before you can continue. You will see this page.

APPLICANT

[Enrolments](#) > Verifying general admission requirements

Dear Applicant,

Thank you for your interest in the study programmes of Ghent University. You are applying for **Joint Section Bachelor of Science in Engineering Technology**.

The International Admissions Desk will now verify if the submitted information meets the general admission requirements and will soon contact you through e-mail. In the meantime, we kindly refer you to our website for further information about admission, legalization, deadlines: www.ugent.be/admission

Be informed that by submitting an application you accept the terms and conditions of Ghent University as stated on the aforementioned website.

Should you have any questions, please email admission@ugent.be. Do not forget to mention your file number 1000012.

We wish you the very best with your application.

The International Admissions Desk - Ghent University

[back to overview](#) [previous](#) **Delete application**

As soon as you receive an email from the Admissions Desk that you can continue, you can complete and submit your application.

If you are not an international degree student, you can complete and submit your application immediately.

2.1.4 Complete and submit your enrolment application

1. Go to the menu Enrolments.

The screenshot displays the OASIS student portal. On the left is a navigation menu with the Ghent University logo and the following sections: 'Links' (with sub-items: Homepage, Course catalogue, Ufora, Education and Examination Code, My calendar), 'General information' (with sub-items: Enrolments, Special status, Job student, UCT enrolment), and 'My Oasis' (with sub-items: Contact details, Address, Contacts). The main content area has a blue header with 'OASIS' and a sub-header 'APPLICANT'. Below this, it says 'Enrolments and enrolment applications' and features a blue button 'Apply for enrolment'. A warning box contains the text: 'Enrolment application 2020-2021 (You are not enrolled yet) Joint Section Bachelor of Science in Engineering Technology' followed by a red message: 'You have not yet submitted your enrolment application. Click on 'Details''. A 'Details' button is located below the warning box.

- Click the button details for more information. You will see a page with the various elements in your enrolment application.








APPLICANT

Enrolments > Enrolment application

Enrolment application Joint Section Bachelor of Science in Engineering Technology (2020-2021)

Delete

Status
Fill in the required information and submit your application. Incomplete information is indicated with a red exclamation mark.

<p>Contact person </p> <p>At least 1 contact person must be specified.</p> <p>Person to contact in case of an emergency</p> <p>Details</p>	<p>Financial means </p> <p>How will you fund your studies?</p> <p>Details</p>
<p>Language skills </p> <p>Add your language skills for Dutch and English.</p> <p>Details</p>	<p>Questions </p> <p>Please complete all required data</p> <p>Details</p>
<p>Documents</p> <p>Please add the required data</p> <p>Details</p>	<p>Consent form </p> <p>Please complete all required data</p> <p>Details</p>
<p>Motivation </p> <p>Motivate why you want to follow this programme.</p> <p>Details</p>	<p>Submit your enrolment application </p> <p>First complete the required details. Then click on this button to submit your enrolment application</p> <p>Submit</p>

back to overview previous

All the required elements in your application are marked in red.

3. Complete each element in the application by clicking on the button [Details](#) and filling in the required data.

Enrolments > Enrolment application

Enrolment application Joint Section Bachelor of Science in Engineering Technology (2020-2021)

Delete

Status
Fill in the required information and submit your application. Incomplete information is indicated with a red exclamation mark.

<p>Contact person test, test</p> <p>Details</p>	<p>Financial means ⓘ You have added information with regard to your financial means.</p> <p>Details</p>
<p>Language skills Dutch: Advanced English: Advanced</p> <p>Details</p>	<p>Questions You have added the required data</p> <p>Details</p>
<p>Documents Please add the required data</p> <p>Details</p>	<p>Consent form You have added the required data</p> <p>Details</p>
<p>Motivation Motivation has been entered.</p> <p>Details</p>	<p>Submit your enrolment application ⚠ Once you have entered all required details, click this button to submit your enrolment application.</p> <p>Submit</p>

4. When all the information has been completed, click the button [Submit your enrolment application](#) to submit your application.
Your application can only be processed when it has been completed and submitted. It is important that you submit your application.

APPLICANT

[Enrolments](#) > [Enrolment application](#) > Submit your enrolment application

Submit your enrolment application

Enrolment application for 2020-2021: Joint Section Bachelor of Science in Engineering Technology

I hereby certify that the information provided in this application is **accurate and complete**. I understand that inaccurate or incomplete information may affect my enrolment. Misrepresentation of this information is ground for admission denial, expulsion from Ghent University or cancellation of the scholarship (when applicable).

I understand that, as an international student in Belgium, I am required **by Belgian Law** to prove that I am covered by a valid health insurance policy.

I confirm that I possess **substantial financial** and material means to support myself for the complete duration of my stay as a student and therefore I acknowledge that I cannot claim financial or material aid from Ghent University. Proof can be required at the time of enrolment.

I, the undersigned, hereby give my consent to The International Admissions Desk, Office for Student Administration and Study Programmes, Department of Educational Affairs of Ghent University to request information about my academic qualifications and professional experience, as stated in this application, for the purpose of collecting and verifying this information in relation to my application.

[back to overview](#) [previous](#) [Submit your enrolment application](#)

5. Read each paragraph carefully and check the boxes.
6. Click the button [Submit your enrolment application](#).

APPLICANT

Enrolments and enrolment applications

[Apply for enrolment](#)

Enrolment application 2020-2021 (You are not enrolled yet)
Joint Section Bachelor of Science in Engineering Technology
[Click on 'Details' for more information.](#)

[Details](#)

[previous](#)

Your application has been submitted. You can click the button [Details](#) for more information. As soon as your application is approved, you will receive an email with further instructions.

2.2 Re-enrol in a programme, enrol in a subsequent or different programme, or enrol for individual courses

At the end of each academic year, you can re-enrol in the programme that you are following. When you have completed a programme, you can enrol in a subsequent programme. You can also make an application for a different programme, or for an enrolment in individual courses.

1. Go to the menu [Enrolments](#) on <http://oasis.ugent.be>
2. Click the button [Enrol](#) below the name of the programme in which you want to enrol.

The screenshot shows the OASIS student portal. At the top left is the Ghent University logo. The main header is blue with the text 'OASIS' and 'STUDENT UCT STUDENT'. Below the header is a navigation menu with 'Links' and 'General information' sections. The 'Links' section includes 'Homepage', 'Course catalogue', 'Ufora', 'Education and Examination Code', and 'My calendar'. The 'General information' section includes 'Enrolments', 'Special status', 'Job student', and 'UCT enrolment'. The main content area is titled 'Enrolments and enrolment applications' and contains a list of two diploma contracts. The first contract is for the Bachelor of Arts in History (2012-2013) and has a button 'Enrolment subsequent programme'. The second contract is for the Master of Arts in History (2016-2017) and has buttons 'Enrol' and 'Enrolment subsequent programme'.

3. You have to agree with several statements before you can confirm your enrolment. Please read these carefully and check the boxes.

STUDENT **UCT STUDENT**

Enrolments > Confirm enrolment

I am enrolling for:

Academic year 2019-2020

Programme type Master's Programmes

Language Dutch

Location Ghent

Programme Master of Arts in History

Consult the [Course Catalogue](#)

I will respect the provisions of the Education and Examination Code, the Disciplinary Rules, the Valorisation Regulations and the applicable regulations with regard to privacy, ethics and integrity, which can be consulted on www.ugent.be/en.

I will pay the tuition fee - as set by the Executive Board - on the first request by the university. This sum is payable to Ghent University. Any dispute is in the jurisdiction of the competent court in Ghent.

I will respect the acceptable use policy, which can be consulted on <http://www.helpdesk.ugent.be/account/en/regels.php>.

I have read and understand the Generic Code of conduct for the processing of personal and confidential information at Ghent University, <http://www.ugent.be/en/administration/privacy.htm>.

After enrolment, a confirmation e-mail will be sent to [redacted] This e-mail will include a summary of the enrolment and additional important information.

For these enrolments you need to obtain the approval of the Curriculum Committee(s) concerned. This means that your enrolment may be rescinded if the curriculum committee does not give its approval. See article 23 (contract to obtain a diploma) and article 31§3 (contract to obtain credits) of the [Education and Examination Code 2019-2020](#).

[back to overview](#) [previous](#) **Confirm enrolment**

4. Click the button **Confirm enrolment**.

5. **Confirm** your enrolment again.

After enrolment, a confirmation e-mail will be sent to [redacted] This e-mail will include a summary of the enrolment and additional important information.

For these enrolments you need to obtain the approval of the Curriculum Committee(s) concerned. This means that your enrolment may be rescinded if the curriculum committee does not give its approval. See article 23 (contract to obtain a diploma) and article 31§3 (contract to obtain credits) of the [Education and Examination Code 2019-2020](#).

Are you sure you want to enrol? This re-enrolment is binding and cannot be undone without consequences.

Yes No

[back to overview](#) [previous](#)

You are now enrolled.

GHENT UNIVERSITY In het Nederlands

OASIS

STUDENT UCT STUDENT

Links

- [Homepage](#)
- [Course catalogue](#)
- [Ufora](#)
- [Education and Examination Code](#)
- [My calendar](#)

General information

- [Enrolments](#)
- [Special status](#)
- [Job student](#)
- [UCT enrolment](#)

My Oasis

- [Certificates](#)
- [Personal details](#)

Enrolments and enrolment applications

This list is limited to active enrolments and enrolment applications. [Delete filter](#)

Apply for enrolment

Diploma contract from 2016-2017
Master of Arts in History
 Credits to achieve : 30
 You are enrolled in AY 2019-2020.

[Enrolment subsequent programme](#)

[previous](#)

Diploma contract from 2012-2013
Bachelor of Arts in History
 Credits to achieve : 0
 You obtained the diploma.

6. Do not forget to complete your curriculum.

3 EXCHANGE APPLICATIONS FOR INCOMING EXCHANGE STUDENTS

When you are coming to Ghent University as an exchange student, you start by registering yourself on the website <http://oasis.ugent.be/oasis-web/registratie>.

