



Study Abroad Registration Form

Academic year: **2011-2012**

Semester: **SUMMER**

Sponsoring institution:

Home institution (if different):

Major:

I am interested in applying for an internship: yes no

Vesalius College vzw
Pleinlaan 2
B-1050 Brussels
Tel.: +32-2-614.81.70
Fax: +32-2-614.80.10

Student information:

Vesalius Student N°:

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:

- The maximum course load you may take is 2 courses

Course Selection:

- 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 2 courses. You should select a maximum number of 4 courses to ensure that you have "fall back" options in case a course is full.
- We shall register you for the top 2 courses selected.
- 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 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.

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, 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)

Course Selection:

<u>Course Code</u>	<u>Course Title</u>	<u>Advisor's initials</u>	<u>Computer input</u>
1.			
2.			
<u>Alternative courses</u>			
1.			
2.			

Advisor's Name and Signature:

Date (dd/mm/yy)

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Tuition
Service Fee
Student Government Fee
Deferred payment Fee
Late Registration Fee
Lab Fee
TOTAL TO PAY

I, the undersigned, accept that I am responsible for payment of tuition and fees, based on the courses selected above.

Signature Date

Billing Address *All invoices will be sent to this address. It is your responsibility to notify us in writing of any changes.*

(If not same as official) Name

Relationship: Parent / Guardian / other:

Street N°

City Zip code

Tel. N° Mobile phone n°

Email

Can we provide information on financial obligations to the person named above? Yes No

I, the undersigned, have read the information above on my financial obligation and also understand that if I withdraw from the College I must inform the Registrar in writing. I am aware that I shall incur administrative costs of €75 if I do this before the start of the semester. If I withdraw after the semester has begun I must pay a percentage of the tuition costs and fees depending on the week of withdrawal.

Signature Date