You are a VUB student?

Yes

Do you apply for a 10 ECTS internship?

Yes

VUB – 10 ECTS internship procedure

1. Fill in step 1 on website link
2. Get approval emails from Cédric Boey and the academic supervisor (you can ask the professor of your choice)
3. Fill in step 2 on website link
4. Get signature from the company and you (no need to get signature from Cédric Boey)
5. Send the agreement to ir-internships@vub.be
6. Fill in the « declaration form » on website link

No further administrative action is required. Agreement will be sent to all parties by BRUFACE staff.

No

Do you apply for a 10 ECTS internship?

Yes

ULB – 10 ECTS internship procedure

1. Fill in internship agreement (available on université virtuelle or EPB website)
2. Get agreement signed by: company / you / your supervisor (you can ask the professor of your choice)
3. Upload internship agreement website link (« Submit an internship and declaration form » tab)
4. Fill in the « declaration form » on université virtuelle

No

VUB – 6 ECTS internship procedure

1. Fill in step 1 on website link
2. Get approval email from VUB academic coordinator (and academic supervisor if different from the VUB academic coordinator)
3. Fill step 2 on website link
4. Get signature from the company and you
5. Send the agreement to ir-internships@vub.be
6. Fill in the « declaration form » on website link

ULB – 6 ECTS internship procedure

1. Fill in internship agreement website link
2. Get agreement signed by: company / you / your VUB academic coordinator
3. Upload internship agreement on website link (« Submit an internship and declaration form » tab)
4. Fill in the « declaration form » on université virtuelle

website link2: https://uv.ulb.ac.be/enrol/index.php?id=111529