When you have registered, you submit your exchange application on the website <http://oasis.ugent.be>.

As soon as your home institution approves your application, you can complete your exchange application on that website. Later, when you are enrolled at Ghent University, you will receive a UGent account and you will be able to access all the information concerning your application on <http://oasis.ugent.be>.

3.1 **Make a new exchange application**

1. Log in on oasis.ugent.be
2. Go to the menu of the academic year in which you want to come to Ghent University as an exchange student. Click on the menu 'Exchange' under the header 'Curriculum'.

APPLICANT

Links

- Homepage
- Course catalogue
- Ufora
- Education and Examination Code
- My calendar

- General information

- Enrolments
- Special status
- Job student
- UCT enrolment

- My Oasis

- Contact details
- Address
- Contacts
- Bank accounts
- Privacy
- History

+ Choice of study

- AY 2020-2021

Curriculum

- Exchange

Home page

Welcome to OASIS. Whether you are a student or an employee, you will have to take care of several important administrative matters on this

In the menu on the left, choose what you want to do. Please note: the Chairman,...).

General information

- Enrolments: enrol in a new or current programme in this menu. You
- UCT enrolment: enrol in a course at the University's Language Cent

My Oasis

Consult and edit your personal information in this menu: your address: enrolment or a certificate for the Belgian Railways (NMBS).

Menus available per academic year

- Curriculum: consult and edit your curriculum for a specific academ
- Exchange: if you want to go abroad during your studies, apply for e
- My courses: this is a list of the courses in your curriculum, with ext
- Tuition fee: this menu contains information about the tuition fee.
- Educational evaluations: evaluate the courses that you are followi
- Housing applications: apply for a room or apartment at Ghent Uni

Apply for enrolment

Go to General information – Enrolment to apply for enrolment at Ghe

The following page appears.

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
No exchange applications added yet.					





3. Click the button [New application](#).

APPLICANT

Exchange applications (incoming) ⓘ

[Uitwisselingsaanvragen](#) > Exchange application detail

Exchange application detail

Academic year	2020-2021
Planned starting date *	<input type="text" value="dd/mm/yyyy"/> 
Planned end date *	<input type="text" value="dd/mm/yyyy"/> 
Period *	
Study level *	

Please indicate the study level of your exchange. You can choose for one of the three cycles: Bachelor (first cycle); Master (second cycle) or PhD (third cycle).

Choose the bilateral agreement which you wish to go on an exchange and give the expected period.

You now have to fill in information regarding various aspects of your exchange application. These are explained in the following paragraphs.





3.1.1 Exchange Application Details

First of all, you need to fill in information about the funding of your exchange, the faculty and area of discipline, the mobility type, and the period during which you plan to stay at Ghent University.

Exchange applications (incoming) ⓘ

[Uitwisselingsaanvragen](#) > Exchange application detail

Exchange application detail

Academic year	2020-2021
Planned starting date *	<input type="text" value="dd/mm/yyyy"/> 
Planned end date *	<input type="text" value="dd/mm/yyyy"/> 
Period *	
Study level *	

Please indicate the study level of your exchange. You can choose for one of the three cycles: Bachelor (first cycle); Master (second cycle) or PhD (third cycle).



Choose the bilateral agreement which you wish to go on an exchange and give the expected period.

1. Fill in the required information.
2. When you have filled in the first fields, new fields appear.

Exchange applications (incoming) ⓘ

[Uitwisselingsaanvragen](#) > Exchange application detail

Exchange application detail

Academic year	2020-2021
Planned starting date *	01/01/2021 
Planned end date *	01/06/2021 
Period *	Second semester ↓
Mobility type *	Courses ↓ <small>Please choose your mobility type. If you chose a combination with courses, the choice of faculties and fields of study is limited to those where a bilateral exchange agreement has been concluded with your home institution.</small>
Study level *	first cycle (Bachelor) ↓ <small>Please indicate the study level of your exchange. You can choose for one of the three cycles: Bachelor (first cycle); Master (second cycle) or PhD (third cycle).</small>

Data on your home institution and the program at your home institution through which you get in exchange.

Country *	↓
-----------	---

Choose the bilateral agreement which you wish to go on an exchange and give the expected period.

Faculty	↓
---------	---

If you have chosen 'courses' or a combination with courses, as your mobility type, the pick list of faculties is limited to those that have a bilateral exchange agreement with your home institution.

Save **Cancel**

3. When you have filled in all the fields, click the Save button at the bottom.

Study level * **first cycle (Bachelor)** ↓
 Please indicate the study level of your exchange. You can choose for one of the three cycles: Bachelor (first cycle); Master (second cycle) or PhD (third cycle).

Data on your home institution and the program at your home institution through which you get in exchange.

Country * **Canada** ↓

Home institution * **Search** **Clear**

student number
 studentennummer at home institution

Choose the bilateral agreement which you wish to go on an exchange and give the expected period.

Faculty **Faculty of Arts and Philosophy** ↓
 If you have chosen 'courses' or a combination with courses, as your mobility type, the pick list of faculties is limited to those that have a bilateral exchange agreement with your home institution.

Field of study **Arts and humanities** ↓
 Please choose your relevant field of study. Dependent on the mobility type that you have chosen, the list of study fields is limited to those fields where an agreement has been concluded between Ghent University and your home institution. If your field of study is not on the list, please contact the exchange coordinator of your home institution about the fields of study in the agreements with Ghent University.

Funding **Nothing selected** ↓
 If you receive a scholarship to come to study at Ghent University, please choose the appropriate funding source.

remark

Save **Cancel**

The basic information of your application has been saved. You can now add information to your application and submit it to the faculty.

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

4. Click the link [Select](#) next to your application to have a complete overview of your application.

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	I00015533	University of Manitoba	Draft	Draft	select

Status

Please write a short motivation why you want to come to Ghent University. Use the 'Update' button under 'Motivation' to do this.

Details of the exchange application

Exchange application ✔

- Study programme ⚠
- Motivation !
- Language skills !
- Contact person !
- Documents !
- Personal information !
- Submit !

Update
Submit
?

Name of the institution	University of Manitoba
Country of the institution	Canada
Funding	Other resources
Faculty	Faculty of Arts and Philosophy
Area of discipline	Arts and humanities
Mobility type	Courses
Period	Second semester
Planned period	01-01-2021 - 01-06-2021
Effective period	Not determined

5. All the components of your application are listed on the left:

- Exchange application details
- Study programme
- Motivation
- Language skills
- Contact person
- Documents
- Personal information
- Submit.

The required components that are not complete, are indicated with a red exclamation mark. You have to complete these components.

The completed components are indicated with a green check.

The components that are not complete, but not required, are indicated with a yellow exclamation mark.

All the components are described in the following paragraphs.

3.1.2 Study programme

The second item is your learning agreement. This is the list of courses that you wish to follow during your stay at Ghent University.

1. Select the item [Learning agreement](#) in the menu on the left.

Details of the exchange application

Exchange application ✔

Study programme ⚠

Motivation !

Language skills !

Contact person !

Documents !

Personal information !

Submit !

[Update](#) ?

Curriculum code	Course	Semester	ECTS Credits	Deleted on
No items added yet.				

2. Click the button [Update](#) to complete your learning agreement.

A page appears with the courses that are currently in your learning agreement. At first, this list is empty. You can add courses to it.

Exchange applications (incoming) ?

[Uitwisselingsaanvragen](#) > [Update study programme](#)

Update study programme

In the menu below you can find the courses you may have selected to take at Ghent University during your exchange period. Use the button 'Add course' to add additional courses or 'Delete' to delete courses.

Please make sure you also add a signed version of the learning agreement via the documents tab.

[Add course](#)

Curriculum code	Course	Course code	Semester	ECTS credits	Lecturer	Deleted on	Actions
No items.							

Credits: 0

[Back to exchange application](#)

3. Click the button [Add course](#).

A pop-up window displaying the UGent programme catalogue appears.

Select course

Add a courses by clicking the plus sign (+) in the course catalogue below.

Most recently added course: [Back to editing screen](#)

Home > Programme types > Faculties > Programme types

→ [By faculty](#)

- Faculty of Arts and Philosophy
- Faculty of Law and Criminology
- Faculty of Sciences
- Faculty of Medicine and Health Sciences
- Faculty of Engineering and Architecture
- Faculty of Economics and Business Administration
- Faculty of Veterinary Medicine
- Faculty of Psychology and Educational Sciences
- Faculty of Bioscience Engineering
- Faculty of Pharmaceutical

Faculty of Arts and Philosophy

Academic Year 2019-2020

Programme types

[Bachelor's Programmes](#)

[Master's Programmes](#)

[Master's Programmes in Teaching](#)

[Abridged Master's Programmes in Teaching](#)

[Subsequent Master's Programmes](#)

[Linking Courses](#)

4. Browse the [programme catalogue](#) and go to the faculty, programme type and programme from which you want to select courses. Open the complete programme view.

Select course

Add a courses by clicking the plus sign (+) in the course catalogue below.

Most recently added course: [Back to editing screen](#)

Home > [Course catalogue](#) > [Faculties](#) > [Programme types](#) > Programme

- [General information](#)
- [Learning outcome](#)
- [Programme \(version 2\)](#)
- [Complete programme](#)
- [First Mt1 year](#)
- [Second Mt1 year](#)
- [Third Mt1 year](#)

Bachelor of Arts in Applied Language Studies: a combination of at least two languages

Faculty of Arts and Philosophy

Academic Year 2019-2020

Language combination: Dutch, German, Russian

Complete programme (180 credits) version 2

Language of instruction Dutch




1 - General Courses

1.1 - General and Domain-specific Courses
21

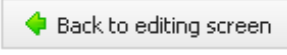
No.	Course	Ref	Semester	Mt1	Mt2	Dept.	Instructor	Contact	Study	Crdt
1	Dutch Language Standardisation		1	1		LW22	Gert De Sutter	30	90	3
2	Introduction to Economics		1	1		EB21	Stijn Baert	30	90	3
3	Introduction to World History		2	1		LW03	Eric Vanhaute	30	90	3
4	Introduction to Law		2	1		RE21	Georges Martyn	30	90	3
5	Second language acquisition and second language learning		1	1		LW22	June Eyckmans	30	90	3

- [Legend](#)
- [hard copy v2](#)
- [course schedule 1st semester](#)
- [course schedule 2nd semester](#)

- Click the [green plus-sign](#) before each course that you want to add to your learning agreement. You can add more than one course from the programme catalogue.

