ORIENTATION DAY 2021

WELCOME TO BRUSSELS. WELCOME TO VUB.

VRIJE UNIVERSITEIT BRUSSEL
Guidelines

1. Q&A section is for general questions

2. Individual questions should be sent via email to: exchange.incoming@vub.be
Part 1:

- Student Organisations
  
  ESN: Erasmus Student Network
  
  ISP: International Student Platform
  
  BSG: ‘Brussels Studentgenootschap’ (video)

Presentation on Student Site ➔ student.vub.be/en/international-student-life#arrive
AGENDA

Part 2:

• Overview: VUB
• International Relations Office
• Administration in Brussels
• Living in Brussels
• Life @ VUB
• VUB Departments
• Q&A

Presentation on Student Site ➔ student.vub.be/en/international-student-life#arrive
**AGENDA**

**Part 3:**

- Exchange specific information (Mobility Online)
- Q&A

Presentation on Student Site ➔ [student.vub.be/en/international-student-life#arrive](student.vub.be/en/international-student-life#arrive)
STUDENT ORGANISATIONS AND STUDENT REPRESENTATION
ESN VUB EhB Brussels

Feb 2021
Who are we?
Buddy System
Buddy System

Become a Buddy for an international student or be helped by a local student!

LETS GO! LEARN MORE

https://buddysystem.eu/en
Get your ESNcard

Become Part of The Erasmus Generation

bit.ly/ESNcardVUBEBhB2021
Our team 2020/2021
What do we do?

We are the extension of the Student Council, but work exclusively for international students at the VUB, their rights, concerns and issues.

Practically that means

- we attend student council meetings
- we communicate information on our social media channels
- collaborate with other associations for events or causes
- host events relevant or helpful for international students at the VUB
How to contact us

Facebook Page VUB ISP - International Student Platform

Instagram @vub.isp

Email isp@vub.be
STUDENT ORGANISATIONS AND STUDENT REPRESENTATION
FOR INTERNATIONAL STUDENTS

Student representation:
• Student Council
• ISP (International Student Platform)

Student organisations:
• ESN
• BSG
• And many more..
OVERVIEW VUB

established in 1834

split 1 October 1969

Autonomy act 28 May 1970

CELEBRATIONS 2019-2020

Brussels University VUB ULB

Rector: Professor Caroline Pauwels
OVERVIEW VUB

8 FACULTIES

- Social Sciences and Solvay Business School (ES)
- Law and Criminology (RC)
- Psychology and Educational Sciences (PE)
- Languages and Humanities (LW)
- Science and Bio-engineering Sciences (WE)
- Medicine and Pharmacy (GF)
- Engineering (IR)
- Physical Education and Physiotherapy (LK)
INTERNATIONAL RELATIONS OFFICE

WHAT WE DO

• International project management
• International student support
• Study abroad opportunities (studies/internships)
• International initiatives by students
• Development cooperation
• International recruitment, marketing & communication

vub.be/en/international
General Questions:

https://www.vub.be/en/international#contact-&-who-is-who

Specific Questions:

- Book online meeting with Officer
- Pleinlaan 5
  1050 Brussels
- International.relations@vub.be
- +32 (0)2 614 81 01

https://www.vub.be/en/international#home with updates on opening hours
ADMINISTRATION IN BRUSSELS
BRUSSELS CITY

BRUSSELS: A DIVERSE CITY WITH ENDLESS POSSIBILITIES
• VUB Campus rooms, U-residence or in private sector
  ⇒ For U-residence: contact VUB International Relations Office
  ⇒ For private sector: contact Brik
  ⇒ For rooms on campus? Contact Student Housing

• Short stay/semester

• **Rents:**
  ⇒ Student room on average €400
  ⇒ Studio on average €600

= Brussel & Ik (‘me’)

---

**Student Site**
• **Contract!**
  - How to end the contract?
  - All costs (water, gas, internet, electricity, etc.) included?
  - Deposit? On secured account or not?
  - Registration for residence permit possible?
  - Fire insurance?
  - Third-party liability?

