Welcome meeting for international students

Prof. Pierre LAMBERT
Academic Mobility Coordinator, ULB-EPB, BRUXEL-04
comobepb@ulb.ac.be

Pauline De Pelsmacker
VUB
Pauline.De.Pelsmacker@vub.be

10 February 2020
<table>
<thead>
<tr>
<th></th>
<th>Erasmus+ and non-graduating at ULB</th>
<th>Double Degree ULB</th>
<th>Erasmus+ and non-graduating at VUB</th>
<th>Double Degree VUB</th>
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<tr>
<td>Administrative contact</td>
<td>Rose-Marie BRYNAERT</td>
<td></td>
<td>Pauline DE PELSMACKER</td>
<td></td>
<td>Prof. Jacques DE RUYCK</td>
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<td></td>
<td><a href="mailto:international.polytech@ulb.ac.be">international.polytech@ulb.ac.be</a></td>
<td></td>
<td><a href="mailto:pauline.de.pelsmacker@vub.be">pauline.de.pelsmacker@vub.be</a></td>
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<td><a href="mailto:jdruyck@vub.ac.be">jdruyck@vub.ac.be</a></td>
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<td></td>
<td>Tu 14:00-16:30</td>
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<td>Contact hours by appointment</td>
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<td>Academic contact</td>
<td>Prof. Pierre LAMBERT</td>
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<td>Prof. H. OTTEVAERE</td>
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<td>Prof. J. DE RUYCK</td>
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<td>Student cards</td>
<td>Rose-Marie BRYNAERT</td>
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<td>Student administration</td>
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<td><a href="mailto:studentadministration@vub.be">studentadministration@vub.be</a></td>
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<tr>
<td>Arrival documents</td>
<td>Rose-Marie BRYNAERT</td>
<td></td>
<td>International Relations and Mobility Office</td>
<td></td>
<td>Not applicable</td>
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<td><a href="mailto:exchange.incoming@vub.be">exchange.incoming@vub.be</a></td>
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<td>Departure documents</td>
<td>Rose-Marie BRYNAERT</td>
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<td>Learning agreement</td>
<td>ULB Master coordinator (next pages)</td>
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<td>VUB exchange coordinator (next pages)</td>
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ULB academic coordinators

- Help you to finalize your learning agreements (for Erasmus and substitution students)

<table>
<thead>
<tr>
<th>Study field</th>
<th>Master coordinator</th>
<th>Email</th>
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<tbody>
<tr>
<td>Architectural Eng.</td>
<td>Prof. Rika DEVOS</td>
<td><a href="mailto:ridevos@ulb.ac.be">ridevos@ulb.ac.be</a></td>
</tr>
<tr>
<td>Biomedical Eng.</td>
<td>Prof. Olivier DEBEIR</td>
<td><a href="mailto:odebeir@ulb.ac.be">odebeir@ulb.ac.be</a></td>
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<tr>
<td>Chemistry &amp; Materials Sciences</td>
<td>Prof. Michel VERBANCK</td>
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<tr>
<td>Civil Eng.</td>
<td>Prof. Pierre GERARD</td>
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<tr>
<td>Computer Sc. &amp; Eng.</td>
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<td><a href="mailto:Gauthier.lafruit@ulb.ac.be">Gauthier.lafruit@ulb.ac.be</a></td>
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<tr>
<td>Electromech. Eng.</td>
<td>Prof. Alessandro PARENTE</td>
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</tr>
<tr>
<td></td>
<td>Prof. Emmanuele GARONE</td>
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<tr>
<td>Electronics and Information Tech.</td>
<td>Prof. Dragomir MILOJEVIC</td>
<td><a href="mailto:Dragomir.milojevic@ulb.ac.be">Dragomir.milojevic@ulb.ac.be</a></td>
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<tr>
<td>Physical Eng.</td>
<td>Prof. Pascal KOCKAERT</td>
<td><a href="mailto:Pascal.Kockaert@ulb.ac.be">Pascal.Kockaert@ulb.ac.be</a></td>
</tr>
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ULB Erasmus and other non-graduating!
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<tr>
<td>Architectural Eng.</td>
<td>Prof. Lars De Laet</td>
<td><a href="mailto:Lars.de.laet@vub.be">Lars.de.laet@vub.be</a> +32 2 629 28 30</td>
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<tr>
<td>Biomedical Eng.</td>
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<tr>
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</tr>
<tr>
<td>Civil Eng.</td>
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</tr>
<tr>
<td>Applied Computer Sc. &amp; Eng.</td>
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<tr>
<td>Photonics</td>
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<tr>
<td>Engineering Technology</td>
<td>Prof. Kris Steenhaut</td>
<td><a href="mailto:Kris.Steenhaut@vub.be">Kris.Steenhaut@vub.be</a> +32 2 629 29 77</td>
</tr>
<tr>
<td>Physical Land Resource</td>
<td>Prof. Marijke Huysmans</td>
<td><a href="mailto:Marijke.Huysmans@vub.be">Marijke.Huysmans@vub.be</a> +32 2 629 30 39</td>
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What next?

• Accomodation and any other practical information
• Program and Final learning agreement
• Timetable and campus navigation
• Course materials
• Language classes
• Examinations
• Leaving Brussels
• Get help and have fun
Accommodation and any other practical info

- https://www.ulb.be/fr/venir-a-l-ulb/informations-pratiques
Program

How to read the course ID (= « mnémonique »)?