1 - General Courses										
- 1.1 - General and Domain-specific Courses										21
No.Course	Ref	Semester	Mt1	Mt2	Dept.	Instructor	Contact	Study	Crdt	
 1 Dutch Language Standardisation		1	1		LW22	Gert De Sutter	30	90	3	
 2 Introduction to Economics		1	1		EB21	Stijn Baert	30	90	3	
 3 Introduction to World History		2	1		LW03	Eric Vanhaute	30	90	3	

If you cannot add a course to your curriculum for a certain reason, this is mentioned at the top of the pop-up window.

- Click the [Back to editing screen](#) button  to close this window and return to your learning agreement.

Exchange applications (incoming) ⓘ

[Uitwisselingsaanvragen](#) > Update study programme

Update study programme

In the menu below you can find the courses you may have selected to take at Ghent University during your exchange period. Use the button 'Add course' to add additional courses or 'Delete' to delete courses.

Please make sure you also add a signed version of the learning agreement via the documents tab.

[Add course](#)

Curriculum code	Course	Course code	Semester	ECTS credits	Lecturer	Deleted on	Actions
A87TGDR2.11-7	Introduction to Translation Technology	A703006	SEM1	3	Macken, Lieve		delete
A87TGDR2.11-4	Introduction to Law	A703002	SEM2	3	Martyn, Georges		delete

[Back to exchange application](#)

- To remove courses from your learning agreement, click the [Delete](#) button next to a course in your curriculum on the upper right-hand side of the window.
- Click the button [Back to exchange application](#) to continue with your application.

3.1.3 Motivation

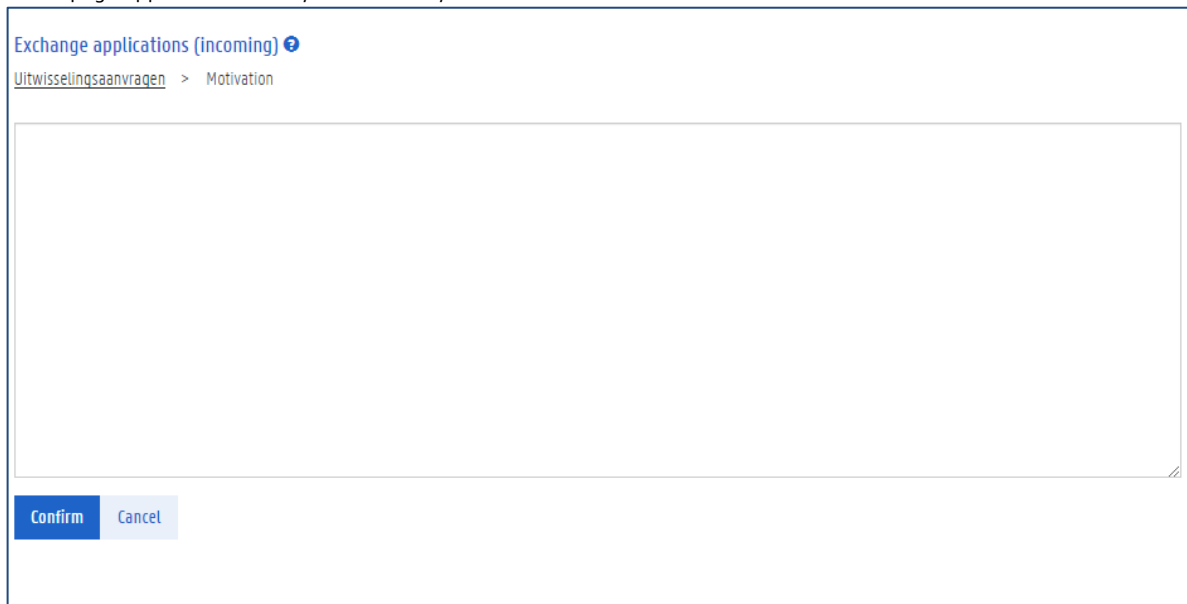
An important part of your application is your motivation.

- Select the item [Motivation](#) in the menu on the left.

Details of the exchange application

Exchange application	✓	Update ⓘ
Study programme	✓	
Motivation	ⓘ	
Language skills	ⓘ	
Contact person	ⓘ	
Documents	ⓘ	
Personal information	ⓘ	
Submit	ⓘ	

2. Click the button [Update](#) to fill in your motivation.
A new page appears on which you can fill in your motivation.



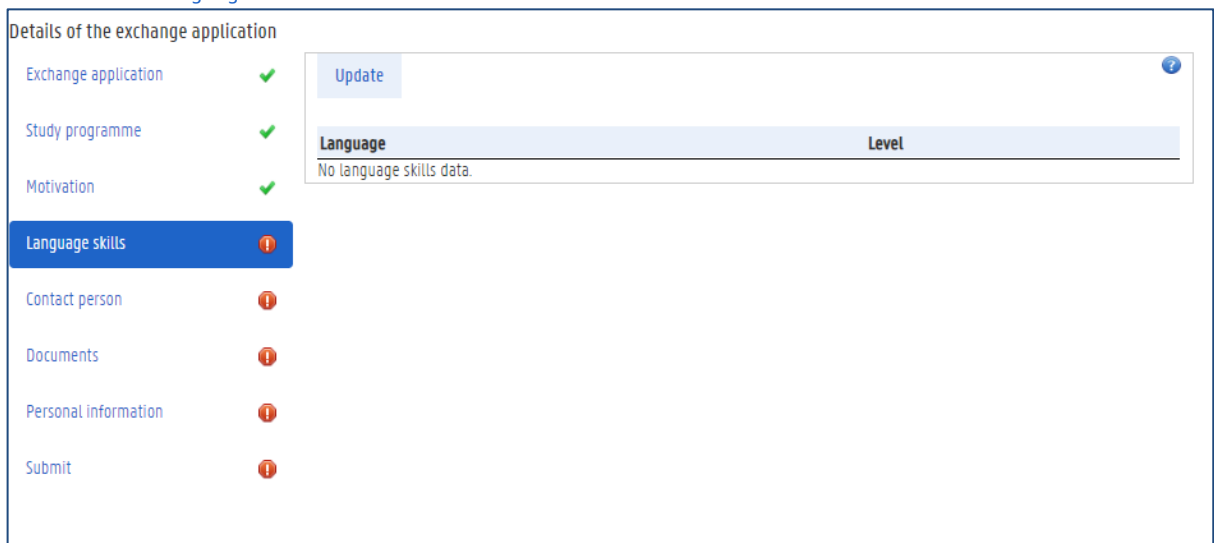
Exchange applications (incoming) ⓘ
Uitwisselingsaanvragen > Motivation

Confirm Cancel

3. Fill in a motivation that is at least ten characters long and then click the button [Confirm](#).

3.1.4 Language Skills

1. Select the item [Language Skills](#) in the menu on the left.



Details of the exchange application

Exchange application	✓	Update ⓘ				
Study programme	✓					
Motivation	✓					
Language skills	ⓘ	<table><thead><tr><th>Language</th><th>Level</th></tr></thead><tbody><tr><td colspan="2">No language skills data.</td></tr></tbody></table>	Language	Level	No language skills data.	
Language	Level					
No language skills data.						
Contact person	ⓘ					
Documents	ⓘ					
Personal information	ⓘ					
Submit	ⓘ					

2. Click the button [Update](#).
The following page appears.

Exchange applications (incoming) ⓘ
 Uitswisselingsaanvragen > Language skills

+ Dutch

+ English

+ Other languages

Back to overview

- Open the menus Dutch and English. Choose your level of Dutch and English language skills from the dropdown menus under the titles [Dutch](#) and [English](#).

Exchange applications (incoming) ⓘ
 Uitswisselingsaanvragen > Language skills

- Dutch

Level

If you hold a proof of (Dutch) language proficiency, please add a PDF by clicking 'Add language certificate'.

Add language certificate

Type	Date	Score	Attachment	Comment
No language certificates				

+ English

+ Other languages

Back to overview

- For your English language skills its recommended to upload a [language certificate](#).

The screenshot shows a web interface for managing language skills. At the top, it says 'Exchange applications (incoming)' with a help icon. Below that, there's a breadcrumb 'Uitwisselingsaanvragen > Language skills'. There are two main sections: 'Dutch' (expanded) and 'English' (collapsed). Under 'English', there's a 'Level' dropdown menu set to 'Advanced'. A message states: 'If you hold a proof of (English) language proficiency, please add a PDF by clicking 'Add language certificate''. Below this is a button 'Add language certificate'. A table with columns 'Type', 'Date', 'Score', 'Attachment', and 'Comment' is shown, with the text 'No language certificates' below it. At the bottom, there's a '+ Other languages' button and a 'Back to overview' button.

- Click the button [Add language certificate](#).

A pop up window appears in which you can fill in all the information concerning the certificate. Mandatory fields are marked with *

The screenshot shows a 'Language certificate' pop-up window. It has a title bar with a close button. The form contains several fields: 'Type *' (a dropdown menu), 'Date *' (a text input with a calendar icon), 'Score *' (a text input), 'Add attachment' (a file upload button labeled 'Choose File' and 'No file chosen'), and 'Comment' (a text area). At the bottom right, there are two buttons: 'Save and close' and 'Cancel'.

- Choose the right [type](#) of certificate from the list.
- Fill in the [date](#) when you obtained this certificate.
- Fill in the [result](#).
- Click the [Browse](#) button to choose and upload the certificate.