• **Is quarantine allowed in your student room?**
  - Check with landlord
  - Quarantine hotel suggestions
  - Grocery delivery services
  - VUBuddy system
Short-type residence (max. 3 months)
EU: No registration required

Non-EU: Report to District Town Hall (‘Commune’) for ‘Declaration of Arrival’ (annex 3) within 8 days of arrival after finding temporary accommodation other than hotel, youth hostel (family & friends)

Long-type residence (more than 3 months)
EU + Non-EU:
• Report to District Town Hall (‘Commune’) for ‘Inscription Request’ (annex 15) after signing rental agreement
• Annex 15 can then, for example, be used for opening bank account
• ID-card compulsory

→ ID card valid for duration of academic programme & for duration of funding for studies
Required documents

- Rental contract
- National ID/Passport with type D visa
- Registration certificate from VUB
- For EU citizens: Proof of Health Insurance
  For non-EU citizens: Proof of Health Insurance upon extension of the National ID
- For non-EU citizens: Proof of Solvability (scholarship, sponsor (Annexe 32), loan or blocked account solvency certificate)

Sometimes also: birth certificate, civil status certificate, or certificate of good conduct

Appointment @ Foreigners Department

Local Police Check

Belgian ID-card

Can take 2-6 months!

There can be different procedures depending on the Brussels District
In Case of Emergency
EU EMERGENCY NUMBER 112
POLICE 101

Campus Security:
Etterbeek 02 629 11 11
Jette 02 477 61 12

ICE – Contact
(In Case of Emergency)
Useful information related to Covid-19

https://reopen.europa.eu/en


https://www.vub.be/en/backtocampus#frequently-asked-questions
HELP FOR STUDENTS

REPORT IT!

• Report inappropriate behaviour
• Prevent an escalation
• Stop other people’s unwanted behaviour
• Get the support you want

➤ Confidentiality is guaranteed

➤ **YOU** determine which behaviour is unacceptable

➤ Report it! No procedures started without express permission by person who filed the report

➤ Report it! ⇒ professional secrecy

report via email: reportit@vub.be
HEALTH CARE IN BELGIUM
Every person living in Belgium is advised to register with a national health insurance provider. With a national health insurance you will benefit from reimbursements:

- ±70% general care
- 100% for critical diseases

Partenamut office VUB
Pleinlaan 5 (International Relations Office)
Contact person: Mrs Areta Duka

Currently closed!

Questions?
E-mail: vub@bepartena.be or international.relations@vub.be
PARTENA BUSINESS & EXPATS INTERNATIONAL STUDENTS

VRIJE UNIVERSITEIT BRUSSEL
Website: www.partenamut.be
1.1. PARTENAMUT IN BELGIUM

Partenamut health insurance is an independent & a-political public (state) insurance provider with the following responsibilities:

- Reimburse health care expenses (doctor, medicines, hospital)
- Keep your budget
- Represented in Belgium: University, Colleges, companies etc.

Partenamut gives full support to international students
1.2. EUROPEAN STUDENTS

Registration for LESS 1 YEAR ⇒ No Monthly fee

- Reimbursement: doctor, pharmacy, hospital

Registration for MORE 1 YEAR ⇒ € 11.25/Month

- Reimbursement doctor, pharmacy, hospital
- Advantages for sport, opticians, etc.
1.3. NON-EUROPEAN STUDENT

Registration at District town hall (‘commune’) ⇒ € 11.25/month

- Reimbursement doctor, pharmacy, hospital
- Advantages sport, opticians, etc.
1.4. STUDENT STATUS

