

# Info for exchange students

Student Welcome Day - Regine Coolen

# UFORA: INFO FOR GUEST- AND EXCHANGE STUDENTS



INFOSITE Gast- en exchangestudenten facultei...



[Ufora](#) [Inhoud](#) [Agenda](#) [Aankondigingen](#) [Groepen](#) [Ufora-tools](#) ▾ [Cursusbeheer](#)

A background image of trees with vibrant autumn foliage in shades of orange, yellow, and brown, set against a clear sky.

INFOSITE Gast- en exchangestudenten faculteit  
Wetenschappen

# STUDIES

- Students for STUDIES are registered backoffice (-> curriculum is in status 'draft')
- Your student cards can be picked up after this session

# LEARNING AGREEMENT via EWP [(digital) – without EWP]

The Learning Agreement (LA) is an official study contract for student exchange.

This is your most important document since it guarantees you to transfer credits to your home university after you have successfully completed the exams.

There are 3 parts in the learning agreement:

- **LA BEFORE** mobility: this part is completed
- **LA DURING** mobility: only in case you want to make changes in your curriculum.
- **LA AFTER** mobility: this part will be 'replaced' by the Transcript of Records

# OASIS: CURRICULUM

To initiate these processes we use Oasis and Ufora , two online student information systems:

-> See presentation Siel Wellens

- Ufora = official digital learning environment of Ghent University. In this platform each subject has a specific course site. This course site is used by the lecturer in charge to communicate assignments, schedules, group divisions, important announcements, etc.
- Oasis = a database to manage student administration and is the official tool for your curriculum registration.

**Remark:** Oasis synchronizes with Ufora. What you change in Oasis will change in Ufora (not the other way around!)

# OASIS: CURRICULUM CHANGES

Till **Monday 26 February 2024** you have time to attend alternative subjects compared to your learning agreement

- Even if you are not registered for a course you can attend other classes in the first weeks
- Check well in advance the 'course specifications' to see whether meet the requirements (see ECTS cards in the Study Guide)
- Check for overlap
- Ask the approval of your home University to avoid more changes
- At the end of week 2, you have to register your final course selection in Oasis and submit to approval
- Only 1 curriculum change is allowed!
- Make sure your curriculum is correct (eg. course codes, ECTS, semester code, etc).
- In case you need more time -> contact me ([international.sci@ugent.be](mailto:international.sci@ugent.be))

# OASIS: CURRICULUM CHANGES

- Did you use a Learning Agreement in PDF in your exchange application? Use your initial Learning Agreement and fill in the 'Changes' part. (from Oasis or use the template from your home university).

## Changes to the learning agreement *Mobility type: Semester(s)*

Exceptional changes to Table A <small>(to be approved by the student, the responsible person in the Sending Institution and the responsible person in the Receiving Institution)</small>						
Table A2	Component code (if any)	Component title at the Receiving Institution (as indicated in the course catalogue)	Deleted component [tick if applicable]	Added component [tick if applicable]	Reason for change	Number of ECTS credits (or equivalent)
			<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	
			<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	

- Did you use an Online Learning Agreement (EWP/OLA/Mobility Online)? Use the mobility platform from your home university to make a Learning Agreement changes.

# CERTIFICATES

- Certificate of stay/departure (can be sent to [international.sci@ugent.be](mailto:international.sci@ugent.be))
- Will be signed electronically (fill in your personal information and start- or end date -> within the 2<sup>nd</sup> semester period)



# BACK HOME

- Certificate of stay (template of your home University)
- Transcript of Records can be downloaded from Oasis by **4 July at 2 pm** (in case you want a certified copy -> send to [international.sci@ugent.be](mailto:international.sci@ugent.be)) with the coordinates of your home University coordinator
- Documents will NOT be sent automatically to your home University
- Before the start of the exam period you will receive an e-mail with information for the end of your stay

# TRAINEESHIP AND RESEARCH

## BEFORE MOBILITY

You can consult your 'curriculum' via Oasis, your 'curriculum in exchange' has been approved on the basis of your signed Training agreement agreement

-> course in part 'Curriculum in exchange' : C003242

STATUS = 'Approved'

## DURING MOBILITY

-> in general no changes

## AFTER MOBILITY

-> student in direct contact with UGent promotor who can provide a certificate and an evaluation (own templates) + score in Oasis

FACULTY PRESENT

- SUSTAINABLE CUP (SUGAR CANE) +
- LUNCH VOUCHER (1 MAIN DISH + 1 DRINK -> no dessert)



# CAMPUS TOUR

# CAMPUS TOUR - STERRE

- First QR code: see entrance door S5 (4 checkpoints)
- Guides you from location to location: each time you scan the new QR code and answer the questions



BUDDIES (ask co-ordinates to [international.sci@ugent.be](mailto:international.sci@ugent.be))

# QUESTIONS