A new window appears in which you can browse to the right location on your computer.

10. [Upload](#) the certificate.
11. You can add a comment to the certificate before clicking the button [Save and close](#).
The certificate has now been added to your file.
12. You can also fill in your knowledge of other languages than Dutch or English with the button [Other languages](#).

The screenshot shows a user interface for managing language certificates. At the top, there are two tabs: '+ Dutch' and '- English'. The 'English' tab is active. Below the tabs, there is a 'Level' dropdown menu set to 'Advanced'. A message states: 'If you hold a proof of (English) language proficiency, please add a PDF by clicking 'Add language certificate''. Below this is a button labeled 'Add language certificate'. A table lists certificates with columns: Type, Date, Score, Attachment, and Comment. One entry is visible: 'B2 First, formerly known as Cambridge English: First (FCE)' with a date of '01-01-2019', a score of '20', and a checked 'Attachment' column. Below the table is a button '+ Other languages' which is highlighted with a red rectangle. At the bottom left, there is a 'Back to overview' button.

Type	Date	Score	Attachment	Comment
B2 First, formerly known as Cambridge English: First (FCE)	01-01-2019	20	<input checked="" type="checkbox"/>	Change Remove

13. Click the button [Other languages](#).
A pop up window appears.

The screenshot shows a pop-up window titled 'Other languages' with a close button (X) in the top right corner. Inside the window, there are two dropdown menus: 'Language *' and 'Level *'. At the bottom of the window, there are two buttons: 'Save and close' and 'Cancel'. The background shows the 'Other languages' section of the main interface, which is dimmed.

14. Fill in both [Language](#) and [Level](#).
15. Click the button [Save and close](#).
16. Click the button [Back to overview](#) to continue filling in your application.

3.15 Contact person

You have to fill in at least one contact person in order to submit your exchange application at Ghent University. This is someone you know well, whom we can contact in case of an emergency.

1. Select the item [Contact person](#) in the menu on the left.

Details of the exchange application

Exchange application ✓

Study programme ✓

Motivation ✓

Language skills ✓

Contact person ⓘ

Documents ⓘ

Personal information ⓘ

Submit ⓘ

Update

Name, first name	Email	Telephone	Mobile
No contacts			

2. Click the button [Update](#).
The following page [appears](#).

Exchange applications (incoming) ⓘ

Uitwisselingsaanvragen > Contacts

Person(s) (e.g. relatives) who may be contacted by Ghent University in case of an emergency.

Add contact

First name	Name	E-mail	Phone	Mobile
No contacts				

Back to overview

3. Click the button [Add contact](#).
A new page appears in which you can fill in the name and contact information of your contact person.

Exchange applications (incoming) ⓘ

Uitwisselingsaanvragen > Contacts > ContactPersoonDetailPanel

Contact

Affiliation *

First name

Surname *

Fill in at least one telephone number or a mobile number.

Telephone (eg. +3232569545)

Mobile (eg. +32477589632)

Email address

Remark

4. Select your [affiliation](#) with the contact person.
5. Fill in the [first name](#) and [name](#).
6. Fill in at least one [telephone number](#) or a [mobile number](#), in the following format: +32912345678.
7. You can also fill in an [emailaddress](#) and a remark or comment.
8. Click the button [Save](#).
The pop up window is closed
9. Click the button [Back to overview](#) to continue filling in your application..

3.1.6 Documents

In this menu, you can upload and download documents. It is required that you upload your most recent transcript of records and a learning agreement signed by yourself and your home institution.

1. Select the item [Documents](#) in the menu on the left.

Status

Please upload your most recent transcript of records. Go to 'Documents' and use the button 'Upload transcript of records'.

Details of the exchange application

Exchange application ✓ [Update](#) [Upload Transcript of Records](#) [Upload Learning agreement](#) ?

Study programme ✓

Motivation ✓

Language skills ✓

Contact person ✓

Documents !

Personal information !

Submit !

type	creation date	download	comment
No documents			

2. Click the button [Upload Transcript of Records](#) to add this document to your exchange application. The following [pop up window](#) appears.

Document

Type * [Transcript of Records](#) ↓

Add attachment * [Choose File](#) No file chosen

Max. 5Mb

Comment

[Save and close](#) [Cancel](#)

3. Click the button [Choose file](#) to browse your computer. A new pop up window appears with which you can browse your computer for the right file.
4. Select the right file and click the button [Open](#).
5. You can add a comment before saving the document.
6. Click the button [Save and close](#). The document has now been uploaded.

Details of the exchange application

- Exchange application ✔
- Study programme ✔
- Motivation ✔
- Language skills ✔
- Contact person ✔
- Documents** !
- Personal information !
- Submit !

[Update](#) [Upload Transcript of Records](#) [Upload Learning agreement](#)
?

type	creation date	download	comment
Transcript of Records	28-11-2019	download	test

7. You can also upload a learning agreement in the same way with the button Upload Learning Agreement.
8. If you want to upload another type of document, click the button [Update](#) in the menu **Documents**.
The following page appears.

Exchange applications (incoming) ?

[Uitwisselingsaanvragen](#) > Documents exchange application

Documents exchange application

[Add](#)

type	created on	download	remark	actions
Transcript of Records	28-11-2019	download	test	update remove

[Back to exchange application overview](#)

9. Click the button [Add](#) to upload a document.
A pop up window appears.

Document

Type *

Add attachment * No file chosen

Max. 5Mb

Comment

10. Choose the type of file.
11. Click the button [Choose file](#) to select and upload a file.
12. You can add a [remark](#) before [saving](#) the document.

3.1.7 Personal information

In the menu Personal information, you have to add a proof of identification and a picture.

1. Select the item [Personal information](#) in the menu on the left.

Status

Please upload a learning agreement signed by your home institution and by yourself. You can upload the learning agreement via the button 'upload learning agreement' via 'Documents'.

Details of the exchange application

Exchange application	✓	<input type="button" value="Update"/> <input type="button" value="Help"/>
Study programme	✓	
Motivation	✓	
Language skills	✓	
Contact person	✓	
Documents	!	
Personal information	!	
Submit	!	

2. Click the button [Update](#).

The following page appears.

Exchange applications (incoming) ⓘ
Uitwisselingsaanvragen > Personal information

This is the personal information in your file at Ghent University. If this information is not correct, please contact the central student administration: www.UGent.be/csa

Surname	student
First name	exchange
Initials	
Name on degree	exchange student
Date of Birth	01/01/2000
Geboorteplaats	toronto
Country of Birth	Canada
Identiteitsbewijs	No Nog geen identiteitsbewijzen toegevoegd. add
Picture	add picture remove picture

[Back to overview](#)

3. To add a [proof of identification](#), click the button [Add](#) next to the field [Identiteitsbewijs](#).

The following pop up window appears.

Add copy of ID ✕

Het identiteitsbewijs kan in pdf of jpg zijn. Je kunt 2 bestanden opladen (bv voor- en achterzijde)

Bestand:
[Choose File](#) No file chosen

Bestand:
[Choose File](#) No file chosen

[Opladen](#)


You can upload a pdf or jpeg. You can upload two files: the front and back of your identification.

4. Select the two files that you want to upload with the buttons [Choose file](#). Then click the button [Opladen](#).

Exchange applications (incoming) ⓘ


[Uitwisselingsaanvragen](#) > Personal information

This is the personal information in your file at Ghent University. If this information is not correct, please contact the central student administration: www.UGent.be/csa

Surname	student
First name	exchange
Initials	
Name on degree	exchange student
Date of Birth	01/01/2000 
Geboorteplaats	toronto
Country of Birth	Canada
Identiteitsbewijs	uploaded ((28/11/2019 - 15:02:06)) download remove
	uploaded ((28/11/2019 - 15:02:06)) download remove
Picture	<input type="text"/> add picture remove picture

[Back to overview](#)

5. To upload a picture, click the button [add picture](#).

Add picture 

- The picture must be in jpg format and can be taken with your camera or smartphone.
- It must be a clear close-up picture of your face taken against a white background.
- Your face must fill about two thirds of the image.
- Do not wear sun glasses or other items that obstruct the view.
- The picture needs to be in portrait mode (height > width).
- A resolution of 2 Megapixels is enough.

File:

[Choose File](#) No file chosen



[Import](#)

6. Select the correct file on your computer with the button [Choose File..](#)
7. Click the button [Import](#).

Exchange applications (incoming) ⓘ

[Uitwisselingsaanvragen](#) > Personal information

This is the personal information in your file at Ghent University. If this information is not correct, please contact the central student administration: www.UGent.be/csa

Surname	student
First name	exchange
Initials	
Name on degree	exchange student
Date of Birth	01/01/2000 
Geboorteplaats	toronto
Country of Birth	Canada
Identiteitsbewijs	uploaded ([28/11/2019 - 15:02:06]) download remove
	uploaded ([28/11/2019 - 15:02:06]) download remove
Picture	 add picture remove picture

[Back to overview](#)

8. Click the button [Back to overview](#).

You have now filled in all the required information and you can [submit](#) your application. Please note that you cannot change your application after it has been submitted.

3.1.8 Submit Your Application

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	I00015533	University of Manitoba	Draft	Draft	select

Status

You can now submit your exchange application via the button 'Submit applications'. Note that you can no longer change the application after submitting.

Details of the exchange application

- Exchange application ✓ [Submit](#)
- Study programme ✓
- Motivation ✓ Use the 'submit' button to submit your exchange application.
- Language skills ✓
- Contact person ✓
- Documents ✓
- Personal information ✓

[Submit](#) ⓘ

1. Select the item [Submit](#) in the menu on the left.
2. Click the button [Submit](#).
A pop up window appears. Confirm the submission of your application. You cannot change the details of your application after it has been submitted.

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	Proposal	Proposal	select

Status

Your application has been submitted and will be examined by the faculty of your choice. One of the coming weeks we will get back to you about your admission as an exchange student at Ghent University.