**SCHOOL CERTIFICATE**

- **NO Registration at District town hall**
  - €97.18/Quarter
  - Reimbursement doctor, pharmacy, hospital
  - Advantages sport, opticians, etc.
AT THE DOCTOR
AT THE PHARMACY
AT THE HOSPITAL
2.1. AT THE DOCTOR

- Pay full amount in cash
- Receive a medical attestation
- Fix your Identification sticker
- Send your claim to Partenamut
- Reimbursement within 7 days into bank account (even foreign bank account)
2.2. AT THE PHARMACY

Note: students without a Belgian ID card should ask pharmacy for specific form (Annex 30) to be reimbursed. Not all medication will be reimbursed.
2.3. AT THE HOSPITAL

CALL AND MAKE AN APPOINTMENT

SHOW YOUR BELGIAN ID CARD OR STICKER AT RECEPTION
2.4. EMERGENCY

• Go directly to the hospital via the emergency department
• Worst medical cases are treated first
• Family doctors also provide emergency services at night and during the weekend

_Do not make improper use of this service_.

_Hospital has the right to refuse you_.

Do not make improper use of this service.
Hospital has the right to refuse you.
3.1. BECOME A WEB MEMBER

www.partenamut.be

- To order documents: ID-stickers, address change, advantages
- To calculate your reimbursement
- To search for general information: rates, doctors, hospitals…
- Check your file

Students must have a national number to become a web member if they don’t need to come to the office in person
3.2. FOLLOW UP

www.partenamut.be

• You have questions:
  ⇒ vub@bepartena.be
  ⇒ 02 44 44 700
LIVING IN BRUSSELS
• Discover Brussels with a greeter (click link): volunteer guide
• Visit BELvue Museum and ‘Experience Brussels’-exhibition
• News/Newsletters:
  • Agenda (agenda.brussels/en/newsletter)
  • Be expat be brussels » email europe@visit.brussels
  • Bruzz.be
• EYCA card
• Arsène 50: half-price tickets for cultural activities
  ▶ arsene50.brussels/en
• VISITBRUSSELS: https://visit.brussels/en
  ▶ @ BIP – Place Royale
  ▶ @ City Hall – Grand Place
  ▶ @ Station Europe – Place Luxembourg
**LIFE IN BRUSSELS**

**PUBLIC TRANSPORT**

**MIVB/STIB** = public transport system in Brussels covering metro, tram and bus.

Student yearly pass = €50 (until age 24)
- VUB certificate MIVB/STIB
- 5 MIVB/STIB 'Bootiks
- Monthly pass, 10-trip cards

Tickets at MIVB machines for single tickets or day passes.

⚠️ Trams in Belgium *always* get priority

Night busses are only on Thursdays and in weekends (take into account curfew in Brussels 10 PM – 6AM)!

**VILLO/Billy/...** = Shared bikes in Brussels
- **VILLO**: several options and subscriptions
- **Billy**: shared electric bikes

**Student Site**
TRAVELLING IN BELGIUM

Visits: Ghent, Antwerp, Liège, Namur, Bruges, Mons, ...

ESN organises guided tours to different cities – check out their site and Facebook page for more information.

A Youth Multi (for trains) is a 10-journey ticket for trains = €53
- You can use it as a single person or group
- Valid for 1 year.

Always check special weekend rates or rates for those under-26 years old.

National Rail = NMBS

www.belgiantrain.be/en
TRAVELLING IN EUROPE

Take into account the VUB Travel Policy

ID card or Visa:
Valid multiple entry visa type D
!! Check UK and multiple entry
!! Check Schengen Visa = travel in EU

FROM BRUSSELS TO
London: 2 hours
Paris: 1 hour 20 min.
Frankfurt: 3 hours
Amsterdam: 2 hours
TRAVELLING IN BELGIUM & EUROPE

Travelling in Belgium:

• Local measures against COVID-19 may vary between different regions in Belgium. Always check the current rules before travelling to different cities or regions:
• Face masks are obligatory on public transport in Belgium and outside in the whole of Brussels Capital Region
• In case of doubt: wear a face mask
  * The police can fine you for not wearing a mask/following the corona measures

Travelling in Europe:

• Always check the website of the Belgian government before travelling to another country:
• Follow the local measures against COVID-19 when abroad
• Follow the measures of the Belgian government when returning to Belgium
• Specific Brexit questions, can be found here: [https://www.vub.be/en/brexit#home](https://www.vub.be/en/brexit#home)
LIFE @ VUB
Put it on on the entire campus mask on indoors as well as outdoors.

