



Vesalius College vzw
Pleinlaan 2
B-1050 Brussels
Tel.: +32-2-629.28.21
Fax: +32-2-629.36.37

Study Abroad Registration Form

Academic year: _____ Semester: Fall Spring Summer

Sponsoring institution: _____

Home institution (if different): _____

Major: _____

I am interested in applying for an internship: yes no

Student information: Vesalius Student N°: **will be filled in later** Place of Birth: _____
Family Name: _____ Date of Birth (dd/mm/yy): _____
First Name(s): _____ Sex: male female
Nationality: _____

Address in Belgium (to be filled in upon your arrival in Belgium):

All correspondence will be sent to this address. It is your responsibility to notify us in writing of any changes.

Street and N°: _____

City + postal code: _____

Tel. N°: _____ Mobile phone : _____

Important points for course selection and registration:

Maximum and Minimum course load:

- The maximum course load you may take is 4 or 5 courses, equivalent to 24-30 ECTS (or, 12-15 U.S. credits)
- The minimum course load you may take is determined by your home institution or study abroad group.

Course Selection:

- Please select your courses using the updated on-line Proposed Course Schedule. Please verify that there are no conflicts in your schedule.
- **In order of preference**, please list the courses you wish to take at Vesalius College.
- You may select up to **8 courses**. You should select a maximum number of courses to ensure that you have "fall back" options in case a course is full.
- In the course code column, please be sure that you include the letter "E" after the course code number (e.g. POL333E).
- We shall register you for the top 5 courses selected.
 - CIEE students will be registered for their top 4 courses.
 - EPA students will be registered for their top 2 courses.
- If a course is full, you will be registered for the next course down the list. If the 'full' course you selected was one of your first 3 choices, you will also be put on the waiting list for that course.
- In the case of a scheduling conflict between two courses, you will be registered for the first of the 2 conflicting courses on your list.

Foreign language courses:

- List your foreign language course choices just as you do for all other courses.
- Please be advised that, unless you have listed LFR101E (no prior knowledge of French) or LDU101E (no prior knowledge of Dutch), we will not automatically register you for your chosen language class. Instead, you will be required to take the Language Placement Test organized during Orientation and then add the language course corresponding to the level at which you are placed by filling out a **Drop/Add Form**.

Internship Course:

- ****Important:** If you are interested in taking the internship course, please clearly mark the box labeled "yes" at the top of this form after the statement "I am interested in applying for an internship".
- Since internships are not guaranteed and are subject to candidate selection by the sponsors via CV and cover letter review and personal interview (during orientation week), students may **NOT** pre-register for this course.
- If you are selected by a sponsor and accept the job offer, you may then register for the internship course by filling out a **Drop/Add form**. If you are already registered for a full course load by this point, you will have to drop another course to allow room in your schedule for the internship.

Please return the completed form directly to Caroline Van Ongevalle (cvongeva@vub.ac.be)

Student information: Vesalius Student N°: _____
Family Name: _____ First Name(s): _____

Course Selection:

<u>Course Code</u>	<u>Course Title</u>	<u>Advisor's initials</u>	<u>Computer input</u>
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

Advisor's Name and Signature:

Date (dd/mm/yy)

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