Details of the exchange application

- Exchange application 
- Study programme 
- Motivation 
- Language skills 
- Contact person 
- Documents 
- Personal information 

Submit

The exchange application has been submitted.

Submit 

You will be contacted when your application has been accepted and approved.

When you come to Ghent University, you will be enrolled as an exchange student. You will be able to access all the necessary information about your curriculum and enrolment on the OASIS website.

4 CURRICULUM

Your curriculum is the entire set of courses and other didactic activities that you follow at UGent. Within the hour after you are enrolled, your curriculum is initialized. When your curriculum is initialized at the beginning of the academic year, courses are added to your curriculum in accordance with the standard learning path (you can consult the learning paths of your programme in the programme catalogue).

- If your curriculum is initialized with a full set of **60 ECTS credits** according to the standard learning path year in which you are enrolled, the faculty can automatically approve your curriculum. This is typically the case when enrolling for the first time in a bachelor's programme which does not offer any elective courses in the first year of the standard learning path. You do not need to edit your curriculum unless you wish to deviate from the model learning path. In that case, please contact the faculty's student administration office. You can, of course, always consult your curriculum on the OASIS website.
- If your curriculum is initialized **with less than 60 ECTS credits** (for example, because you need to choose certain elective courses), you are required to complete your curriculum yourself and submit it for approval by the faculty

The menu [Edit Curriculum](#) shows all the programmes in which you are enrolled in the selected academic year.. There is a separate menu item [Edit Curriculum](#) for each faculty in which you are enrolled. The faculty letters are mentioned between brackets next to the menu item [Edit Curriculum](#).

The screenshot shows the OASIS student interface. At the top left is the Ghent University logo. The main header is blue with the text 'OASIS' and 'In het Nederlands' in the top right corner. Below the header, the word 'STUDENT' is underlined. On the left side, there is a navigation menu with sections: 'Links' (containing links to Homepage, Course catalogue, Ufora, Education and Examination Code, and My calendar), 'General information' (containing links to Enrolments, Special status, Job student, and UCT enrolment), 'My Oasis', 'Choice of study', and 'AY 2019-2020'. Under 'AY 2019-2020', there is a 'Curriculum' section with a red box around the 'Edit curriculum (WE)' link, and a 'Courses' section with a link to 'My courses'. The main content area is titled 'Enrollments 2019-2020' and includes instructions: 'Click the button Curriculum in the programme or main subject line to access its curriculum. As soon as the curriculum is ready, select it by clicking its checkbox, then hit the button Submit for approval to send it to the faculty's Student Administration.' Below this, there are buttons for 'Submit for approval', 'Accept curriculum', 'Print curriculum', 'Print Transcript of Records', and 'Print document of admission'. A table follows with columns: 'Student No.', 'Student', 'Main subject code', 'Status', and 'Actions'. One row is visible for 'CMRSEAMA - International Master of Science in Marine Biological Resources: Management of Living Marine Resources' with a status of 'Draft' and actions for 'History' and 'Curriculum'.

The list of all the programmes in which you are enrolled in the current academic year

In the [Edit Curriculum](#) menu, you can consult and, if necessary, edit the curriculum of each programme in which you are enrolled in the current academic year. You can complete your curriculum and submit it for approval by the faculty. Depending on the programme in

which you are enrolled, you can only edit your curriculum during a certain period of time in the academic year. You can, however, consult your curriculum during the entire academic year. At the end of the examination period, your [exam marks](#) are displayed here.

As soon as the curriculum committee has approved your proposed curriculum, you can accept and sign it on the OASIS website. This forms the basis for your exams and also triggers a recalculation of the tuition fee. If you do not accept the curriculum approved by the faculty, contact the faculty's student administration office as soon as possible. As of December 1st, it is implicitly understood that you agree to the curriculum approved by the curriculum committee

4.1 Consult your curriculum

3. Go to <http://oasis.ugent.be>.
4. Log in with your UGent username and password.

The screenshot shows the OASIS website interface for students. At the top left is the Ghent University logo. The main header is blue with the word 'OASIS' in white. Below the header, there is a navigation menu on the left and a main content area on the right. The navigation menu includes sections like 'Links', 'General information', 'AY 2019-2020', 'Curriculum', 'Courses', 'Financials', 'Housing', and 'Educational evaluation'. The main content area is titled 'STUDENT' and 'Home page'. It contains a welcome message, a 'General information' section with links to enrolments and UCT enrolment, a 'My Oasis' section with links to curriculum, exchange, my courses, tuition fee, and educational evaluations, and a 'Transcript of Records' section with a link to edit curriculum.

GHENT UNIVERSITY

OASIS

STUDENT

Home page

Welcome to OASIS. Whether you are a student or an employee, you will find a great deal of valuable information on the OASIS website. Throughout the academic year, you will also have to take care of several important administrative matters on this website.

In the menu on the left, choose what you want to do. Please note: the menus can vary according to the menu you have chosen at the top of the page (Student, Lecturer in Charge, Chairman,...).

General information

- Enrolments: enrol in a new or current programme in this menu. You will also find your enrolment applications here.
- UCT enrolment: enrol in a course at the University's Language Centre.

My Oasis

Consult and edit your personal information in this menu: your address, contact information, language skills... You can also print certificates in this menu, such as a certificate of enrolment or a certificate for the Belgian Railways (NMBS).

Menus available per academic year

- Curriculum: consult and edit your curriculum for a specific academic year. At the end of each examination session, you can print your transcript of records here.
- Exchange: if you want to go abroad during your studies, apply for enrolment in this menu.
- My courses: this is a list of the courses in your curriculum, with extra information available about each course.
- Tuition fee: this menu contains information about the tuition fee.
- Educational evaluations: evaluate the courses that you are following in this menu.
- Housing applications: apply for a room or apartment at Ghent University here.

Transcript of Records

Go to the menu Edit curriculum to see your examination marks. Select a programme and click the button Print Transcript of Records.

Links

- Homepage
- Course catalogue
- Ufora
- Education and Examination Code
- My calendar

General information

- Enrolments
- Special status
- Job student
- UCT enrolment

AY 2019-2020

Curriculum

- Edit curriculum (WE)
- Stop
- Exchange

Courses

- My courses

Financials

- Tuition fee

Housing

- Rental fee
- Housing applications

Educational evaluation

- My courses

5. Go to the menu for the correct academic year, for example [AJ 2019-2020](#), [Curriculum](#) and select the menu [Edit curriculum](#), followed by the letters of the faculty in which you are enrolled.

GHENT UNIVERSITY

OASIS

STUDENT

Enrollments 2019-2020

Click the button [Curriculum](#) in the programme or main subject line to access its curriculum.
As soon as the curriculum is ready, select it by clicking its checkbox, then hit the button [Submit for approval](#) to send it to the faculty's Student Administration.

Possible actions on the selection:

[Submit for approval](#) [Accept curriculum](#) [Print curriculum](#) [Print Transcript of Records](#) [Print document of admission](#)

<input type="checkbox"/>	Student No.	Student	Main subject code	Status	Actions
<input type="checkbox"/>			CMRSEAMA - International Master of Science in Marine Biological Resources: Management of Living Marine Resources	Draft	History Curriculum

the name and code of each programme.

the status of your curriculum.

- Click the link [History](#) for an overview of the approval process of your curriculum, and for possible comments and remarks from the faculty.
- Open your curriculum with the link [Curriculum](#).

This page shows the various programmes in which you are enrolled in the selected academic year, within a certain faculty. Next to each programme, you will find:

- the curriculum status
 - draft: as long as the curriculum is still a draft curriculum, you can edit it (add or remove courses).
 - proposal: when you submit the curriculum for approval by the faculty, the status changes to 'proposal'. You cannot edit a proposed curriculum. If you want to edit it, please contact the faculty's student administration office.
 - approved: when the curriculum committee approves your curriculum, you will see the status change to 'approved'. You cannot edit an approved curriculum. If you want to edit it, please contact the faculty's student administration office. You can accept an approved curriculum with a digital signature.
- a link [History](#): this link opens a window with the various steps in your enrolment (the date of enrolment, the date when your curriculum was submitted for approval,...). It also shows your comments and remarks and those of the faculty concerning your curriculum. The History window does not show the courses you followed in the past. You can find these courses in the [Curriculum](#) window.
- a link [Curriculum](#): this opens a window in which you can consult and, as long as the curriculum is still a draft, edit the curriculum. Not only are the courses of the current academic year listed. The courses you took in the past in this programme are also shown. At the end of the examination period, your **exam marks** are shown here.

6. Click on the link **Curriculum** next to a programme.

Enrollments 2019-2020

Click the button **Curriculum** in the programme or main subject line to access its curriculum.
As soon as the curriculum is ready, select it by clicking its checkbox, then hit the button **Submit for approval** to send it to the faculty's Student Administration.

Possible actions on the selection:

[Submit for approval](#) [Accept curriculum](#) [Print curriculum](#) [Print Transcript of Records](#) [Print document of admission](#)

<input type="checkbox"/>	Student No.	Student	Main subject code	Status	Actions
<input type="checkbox"/>			CMRSEAMA - International Master of Science in Marine Biological Resources: Management of Living Marine Resources	Draft	History Curriculum

The following page appears.

Inbox > Curriculum composer

Curriculum of student [redacted] · academic year 2019-2020

CMRSEAMA - International Master of Science in Marine Biological Resources: Management of Living Marine Resources, version 1

[View entire curriculum](#) [Edit this year's curriculum](#)

On this page you can see your entire curriculum for one specific study programme. Both the courses that you have already passed and the freshly chosen courses for this year are shown. This year's curriculum may already have been entirely or partly composed for you. So long as it is still a draft, you can edit it selecting the tab **Edit this year's curriculum**.

Internal appeal
You may file an internal appeal against the examination decisions of the past examination session with the Internal Appeals Commission. The appeal has to be filed by means of a signed and dated petition that is sent to the Rector of Ghent University (Sint-Pietersnieuwstraat 25, 9000 Gent) by registered post, on penalty of non-admissibility of the appeal. At the same time, you have to send an electronic version of your petition by e-mail to ombuds@ugent.be by way of information.