1. Disinfect your hands.
2. Hold the mask by the elastic.
3. Place the elastic over your ears.
4. Make sure the mask covers your nose, mouth and chin. Wear it for max 8 hours.
5. Avoid touching it. If you do touch it, wash or disinfect your hands again.
HUMANITIES, SCIENCES & ENGINEERING CAMPUS + HEALTH CAMPUS JETTE

FACILITIES ON 2 MAIN CAMPUSES

• Library
• Bookshop
• ‘Crazy Copy’
• Sports facilities
• Computer rooms
• VUB Restaurant (other restaurants on campus)
• Medical facilities:
  • **Humanities, Sciences & Engineering Campus:** doctors
    • Mon-Fri: 08:00-17:00. Appointments online
    • Henri Schoofslaan 8. Tel: 02 897 19 50
    • Includes: dentist, physiotherapy, mental health care & gynaecology
  • **Health Campus Jette:** Group practice Patio
    • First appointment call 02/425 21 87
    • Bonaventurestraat 13, 1090 Jette
**Exchange student**

**Deadline 28 February 2021 (included)**

What to do?

Changes to learning agreement
- Log in to SOP Mobility online
- Under “During mobility”: Click here to let us know whether changes to learning agreement are needed or not
- Approvals
- Questions: exchange.incoming@vub.be

**Course registration done by faculty!**

More details in the Exchange Info Session (following this general info session)
Faculties will register courses for exchange students
- Possibility of registering your courses yourself through Student Self-Service
- A guide can be found on: student.vub.be/en/course-registration
- VUB starts 2nd semester in code red = courses online (except lab work)
- If face-to-face teaching is allowed again, some faculties will require physical attendance!

Student Site
SPORTS AT VUB

"Sportmix" card - 28 different sports (€24.50)

Swimming Pool

Outdoor track

Fit-o-meter (outdoor fitness facilities)

Competitions

BasicFit Gym
Sustainable development is a central goal of the university, with 4 green campuses.

Throughout the university and across Belgium, recycling is vital. The following rubbish bags are used across Belgium, colour-coded:

- Blue bags = all plastics, drinking cartons and cans
- White bags = general refuse
- Green bags = garden waste
- Yellow bags = paper and cardboard
- Orange bags = food waste (composting)
HUMANITIES, SCIENCES & ENGINEERING CAMPUS

LANGUAGE LEARNING

**Academic Language Centre (ACTO)**
English, Dutch, French, German, Italian, Spanish & Modern Greek

**Semper CVO**
Dutch, English, French, German, Italian, Spanish, Arabic, etc.

- Campus Etterbeek, Building D, room D1.33
- [www.cvosemper.be](http://www.cvosemper.be)
LANGUAGE COURSES @ ACTO

- ACTO = VUB’s very own Academic Language Centre

- We offer different language courses at various levels and organise language tests
OPEN COURSES WE OFFER IN THE 2ND SEMESTER

Academic English level 1, 2 and 5: in order to participate in one of the English courses, you first need to take a placement test in order to determine the most appropriate level for you. Register for the placement test online before Feb 9th!

- German A2 and B1
- Italian A1 and A2
- Medical French for health care providers

➤ Due to corona measures, all language courses take place online.