CHIM-H315

« Field » of the course

Faculty to which the course is associated:
- H: ULB - EPB
- Y: VUB – Faculty of Engineering
- F: ULB – Faculty of Sciences
- S: ULB – Business School

Study year
- 1 – BA1
- 2 – BA2
- 3 – BA3
- 4 – MA1
- 5 – MA2
Final Learning Agreement

1. From the provisional LA to the final one: update according to schedules and course programs.
2. To be started immediately with your master coordinators:
   1. Monday 10\textsuperscript{th} Feb at 13:00: first meeting for biomedical, civil, computer science engineering and physics engineering
   2. Tuesday 11\textsuperscript{th} Feb at 12:00: architectural, electrical, electromechanics and chemical engineering
3. To be signed by your master coordinator
4. To be signed by your home coordinator
5. To be given to Rose-Marie Brynaert within 3 weeks.
6. Includes the official list of courses that you have to follow at ULB and which defines the TRANSCRIPT of RECORDS that will be transmitted to your home University! MonULB will then be encoded with your courses: check that the list is correct!
7. The final LA is ...final! No modification allowed anymore for Q2.
Final Learning Agreement: rules

• Rule 1: **at least 21** credits for each term
• Rule 2: **at least 60%** of the credits taken in the following programs:
  • 120 credits masters
    - Biomedical Engineering, https://www.ulb.be/fr/programme/ma-ircb
  • 60 credits masters
    - Transportation and logisticshttps://www.ulb.be/fr/programme/ms-mstl
  • 180 credits bachelors
    - Bachelor in engineering sciences, https://www.ulb.be/fr/programme/ba-irci
Final Learning Agreement: rules

• Rule 3 (prior permission):
  
  • The selection of courses specific to the 60 credits masters mentioned in Rule 2 requires the prior agreement of the contact person mentioned here after:
    - Nuclear engineering, https://www.ulb.be/fr/programme/ms-nuap: Pascal.Kockaert@ulb.ac.be (related to Physical Engineering);
    - Master in heritage, conservation and restoration, https://www.ulb.be/en/programme/ms-gepc: comobepb@ulb.ac.be;
    - Nanotechnology, https://www.ulb.be/fr/programme/ms-nate: gbruylan@ulb.ac.be (related to the master in chemical and materials engineering);
    - Transportation and logistics, https://www.ulb.be/fr/programme/ms-mstl: ciem@ulb.ac.be (related to the master of management in electromechanical engineering);
    - Sustainable Urban Design and Regional Planning, https://www.ulb.be/fr/programme/ms-urde: piergera@ulb.ac.be (related to the master in civil engineering).
  
  • Any other course than those mentioned in Rule 2 can be selected, with a prior agreement of the Professor in charge (up to the student to get this agreement). EIB courses (Ecole Interfacultaire de Bio-ingénieurs) fall in this category.
  
  • These permissions will be pdf printed and added to the learning agreement file.
Final Learning Agreement: rules

• Rule 4 (majority): for master students, a majority of the courses must be selected in one of the eight 120 credits masters in engineering:
  - Biomedical Engineering, https://www.ulb.be/fr/programme/ma-ircb

• Rule 5 (shared courses): when a course is shared by EPB and other faculties/schools, the number of credits in the curriculum of the EPB applies

• Rule 6 (no internship): the internships STAG-H401 and STAG-H402 are not allowed

• Rule 7 (projects limitation): the courses PROJ-H-418 (Team leader project) and PROJ-H-417 (development cooperation project) are not allowed
Final Learning Agreement: rules

• Rule 8 (master thesis):
  - students who wish to carry out a master thesis at ULB must contact a supervising professor of EPB and get his/her formal supervision commitment (letter or email) as well as a provisional master thesis title prior to applying. The list of current master thesis’ proposals can be found at: https://polytech.ulb.be/fr/les-etudes/masters/subjects-of-master-s-thesis. The master thesis title and the supervisor commitment will be added to the learning agreement file.
Campus navigation

Campus:
S = Solbosch
P = Plaine
VUB = VUB
E = Erasme

Building
Floor
Room

Timetables
http://splus.cumulus.vub.ac.be:1184/2evenjr/studsetIR_IR_evenjr.html
https://gehol.ulb.ac.be/gehol/Vue/Accueil.php
Timetables

• [https://gehol.ulb.ac.be/gehol/Vue/Accueil.php](https://gehol.ulb.ac.be/gehol/Vue/Accueil.php)

• In case of overlap:
  • Is it a true overlap?
    • encoding error: check with Rose-Marie Brynaert
    • Exercises overlap: there might be more than one series: check with the Professor
  • Lectures overlap:
    • Check with the Professor: sometimes, they change the timetable
Course materials

• Digital platforms
  • https://uv.ulb.ac.be/login2/index.php
  • https://student.vub.be/en/specific-info-for-guest-students#application
Language classes

• https://www.ulb.be/fr/se-former/cours-de-francais-langue-etrangere
Examinations

• Grades from 0 to 20, passing grade: 10/20
• Only 1 session per quadrimester:
  • Q1 -> January
  • Q2 -> June
• Second session in August
  • Registration is mandatory
  • Back to your home university? Discuss it ahead with the Professor
Leaving Brussels

• Check your grades
• Contact Rose-Marie Brynaert
Get help and have fun

- Useful information:
  - https://www.ulb.be/fr/venir-a-l-ulb/informations-pratiques

- Service de mobilité étudiante:

- Cercle polytechnique:
  - www.cerclepolytechnique.be

- Bureau des Etudiants de Polytechnique:
  - https://www.facebook.com/bepolytech/
  - db.erasmus@bepolytech.be

- Express Erasmus
  - https://www.erasmus-brussels.org/

- ESN = Exchange Students Network
  - https://esnbelgium.org/

- Events
  - BEP Welcome drink: Today, Feb 10th at 14:00 in UB1.149