The appeal has to be filed within the peremptory time limit of seven calendar days, starting on the calendar day after the examination results announcement. (More information: article 100 of the [Education and Examination Code](#)).

[This year's curriculum](#)

[Collapse all](#) / [Expand all](#)

number of credits taken up in this programme: **42**
total number of credits taken up this academic year: **42**

Module	AY	Sem	CR	Realis	Res1	Res2	Actions
1 General Courses							
2 C003907 Joint School	2019	1 (en)	6				info
3 C003934 Research Design, Data Management en Data Communication in Marine Sciences	2019	1 (en)	6				info
3 Master's Dissertation							
1 C003935 Master's Dissertation	2019	2 (en)	30				info

[Save and close](#) [Open course catalogue...](#) [Overview approved facilities](#) [Overview of educational facilities](#)

At the top of the window is the name of the **programme** of which you are consulting the curriculum. The programme version of the current academic year is also mentioned. Below are two tab pages:

- **View entire curriculum:** this page shows your entire curriculum for this programme: the courses for which you obtained credits in the past, as well as the courses you are following in the current academic year. At the beginning of the academic year, your curriculum may already be complete, or only contain a few courses. It may also be empty. This depends on the extent to which the system was able to initialise your curriculum.
- **Edit this year's curriculum:** you can complete your curriculum on this page. It is only available when your curriculum has been initialised and is still in 'draft' status. For more information, see **Fout! Verwijzingsbron niet gevonden.**

The page **View entire curriculum** always appears first.

Use the checkbox **This year's curriculum** to show or hide the courses you obtained in previous academic years in this programme version. If you are enrolled in a new programme version this academic year, all your obtained courses are displayed in this year's curriculum.

- Above the list of your courses, on the upper-right hand side, you can see the amount of ECTS credits which you are taking up in the current programme, during the current academic year. You can also see the total amount of credits you are taking up in the current academic year, in all the programmes in which you are enrolled (if you are enrolled in more than one programme).
- The courses are ordered according to the **programme structure**: general courses, courses related to the main subject, elective courses,... You can find the entire programme in the UGent programme catalogue.
- The column **AY** shows the academic year in which the course was added to the curriculum of the current study programme version.
- The column **CR** shows the course's amount of ECTS credits.
- Courses for which you are exempted or for which you obtained a credit in a different study programme or study programme version, are indicated by a code in the column **Realis** (realised in). For example:
 - **ovdrdr spr**: you obtained a credit for this course (or an equivalent thereof) in a previous version of the study programme;
 - **ovdrdr trjw**: you obtained a credit for this course (or an equivalent thereof) in a different study programme;
 - **vrst EVK** or **vrst EVC**: you are exempted for this course because of a previously acquired qualification or competency (EVK or EVC respectively).
- The columns **Res 1** and **Res 2** show the respective results of the first and second examination periods. The marks are quoted on a total of 20.
- At the bottom of the page here is a button to open the UGent **programme catalogue** and consult the UGent study programmes.
- Click the **Save and close** button to return to the overview of your enrolments.

4.2 Edit your curriculum

You can complete and edit your curriculum on the page [Edit this year's curriculum](#). It is possible that some or all of the courses that you will follow in the new academic year have already been added to your curriculum. This is because each curriculum is initialised immediately after (re-)enrolment, according to the standard learning path of the study programme in which you are enrolled. However, if you are following courses from different years in the standard learning path, if you wish to deviate from the standard learning path, or if you are required to choose elective courses, you can add or remove courses to and from your curriculum yourself.



Note

You can only edit a curriculum in 'draft' status. If you have already submitted your curriculum to the faculty's approval, or if your curriculum has been approved, you cannot edit it any more.

Should you wish to edit a proposed or approved curriculum, please contact the faculty's student administration office.

To edit your curriculum:

1. Go to <http://oasis.ugent.be>.
2. Log in with your username and password.
3. Go to the menu for the correct academic year, for example [AJ 2019-2020](#), [Curriculum](#) and select the menu [Edit curriculum](#), followed by the letters of the faculty in which you are enrolled.

The screenshot shows the OASIS student interface. On the left is a navigation menu with 'Links' (Homepage, Course catalogue, Ufora, Education and Examination Code, My calendar) and 'General information' (Enrolments). The main content area is titled 'OASIS STUDENT' and shows 'Enrollments 2019-2020'. It includes instructions to click 'Curriculum' and 'Submit for approval'. Below are buttons for 'Submit for approval', 'Accept curriculum', 'Print curriculum', 'Print Transcript of Records', and 'Print document of admission'. A table lists enrollment details:

<input type="checkbox"/>	Student No.	Student	Main subject code	Status	Actions
<input type="checkbox"/>			CMRSEAMA - International Master of Science in Marine Biological Resources: Management of Living Marine Resources	Draft	History Curriculum

4. Click the [Curriculum](#) link next to the name of a study programme.
A pop-up window with two tab pages appears: [View entire curriculum](#) and [Edit this year's curriculum](#).
5. Select the page [Edit this year's curriculum en](#).
 - Go to [About this page](#) for more information about what you'll find on this page.
 - Go to **Fout! Verwijzingsbron niet gevonden.** for more information on adding and removing courses to and from your curriculum.

4.2.1 About this page

Inbox > Curriculum composer

Curriculum of student [redacted] - academic year 2019-2020 ⓘ

CMRSEAMA - International Master of Science in Marine Biological Resources: Management of Living Marine Resources, version 1

[View entire curriculum](#) [Edit this year's curriculum](#)

The complete study programme is shown on the left. On the upper right-hand side are the courses that are already in your curriculum. To add other courses:

1. Select a programme module on the left. The courses of this module are shown on the lower right-hand side. The number in the column MT refers to the model track year in which the course is taught.
2. Click **Add** to add courses to your curriculum. You can remove them with the button **Remove**.

For more information, open the online help with the ?-button.
 (*) There is a * next to the session of some courses. To follow this session of the course, please contact the FSA.

Programme Modules This year's curriculum number of credits taken up in this programme: 42

[Collapse all / Expand all](#) total number of credits taken up this academic year: 42

1 General Courses
Subscribe to 1 package from the following list. Subject to approval by the faculty.

- 1.1 Fundamentals Package (UGent)
 - 1.1.1 Transferable skills
- 1.2 Fundamentals Package (UniOvi)
 - 1.2.1 Transferable skills
- 1.3 Fundamentals Package (UAlg)
 - 1.3.1 Transferable skills
- 1.4 Fundamentals Package (UBO)
 - 1.4.1 Transferable skills
 - Subscribe to 1 option from the following list
 - 1.4.1.1 Elective Course List
 - 1.4.1.2 Elective Courses UBO

2 Courses Related to the Main Subject
Subscribe to 2 packages from the following list. Subject to approval by the faculty.

- 2.1 Living Resources (UniOvi)
- 2.2 Fisheries (UAlg)
- 2.3 Ecosystem Based Fisheries Management (GMIT)
- 2.4 Food Production (UiB)
- 2.5 Operational Marine Science (UiB)

3 Master's Dissertation

Curriculum Code	Sem	MT	CR	Course	Status	Action
CMRSEAMA11-2	2	1 (en)	6	Joint School		Remove
CMRSEAMA11-3	2	1 (en)	6	Research Design, Data Management en Data Communication in Marine Sciences		Remove
CMRSEAMA13-1	2	2 (en)	30	Master's Dissertation	Draft	Remove

Nr	MTI	Sem	Ref	CR	Course	Status	Action
No courses to show.							

[Save and close](#) [Open course catalogue...](#) [Overview approved facilities](#) [Overview of educational facilities](#)

On the **left** side of the window is an overview of the entire **programme structure**, with the various programme modules from which you can select courses. A programme module can contain general courses, courses related to the main subject, elective courses,...

Curriculum of student [redacted] - academic year 2019-2020

CMRSEAMA - International Master of Science in Marine Biological Resources: Management of Living Marine Resources, version 1

[View entire curriculum](#) [Edit this year's curriculum](#)

The complete study programme is shown on the left. On the upper right-hand side are the courses that are already in your curriculum. To add other courses:

1. Select a programme module on the left. The courses of this module are shown on the lower right-hand side. The number in the column MT refers to the model track year in which the course is taught.
2. Click **Add** to add courses to your curriculum. You can remove them with the button **Remove**.

For more information, open the online help with the ?-button.

(*) There is a * next to the session of some courses. To follow this session of the course, please contact the FSA.

Programme Modules

[Collapse all](#) / [Expand all](#)

- 1 General Courses
 - Subscribe to 1 package from the following list. Subject to approval by the faculty.*
 - 1.1 Fundamentals Package (UGent)
 - 1.1.1 Transferable skills
 - 1.2 Fundamentals Package (UniOvi)
 - 1.2.1 Transferable skills
 - 1.3 Fundamentals Package (UAlg)
 - 1.3.1 Transferable skills
 - 1.4 Fundamentals Package (UBO)
 - 1.4.1 Transferable skills
 - Subscribe to 1 option from the following list.*
 - 1.4.1.1 Elective Course List
 - 1.4.1.2 Elective Courses UBO
- 2 Courses Related to the Main Subject
 - Subscribe to 2 packages from the following list. Subject to approval by the faculty.*
 - 2.1 Living Resources (UniOvi)
 - 2.2 Fisheries (UAlg)
 - 2.3 Ecosystem Based Fisheries Management (GMIT)
 - 2.4 Food Production (UIB)
 - 2.5 Operational Marine Science (UIB)
 - 3 Master's Dissertation

This year's curriculum

number of credits taken up in this programme: 42

total number of credits taken up this academic year: 42

Curriculum Code	Sem	Sem	Ref	CR	Course	Status	Action
CMRSEAMA1.1-2	2	1 (en)	6		Joint School		Remove
CMRSEAMA1.1-3	2	1 (en)	6		Research Design, Data Management en Data Communication in Marine Sciences		Remove
CMRSEAMA1.3-1	2	2 (en)	30		Master's Dissertation	Draft	Remove

Nr	MTI	Sem	Ref	CR	Course	Status	Action
No courses to show.							