All information at https://www.vub.be/acto
Or you can email via acto@vub.be
VUB DEPARTMENTS
STUDENT WEBSITE

STUDENT INFORMATION - INFOPUNT

Building D, entrance hall
Pleinlaan 2, 1050 Brussels
Mon-Fri: 09:00-17:00
Tel: 02 2 629 2010
Email: info@vub.be

Student Website: How What Where?

Your email address
Your student card
Student Self-Service
Canvas
Office 365

Wifi: VUBnext & Eduroam
Academic Calendar & course timetable
VUB Restaurant & weekly menus.

STUDENT.VUB.BE/EN
The Study Guidance Centre offers:
• information,
• counselling and
• training to help you study more efficiently

Contact us any time for personal advice, and check going on in our free workshops

Contact our Meeting Points: guidance@vub.be

- Humanities, Sciences & Engineering Campus
  Building F - +32 2 629 23 06

- Health Campus
  ILRC, Building A (room A.053C) - +32 2 477 44 81

- Technology Campus
  By appointment - +32 2 629 23 06
VUB ON SOCIAL MEDIA

www.facebook.com/VUBInternationalRelations

@vubrussel
Q&A
ORIENTATION DAY 2021

THANK YOU FOR YOUR ATTENTION AND SEE YOU SOON!
ORIENTATION DAY 2021

WELCOME TO BRUSSELS. WELCOME TO VUB.

VRIJE UNIVERSITEIT BRUSSEL
Orientation Day 2021

Exchange Students
Info Session
Questions throughout the webinar

- Replies will be private or published (if relevant to all students)
Current State...

**I HAVE NO IDEA**

**WHAT I'M DOING**
Exchange Team

- **International Relations office – IRMO**
  - Ms. Eugenia Marchetti
  - Ms. Khaola Al Rifai
  - Mr. Eric Valck
  - Mr. Sander Verhoef

- Policy & organisation
- General assistance to students
- Contact with home university
- Certificates (Arrival & Departure, etc.)
- Pleinlaan 5, 1050 Brussels
- E: exchange.incoming@vub.be
Exchange Team

- **Education & Student Administration Office – OWSA**
  Ms. Gwen Van Der Smissen, Mr. Jeremy Herremans

- Administration for the Learning Agreements
- Transcript of Records
- Student Card (sent via post to physical address mentioned in earlier sent survey)
- Enrolment Certificate (sent electronically)
- Proof of Registration

- Pleinlaan 2, 1050 Brussels (C2.02)
- E: exchange.incoming@vub.be
Contact person

**OWSA**
- Learning Agreement: Administration
- VUB documents & other administration

**Faculty Secretary**
- Course schedules
- Lecture rooms
- Exam schedules
- Registration of courses

**Exchange Coordinator**
- Learning Agreement: Content
- Information about the content of courses
Changes to Learning Agreement in Mobility Online

1. Follow the courses
2. Inform your coordinator at your home university AND at VUB
3. Make the change in Mobility-online: **YES/ NO** + courses + FINAL

**Deadline: 28 February 2021 (included)**

4. VUB exchange coordinator to approve online (**after** deadline)
5. You can print your updated LA, get the signatures and upload it again
6. OWSA has a final check online
# Current status in Mobility Online

## Studies

### Before the mobility - Application and registration
- **Online registration**
  - 12.05.2021
  - Complete personal data

### Before mobility - Uploaded and pending documents
- **Passport photo uploaded**
  - 12.05.2021
  - Upload passport photos for the application
- **Valid ID card or passport uploaded**
  - 12.05.2021
  - Upload a copy of a valid ID card or passport
- **Health insurance uploaded**
  - 12.05.2021
  - Upload proof of health insurance
- **English language certificate uploaded**
  - 12.05.2021
  - Upload English language certificate
- **Motivation letter uploaded**
  - 23.05.2021
  - Upload letter of motivation
- **Transcript of records (TrR) before mobility uploaded**
  - 17.05.2021
  - Upload transcript of records before mobility
- **Other relevant documents uploaded**
- **Learning agreement (before mobility) approved by the VUB exchange coordinator**
  - 27.06.2021

