## GO ABROAD!
### AS PART OF YOUR VUB PROGRAMME
### EXCHANGE FOR STUDIES OR INTERNSHIPS

#### Where?
- Depends on faculty, study programme, purpose of stay abroad, level of study, scholarship programme. See programme pages online
- VUB has grants for mobility inside/outside Europe, each with specific requirements and criteria

#### Exchange application at Faculty
- Attend faculty info session on opportunities (Oct-Dec)
- Apply for exchange at Faculty (criteria: study progress, motivation, language proficiency, destination, etc.)
- Support from Exchange Coordinator
- Application period: December-mid-February

#### Faculty Nomination
- Faculty shares selection results & nominates to VUB International Relations office (IRM)

#### VUB Online Exchange Registration
- Complete online VUB registration received from IRMO
- As of 15 March

#### Learning Agreement (LA) 'before mobility'
- Draft LA with Exchange Coordinator who approves it
- Get LA approved by host institution/organisation
- Period: March-June

#### Application at host institution/organisation
- IRMO nominates you to host institution (except for traineeships)
- Apply at host institution + check their requirements & admissions
- Period: March-June

#### Take off exchange info session at VUB
- Info session to prepare for exchange
- Beginning May

#### Official approval exchange
- Faculty approves exchange based on exam result. Criteria set by them.
- Host institution needs to approve too
- Period: July/September (after exams)

#### Those with scholarship
- Grant administration is sent to eligible students

#### Start your exchange
- Re-enroll at VUB
- Register at host institution

#### Changes to LA 'during mobility'
- One time changes to LA upon arrival

#### Prolongation Exchange
- Depending on the study programme/faculty regulations

#### End of Exchange
- Recognition of mobility + grade conversion by faculty
- Attend welcome back session + share your experience!