[Save and close](#) [Open course catalogue...](#) [Overview approved facilities](#) [Overview of educational facilities](#)

- You can expand or collapse the different programme modules by clicking on the + and - buttons before the folders.
- If there are **rules** defining how to choose from the underlying modules, these rules are printed in blue italics.

Programme Modules

[Collapse all](#) / [Expand all](#)

- 1 General Courses
 - Subscribe to 1 package from the following list. Subject to approval by the faculty.*
 - 1.1 Fundamentals Package (UGent)
 - 1.1.1 Transferable skills
 - 1.2 Fundamentals Package (UniOvi)
 - 1.2.1 Transferable skills
 - 1.3 Fundamentals Package (UAlg)
 - 1.3.1 Transferable skills

As soon as you select a module, the corresponding **courses** appear on the lower right-hand side of the window. If there is a **rule** defining how to choose courses from this module, it is mentioned above the list of courses.

Programme Modules
[Collapse all](#) / [Expand all](#)

- 1 General Courses
 - 1.1 Fundamentals Package (UGent)
 - 1.1.1 Transferable skills
 - 1.2 Fundamentals Package (UniOvi)
 - 1.2.1 Transferable skills
 - 1.3 Fundamentals Package (UAlg)
 - 1.3.1 Transferable skills
 - 1.4 Fundamentals Package (UBO)
 - 1.4.1 Transferable skills
 - 1.4.1.1 Elective Course List
 - 1.4.1.2 Elective Courses UBO
- 2 Courses Related to the Main Subject
 - 2.1 Living Resources (UniOvi)
 - 2.2 Fisheries (UAlg)
 - 2.3 Ecosystem Based Fisheries Management (GMIT)
 - 2.4 Food Production (UIB)
 - 2.5 Operational Marine Science (UIB)
 - 3 Master's Dissertation

This year's curriculum number of credits taken up in this programme: 42
total number of credits taken up this academic year: 42

Curriculum Code	Sem	CR	Ref	CR	Course	Status	Action
CMRSEAMA11-2	2	1 (en)	6		Joint School		Remove
CMRSEAMA11-3	2	1 (en)	6		Research Design, Data Management en Data Communication in Marine Sciences		Remove
CMRSEAMA13-1	2	2 (en)	30		Master's Dissertation	Draft	Remove

CMRSEAMA1.1.1 Transferable skills
Subscribe to 3 credit units from the following list.

Nr	MTI	Sem	Ref	CR	Course	Status	Action
1	1	1	3		C004034 Graphics Design and Digital Imaging	Taken or realised	
2	1	1	3		A002615 Practical English 3 - B1-	Available	Add
3	1	a:1*, b:1*	3		A002616 Practical English 4 - B1+	Available	Add
4	1	1	3		A002658 Practical English 5 - B2	Available	Add

The list of courses on the right shows the following information:

- The first column shows the number of the courses.
- The column MTI shows in which year of the model learning path this course is offered.
- The third column shows the course reference, if applicable. This may be important when interpreting the rule defining how to choose courses.
- The column CR lists the amount of ECTS credits of each course.
- The column Course shows the course code and name.
- The column Status shows whether you can take this course in your curriculum (Available) or whether you have already added it to your curriculum this year or acquired it in the past (Taken or realised). If you cannot add a course to your curriculum because you have already taken or acquired all the courses allowed by the rule in the module, you will see the status Module realised.

If you select a module allowing you to choose courses from the entire UGent **programme catalogue**, a pop-up window appears displaying the programme catalogue.

Course Catalogue

Add a courses by clicking the plus sign (+) in the course catalogue below.

[Back to editing screen](#)

Subscribe to 3 credit units from the study programmes of UBO.

Most recently added course:

[Home](#) > [Course catalogue](#)

- By faculty
- By area
- Courses Doctoral Schools
- Ghent University Global Campus

Welcome to Ghent University's online course catalogue for the academic year 2019-2020.

This course catalogue provides the following information about our study programmes:

- the programme contents and learning track(s);
- information about the available courses (e.g. lecturers, credits, contents, practical information, ...);
- a course schedule per semester.

Click on the faculty or field of study of your choice in the menu on the left.

On the upper-right hand side of the window is the curriculum you are taking this year in this study programme. The amount of ECTS credits currently taken in this programme, in this academic year, are mentioned, as well as the total amount of ECTS credits in the current academic year (in the case that you are enrolled in more than one study programme this academic year).

Curriculum of student [redacted] - academic year 2019-2020

CMRSEAMA - International Master of Science in Marine Biological Resources: Management of Living Marine Resources, version 1

[View entire curriculum](#)

[Edit this year's curriculum](#)

The complete study programme is shown on the left. On the upper right-hand side are the courses that are already in your curriculum. To add other courses:

1. Select a programme module on the left. The courses of this module are shown on the lower right-hand side. The number in the column MT refers to the model track year in which the course is taught.

2. Click **Add** to add courses to your curriculum. You can remove them with the button **Remove**.

For more information, open the online help with the ?-button.

(*) There is a * next to the session of some courses. To follow this session of the course, please contact the FSA.

Programme Modules

[Collapse all](#) / [Expand all](#)

1 General Courses

Subscribe to 1 package from the following list. Subject to approval by the faculty.

- 1.1 Fundamentals Package (UGent)
 - 1.1.1 Transferable skills
- 1.2 Fundamentals Package (UniOvi)
 - 1.2.1 Transferable skills
- 1.3 Fundamentals Package (UAlg)
 - 1.3.1 Transferable skills
- 1.4 Fundamentals Package (UBO)
 - 1.4.1 Transferable skills

Subscribe to 1 option from the following list.

- 1.4.1.1 Elective Course List
- 1.4.1.2 Elective Courses UBO

2 Courses Related to the Main Subject

Subscribe to 2 packages from the following list. Subject to approval by the faculty.

- 2.1 Living Resources (UniOvi)
- 2.2 Fisheries (UAlg)
- 2.3 Ecosystem Based Fisheries Management (GMT)
- 2.4 Food Production (UIB)
- 2.5 Operational Marine Science (UIB)
- 3 Master's Dissertation

This year's curriculum

number of credits taken up in this programme: 42

total number of credits taken up this academic year: 42

Curriculum Code	Sem	Sem	Ref CR Course	Status	Action
CMRSEAMA1.1-2	2	1 (en)	6 Joint School		Remove
CMRSEAMA1.1-3	2	1 (en)	6 Research Design, Data Management en Data Communication in Marine Sciences		Remove
CMRSEAMA1.3-1	2	2 (en)	30 Master's Dissertation	Draft	Remove

Nr	MTI	Sem	Ref CR Course	Status	Action
No courses to show.					

This year's curriculum

number of credits taken up in this programme: 42

total number of credits taken up this academic year: 42

Curriculum Code	Sem	Sem	Ref CR Course	Status	Action
CMRSEAMA1.1-2	2	1 (en)	6 Joint School		Remove
CMRSEAMA1.1-3	2	1 (en)	6 Research Design, Data Management en Data Communication in Marine Sciences		Remove
CMRSEAMA1.3-1	2	2 (en)	30 Master's Dissertation	Draft	Remove

4.2.2 Adding and removing courses

- Select the **programme module** from which you want to add courses to your curriculum.
The courses belonging to this module appear in the lower right-hand corner of the screen. If there is a rule defining how to choose courses from this module, it is mentioned above the list of courses.

Programme Modules
[Collapse all](#) / [Expand all](#)

- 1 General Courses
 - 1.1 Fundamentals Package (UGent)
 - 1.1.1 Transferable skills**
 - 1.2 Fundamentals Package (UniOvi)
 - 1.2.1 Transferable skills
 - 1.3 Fundamentals Package (UAlg)
 - 1.3.1 Transferable skills
 - 1.4 Fundamentals Package (UBO)
 - 1.4.1 Transferable skills
 - 1.4.1.1 Elective Course List
 - 1.4.1.2 Elective Courses UBO
- 2 Courses Related to the Main Subject
 - 2.1 Living Resources (UniOvi)
 - 2.2 Fisheries (UAlg)
 - 2.3 Ecosystem Based Fisheries Management (GMIT)
 - 2.4 Food Production (UIB)
 - 2.5 Operational Marine Science (UIB)
 - 3 Master's Dissertation

This year's curriculum number of credits taken up in this programme: 42
total number of credits taken up this academic year: 42

Curriculum Code	Sem	Sem	Ref	CR	Course	Status	Action
CMRSEAMA1.1-2	2	1 (en)	6		Joint School		Remove
CMRSEAMA1.1-3	2	1 (en)	6		Research Design, Data Management en Data Communication in Marine Sciences		Remove
CMRSEAMA1.3-1	2	2 (en)	30		Master's Dissertation	Draft	Remove

CMRSEAMA1.1.1 Transferable skills
Subscribe to 3 credit units from the following list.

Nr	MTI	Sem	Ref	CR	Course	Status	Action
1	1	1	3		C004034 Graphics Design and Digital Imaging	Taken or realised	
2	1	1	3		A002615 Practical English 3 - B1-	Available	Add
3	1	a:1*, b:1*	3		A002616 Practical English 4 - B1+	Available	Add
4	1	1	3		A002658 Practical English 5 - B2	Available	Add

- Click the **Add** button in the **Action** column to add courses to your curriculum. You can only add the same course to your curriculum once, as long as you have not acquired it. If you have chosen all the courses allowed by the rule in the module, you cannot add any

other courses from this module to your curriculum. You can, however, remove courses from your curriculum and replace them with other courses.

3. If you select a module allowing you to choose courses from the entire UGent [programme catalogue](#), a pop-up window appears displaying the programme catalogue.

Course Catalogue ✕

Add a courses by clicking the plus sign (+) in the course catalogue below. ➡ Back to editing screen

Subscribe to 3 credit units from the study programmes of UBO.