### During mobility - Tasks to be completed during the mobility
- **Student has arrived in Brussels/Stay abroad started**
- **Changes to the learning agreement needed/not needed**

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![VUB logo](image)
# Current status in Mobility Online

- **Traineeships**

<table>
<thead>
<tr>
<th>Necessary steps</th>
<th>Done</th>
<th>Done on</th>
<th>Done by</th>
<th>Direct access via following link</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Before the mobility - Application and registration</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Online Registration</td>
<td>✓</td>
<td>29.05.2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Personal data completed</td>
<td>✓</td>
<td>19.05.2018</td>
<td></td>
<td>Complete personal data</td>
</tr>
<tr>
<td><strong>Before mobility - Upload and print documents</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Passport photo uploaded</td>
<td>✓</td>
<td>29.05.2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Valid ID card or passport uploaded</td>
<td>✓</td>
<td>29.05.2018</td>
<td></td>
<td>Upload a copy of a valid ID card or passport</td>
</tr>
<tr>
<td>Signed traineeship agreement uploaded</td>
<td>✓</td>
<td>20.05.2018</td>
<td></td>
<td>Upload the signed traineeship agreement</td>
</tr>
<tr>
<td>Health insurance uploaded</td>
<td>✓</td>
<td>29.05.2018</td>
<td></td>
<td>Upload proof of health insurance</td>
</tr>
<tr>
<td><strong>Before the mobility - Screening by host university</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Application formally checked and approved by the VUB</td>
<td>✓</td>
<td>01.06.2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>During mobility - Tasks to be completed during the mobility</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student has arrived in Brussels/Stay abroad started</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Changes to the learning agreement needed/not needed</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Changes to Learning Agreement

- IRMO first enters your arrival date (based on info in received survey reply)
- You can print your Certificate of Arrival and make changes to your Learning Agreement (only once!)

Deadline: 28 February 2021 (included)
Changes to Learning Agreement

- Indicated ‘Yes’?
  You will be able to edit courses again in the same pipeline used before for adding courses:

  Learning agreement (LA) courses at RECEIVING institution filled in
 Learning agreement (LA) courses at SENDING institution filled in
Learning agreement before mobility is complete

- Indicate changes are final
- Only possible once, so make sure the changes are final!
## Reasons for Changes

<table>
<thead>
<tr>
<th>Reasons for deleting a component</th>
<th>Reasons for adding a component</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Previously selected educational component is not available at the Receiving Institution</td>
<td>5. Substituting a deleted component</td>
</tr>
<tr>
<td>2. Component is in a different language than previously specified in the course catalogue</td>
<td>6. Extending the mobility period</td>
</tr>
<tr>
<td>3. Timetable conflict</td>
<td>7. Other (please specify)</td>
</tr>
<tr>
<td>4. Other (please specify)</td>
<td></td>
</tr>
</tbody>
</table>
VUB E-TOOLS

Do-it-yourself, but help available
After enrolment, create **NetID**
- Edit or PAM = **personal account manager**
- Login and password
- Activation of your **official email address**
- Wifi = **VUBnext**
Welcome to PAM, your Personal Account Manager

Request for the activation of a network identity (NetID)

Please fill in your administrative data to activate your NetID and e-mail address at the university.

Institution: VUB
Category: Student
Enrollment number: [Enter your enrollment number]
PIN-code/Numéro de lecteur: [Enter your PIN-code]
Date of birth: [Enter your date of birth]

Note: PIN-code/Numéro de lecteur is ONLY for Students of VUB and ULB and SOMT, ERAIME personnel and external visitors.
ULB students: Numéro de lecteur (this number can be found on the student card)
Ensurer personnel: PIN-code = Número de carte magnétique
Example: 44 mm yyyy; example 25 01 1966 = 25 January 1966

Sitemap - English - Français

©2017 PAM VUB/ULB Computing Centre
helpdesk@vub.ac.be
How to be informed!

