

# Presentation for exchange students

Student Welcome Day - Regine Coolen

## UFORA FOR STUDENTS

- Ufora for all students : interactive learning possible, for example by using video and the creation of personal learning paths.
- Availability of courses
- Two weeks before the start of the academic year, all courses will be accessible via <http://ufora.ugent.be>.

# UFORA: INFO FOR GUEST- AND EXCHANGE STUDENTS



INFOSITE Gast- en exchangestudenten facultei...



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

A background image of autumn trees with yellow and orange leaves, partially obscured by a light blue vertical bar on the left.

INFOSITE Gast- en exchangestudenten faculteit  
Wetenschappen

# STUDIES

# OASIS: YOUR CURRICULUM + CHANGES



## 'BEFORE MOBILITY'

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

STATUS = 'Approved'

-> at this point you can not make any changes yourself

## 'DURING MOBILITY'

For 'changes to your learning agreement' -> send me ([international@ugent.be](mailto:international@ugent.be)) an overview of 'deleted'/new courses' + course codes

STATUS = 'Proposal'

-> you will receive from me the template 'changes to the Learning agreement'

-> student takes action to have the template 'changes to the LA' signed by him/her an departmental coordinator

-> I will have it signed by the UGent departmental coordinator and upload the document in file 'documents

-> student uploads the document in Oasis, file documents

Final STATUS = 'Approved'

# OASIS: CHANGES



- First ask the approval of your home University to avoid more changes
- Check well in advance the 'course specifications' to see whether meet the requirements (see ECTS cards in the Study Guide)
- only 1 change is allowed!
- you have 2 weeks to do so (before Monday 8 October 2021). In case you need extra time -> contact me

# OASIS: DOCUMENTS



Upload:

- Signed template: learning agreement (UGent)
- Signed template: changes to the learning agreement (UGent)
- Other documents (own templates of learning agreements, certificates of arrival and departure, ...)
  
- Check in time whether your curriculum is correct (eg. course codes, ECTS, semester code, etc).

# OASIS: Prolongation of your stay as Exchange Student (student card)



If you want to prolong your stay at Ghent University as an exchange student you will need to present **3 documents**:

- Signed letter from your home university stating the period that you want to stay longer
- Signed letter from your professor in Ghent stating the period that you want to stay longer
- Copy of your health insurance (European Health Insurance Card or other insurance) valid in Belgium for the entire period of the prolongation

➤ Further steps: Bring/send the 3 documents to the Exchange Student Adviser

- ❖ After checking the forms he will change your file in the UGent-databases.  
Your student card will be valid for the prolonged period from the next day onwards.
- ❖ He/she will also give/send you a Letter of Prolongation.  
You can use this Letter to change your reservation in the UGent student residences.
- ❖ You will also receive a Letter from the Central Students' Administration by post on your address in Gent.  
You can use this letter to prolong your registration in the Foreigners' Registration Office of the City.



# CERTIFICATES OF STAY



- Certificates of stay (can be sent to [international@ugent.be](mailto:international@ugent.be))
- Will be signed electronically
- Can be uploaded in your exchange application (file 'documents')

## BACK HOME



- Certificate of Registration
- Transcript of Records
  
- Documents will NOT be sent automatically to your home University

Students will receive an e-mail 1 month before the end of the semester for information of home institution

# TRAINEESHIP AND RESEARCH

# 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

-> ECTS can be awarded on basis of inserted score by your UGent promotor

# UCT LANGUAGE COURSE

➤ Language courses can be added to your Learning Agreement:

➤ 3 credits for a Dutch language course

Dutch for exchange students

<http://www.ugent.be/lw/uct/en/courses/dutch-nt2>

➤ 3 or 4 credits for an English language course

<http://www.ugent.be/lw/uct/en/courses>

ECTS credits for language courses will NOT be included in the Transcript of Records of the faculty!

You will get a transcript or certificate from the UCT.

# STUDY EFFICIENCY

Maximizing study efficiency: Many tips & tricks and videos for you on the Ufora site [student@warmUGent](mailto:student@warmUGent)

## Preparing and planning

- Are you tired of wasting time at your desk?
- Tired of suddenly wondering after a whole day of studying 'What was it actually all about?'
- Do you like having enough spare time, without decreasing your chances of success and without feeling guilty?
- Do you want to decide how you can do this straight away?

<https://www.ugent.be/student/en/newstudent/studyefficiency.htm>

# GUIDE FOR NEW STUDENTS

- Getting prepared
- Download [the Welcome Guide](#) for an overview of all practical information on studying and staying in Ghent!

# SOCIAL SERVICES

- Health matters
- Educational matters
- Research matters
- Social and legal matters
- Financial matters
- ICT matters
- Repairs
- Emergency Centre

<https://www.ugent.be/en/facilities/support>



Regine Coolen and Anja Sandrap - International Relations Office (Exchange)

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

T +32 9 264 50 43

Mondays – Thursdays (absent on Fridays)  
by appointment

Krijgslaan 281 (Campus Sterre, S2, 3rd floor), 9000 Gent

[www.ugent.be](http://www.ugent.be)



[www.ugent.be](http://www.ugent.be)  
Ghent University  
@ugent