Most recently added course:

[Home](#) > Course catalogue

- By faculty
- By area
- Courses Doctoral Schools
- Ghent University Global Campus

Welcome to Ghent University's online course catalogue for the academic year 2019-2020.

This course catalogue provides the following information about our study programmes:

- the programme contents and learning track(s);
- information about the available courses (e.g. lecturers, credits, contents, practical information, ...);
- a course schedule per semester.

Click on the faculty or field of study of your choice in the menu on the left.

1. Browse the **programme catalogue** and go to the **faculty, programme type** and **programme** from which you want to select courses. Open the complete programme view.

Course Catalogue

Add a courses by clicking the plus sign (+) in the course catalogue below.

Subscribe to 3 credit units from the study programmes of UBO.
Most recently added course:

[Back to editing screen](#)

Home > Course catalogue > Faculties > Programme types > Programme

Master of Science in Geography

Faculty of Sciences
Academic Year 2019-2020

→ General information
→ Programme goals
→ Learning outcome
→ Admission requirements
→ Additional information
→ Programme (version 13)
→ Complete programme
→ First Mtl year
→ Second Mtl year
→ Programme (version 12 - re-enrol only)
→ Complete programme
→ First Mtl year
→ Second Mtl year

→ legend
→ hard copy v13
→ hard copy v12
→ course schedule 1st semester
→ course schedule 2nd semester

Complete programme (120 credits) version 13
Language of instruction Dutch

1 - General Courses 20

No.	Course	Ref	Semester	Mt1	Mt2	Dept.	Instructor	Contact	Study	Crdt
+	GI-Applications		1	1		WE12	Nico Van de Weghe	80	210	7
+	Geographic Field Work		J	1		WE12	Veerle Van Eetvelde	90	240	8
+	Physical Environment and Development		2	1		WE12	Ben Derudder	50	150	5

2 - Minors 30

Subscribe to 30 credit units from 1 minor from the following list. Subject to approval by the faculty.

2.1 - Minor Research 30

Subscribe to 30 credit units from no less than 1 and no more than 3 modules from the following list. Subject to approval by the faculty.
The 30 credit units need to be chosen within the scope of the research for the Master's Dissertation.
Distributed as follows:

1. Click the **green plus-sign** before each course that you want to add to your curriculum. You can add more than one course from the programme catalogue.
 2. Click the **Back to editing screen** button to close this window and return to your curriculum.
4. .
5. To remove courses from your curriculum, click the **Remove** button next to a course in your curriculum on the upper right-hand side of the window..

At the bottom of the editing screen is a button to open the **programme catalogue**. This does not allow you to add courses to your curriculum, it is merely a tool to consult the programme catalogue. You can only add courses from the programme catalogue to your curriculum via a programme module allowing this.



Electronic learning platform

After you have completed your curriculum in OASIS, your courses are automatically sent to the electronic learning platform Ufora as your official curriculum..

4.3 Accept Your Curriculum

After the faculty has approved your curriculum, you have to accept it by adding your **digital signature** on the OASIS website.

To accept your curriculum:

1. Go to <http://oasis.ugent.be>.
2. Log in with your username and password.
3. Go to the menu for the correct academic year, for example [AJ 2019-2020](#), [Curriculum](#) and select the menu [Edit curriculum](#), followed by the letters of the faculty in which you are enrolled.

GHENT UNIVERSITY OASIS In het Nederlands

STUDENT

Enrollments 2019-2020

Click the button [Curriculum](#) in the programme or main subject line to access its curriculum.
As soon as the curriculum is ready, select it by clicking its checkbox, then hit the button **Submit for approval** to send it to the faculty's Student Administration.

Possible actions on the selection:

[Submit for approval](#) [Accept curriculum](#) [Print curriculum](#) [Print Transcript of Records](#) [Print document of admission](#)

<input type="checkbox"/>	Student No.	Student	Main subject code	Status	Actions
<input checked="" type="checkbox"/>			CMRSEAMA - International Master of Science in Marine Biological Resources: Management of Living Marine Resources	Draft	History Curriculum

4. Select the programmes of which you want to accept the curriculum by checking the check box in the left column.
5. Click the button [Accept curriculum](#).

GHENT UNIVERSITY OASIS In het Nederlands

STUDENT

Enrollments 2019-2020

Click the button [Curriculum](#) in the programme or main subject line to access its curriculum.
As soon as the curriculum is ready, select it by clicking its checkbox, then hit the button **Submit for approval** to send it to the faculty's Student Administration.

Possible actions on the selection:

[Submit for approval](#) [Accept curriculum](#) [Print curriculum](#) [Print Transcript of Records](#) [Print document of admission](#)

<input checked="" type="checkbox"/>	Student No.	Student	Main subject code	Status	Actions
<input checked="" type="checkbox"/>	01812600	Rupert Stacy	CMRSEAMA - International Master of Science in Marine Biological Resources: Management of Living Marine Resources	Approved	History Curriculum



Opgelet

As of December 1st, it is implicitly understood that you accept the curriculum approved by the faculty.

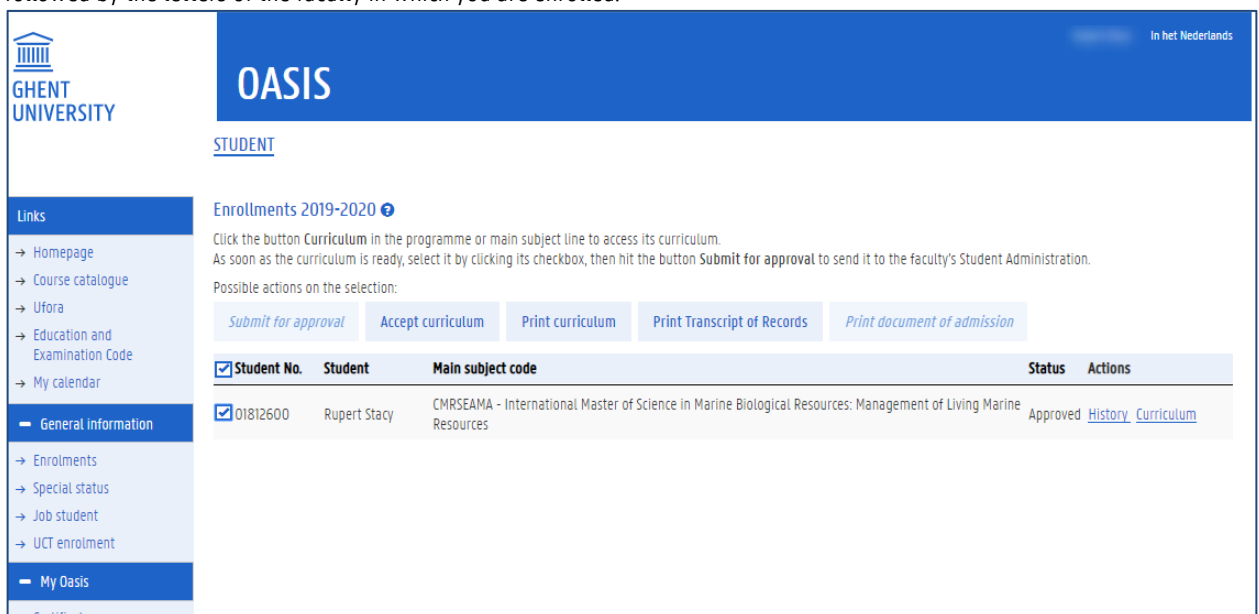
4.4 Your Exam Marks

At the end of the examination period, you can consult your exam marks on the OASIS website by printing a transcript of records.

4.4.1 Print a transcript of records

At the end of the examination period, after deliberations, the exam results are published on the OASIS website. you can consult the exam marks of the current academic year by printing the transcript of records of the study programme or main subject in which you are enrolled:

1. Go to the OASIS website at <http://oasis.ugent.be>.
2. Log in with your UGent username and password.
3. The home page appears.
4. Go to the menu for the correct academic year, for example [AJ 2019-2020](#), [Curriculum](#) and select the menu [Edit curriculum](#), followed by the letters of the faculty in which you are enrolled.



The screenshot shows the OASIS website interface for a student. The header includes the Ghent University logo and the text "OASIS" and "STUDENT". A sidebar on the left contains navigation links such as "Homepage", "Course catalogue", "Ufora", "Education and Examination Code", "My calendar", "General information", "Enrolments", "Special status", "Job student", "UCT enrolment", "My Oasis", and "Certificates". The main content area displays "Enrollments 2019-2020" with instructions on how to access the curriculum and buttons for "Submit for approval", "Accept curriculum", "Print curriculum", "Print Transcript of Records", and "Print document of admission". Below this is a table with columns for "Student No.", "Student", "Main subject code", "Status", and "Actions".

<input checked="" type="checkbox"/>	Student No.	Student	Main subject code	Status	Actions
<input checked="" type="checkbox"/>	01812600	Rupert Stacy	CMRSEAMA - International Master of Science in Marine Biological Resources: Management of Living Marine Resources	Approved	History Curriculum

5. Select one programme by checking the check box in the left column.
6. Click the button Print Transcript of Records.

GHENT UNIVERSITY In het Nederlands

OASIS

STUDENT

Enrollments 2019-2020

Click the button Curriculum in the programme or main subject line to access its curriculum.
As soon as the curriculum is ready, select it by clicking its checkbox, then hit the button Submit for approval to send it to the faculty's Student Administration.

Possible actions on the selection:

[Submit for approval](#) [Accept curriculum](#) [Print curriculum](#) **[Print Transcript of Records](#)** [Print document of admission](#)

<input checked="" type="checkbox"/>	Student No.	Student	Main subject code	Status	Actions
<input checked="" type="checkbox"/>	0812600	Rupert Stacy	CMRSEAMA - International Master of Science in Marine Biological Resources: Management of Living Marine Resources	Approved	History Curriculum



Note

You can only print one transcript of records at a time. The button **Print Transcript of Records** is only available when one study programme is selected.