- You will be notified by e-mail (first activate your webmail!) when ready for you:
  - first.last@vub.be as an official address (except ULB)
  - Office software: Word, Excel, Powerpoint, Outlook ...
  - Install software on 5 different computers
  - Use software online
  - Teams: chat and video chat
  - Collaboration: share documents with other students and co-work on them
  - Storage and back-up: 1 terrabyte
Student Self Service
DO-IT-YOURSELF ADMINISTRATION TOOL

- Course registration
  - only courses registered here are official
    (often staff has already registered them for you)

- Manage Personal Data
  - Name used on official documents
  - How you will be contacted by the university

- Tuition fee and invoice

- Consult exam results and transcript of records
Your courses
Automatically synchronised with Student Self Service
Course material and slides
Assignments
Announcements
Calendar
Inbox
How to be informed!
Exams

TOOLS YOU NEED FOR YOUR EXAMS

- **Check your exam schedule**
  on student.vub.be by clicking on the name of your faculty.

- Reserve your time slot for **oral exams**. You will get a notification in Canvas with the link.

- **Consult your grades** in the Student Self Service

- Need help with studying? Contact the **Study Guidance Center**.
1. You have to **inform yourself online**!
2. VUB has **many different tools**
3. Use **STUDENT.VUB.BE** as a **starting point**
   1. Homepage: access to all tools, news and events
   2. Services > ICT
      1. **What** do I need them for?
      2. **How** can I access them?
      3. **Where** can I get help?
4. How-to videos for all tools on **CANVAS** page
5. Questions or difficulties to get online: go to **student information**!
Exam Schedules

- Faculty or department secretary
- Oral & written exams
- Lab, papers, group work
- Start of classes (online) (08/02/2021)
- Bank holidays (05/05/2021, 13/05/2021, 24/05/2021)
- Start exams (Monday 31/05/2021 until 03/07/2021)
Transcript of Records

- **Student:** Consult grades directly in the Student SelfService

- **OWSA:** Uploads certified copy –for credit recognition- in Mobility-Online

→ Need a hard copy? Please mail to exchange.incoming@vub.be
Exchange Coordinators

- Economics & Management/Business Studies
- Political Sciences
- Sociology
- Communication Studies
- BA Social Sciences

Coordinator Internationalisation:

Mr. Jonas Loos  E: faces@vub.be
Ms. Astrid Slegten
<table>
<thead>
<tr>
<th>Department</th>
<th>Coordinator</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Languages</td>
<td>Prof. Ann Peeters</td>
<td><a href="mailto:Ann.Peeters@vub.be">Ann.Peeters@vub.be</a></td>
</tr>
<tr>
<td>Applied Linguistics</td>
<td>Mr. Arnout Horemans</td>
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Upcoming events

- Anything else? We’ll keep you posted via mail, Facebook & VUB student portal, ESN FB page...
Quiz time
Student Card & Certificate of Arrival!

- **Student card** is sent/will be sent to the physical (Belgian) address, based on your reply in the survey

- **Enrolment certificate** is sent electronically after having filled in the survey

- Having your own university’s **Arrival Certificate** signed
  - Send it to **exchange.incoming@vub.be**
  - Make sure as much information is already pre-filled!

- Having your own university’s **Learning Agreement** signed
  - Only possible by sending it via e-mail to **exchange.incoming@vub.be** (OWSA will sign if the content (courses chosen) are 100% identical to the LA in Mobility Online)

- Due to Covid-19, it’s not possible to physically come by our offices and have these documents signed
Q&A

Anonymous 1 23rd PM
another test
THANK YOU FOR YOUR ATTENTION AND SEE YOU SOON!

ORIENTATION DAY 2021