ORIENTATION DAYS 2023
WELCOME TO BRUSSELS. WELCOME TO VUB
INTERNATIONAL RELATIONS OFFICE

WHO IS WHO & WHAT WE DO

➢ International project management
➢ International student support
➢ Going abroad: studies, internships, volunteering
➢ International initiatives by students
➢ Development cooperation
➢ International recruitment, marketing & comms

INTERNATIONAL RELATIONS OFFICE

CONTACT US

General Questions:

<table>
<thead>
<tr>
<th></th>
<th>MORNING</th>
<th>AFTERNOON</th>
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<tbody>
<tr>
<td>MON</td>
<td>10h00 – 12h30</td>
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<td>WED</td>
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<td>FRI</td>
<td>10h00 – 12h30</td>
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Specific Questions:

- Book meeting with a staff member
- Pleinlaan 5; 1050 Brussels
- International.relations@vub.be
- +32 (0)2 614 81 01
VUB STUDENT ORGANISATIONS

- **Student representation**
  - Student Council
  - International Student Platform (ISP)

- **Student organisations:**
  - ESN
  - BSG
  - And many more...
AGENDA

- VUB student organisations & guest organisations
- International Relations office
- Life in Brussels
- Life at VUB
STUDENT COUNCIL

WHO ARE WE?

• 20 motivated students
• Different views, opinions and interests
• Represent the student voice
• Policy and rules of the VUB
• Faculty representatives

STUDENT COUNCIL

HOW CAN YOU CONTACT US?

• Questions, ideas or remarks
• Join us or ISP
• Facebook: Studentenraad VUB
• Mail: studentenraad.stuvoraad@vub.be
• Instagram: studentenraadvub
• Find us on vub.be/en, 'student council'
ISP – WHAT WE DO

Extension of the VUB Student Council, but work exclusively for international students at VUB, their rights, concerns and issues.

Practically that means, we:

- attend student council meetings
- discuss university policy and well-being of students
- organise conferences on various topics
- host events relevant or helpful for international students at the VUB

➢ DEADLINE: 05 OCTOBER 2023
Who are we?

Buddy system

ESNcard

ESN VUB EhB Brussels
CONTACT US

esnbxl@gmail.com

ESN VUB EhB Brussels - Erasmus Student Network

esn_vubehbxl

group chat

QR Code
Let your journey abroad begin with ESN!
Why should you do it?
► Join an international environment
► Improve your language skills
► Improve your intercultural skills
► Meet people from all over the world

Do you want to get a superhero?
Register using the link below for ESN VUB EhB Brussels and we will get back to you with your superhero!
Also keep an eye on our FB page for more info regarding the buddy system.

https://buddysystem.eu/en
Get your ESNcard

Become Part of The Erasmus Generation

ESN
Erasmus Student Network
VUB EhB Brussels
What is Bon and what do we do?

- Brussels integration agency for newcomers, including students!
- Helping you to feel at home in Brussels
- Courses about daily life in Belgium
- Information about residency status and options after university
- Introduction to Dutch language
- Individual coaching
- Recognition of foreign diplomas
Our offer to international students

• Programme adapted to your interests and needs as students – starting in October
• Practical information to get the most out of your life in Belgium
• Social opportunities, networking and wellbeing
• Professional life
  ▶ Student status and work
  ▶ Staying in Belgium after you graduate and longer-term
  ▶ Dutch language – opportunities for work in Flanders
  ▶ Diploma recognition
Want to know more?

jane.zacharzewski@integratie-inburgering.be

www.bon.be 02 701 73 80
LIFE AT VUB
OVERVIEW VUB

1830
° Belgium

1834
* ULB, University in Brussels, French spoken

1963
All ULB faculties offer courses in Dutch

1970
* VUB independent, with full programmes in Dutch

2011
* Brussels University Alliance (VUB-ULB)

2019
Start European University EUTOPIA

Rector:
Prof. dr. Jan Danckaert
OVERVIEW VUB

8 FACULTIES

- Social Sciences & Solvay Business School (ES)
- Law & Criminology (RC)
- Psychology & Educational Sciences (PE)
- Languages & Humanities (LW)
- Science & Bio-engineering Sciences (WE)
- Medicine & Pharmacy (GF)
- Engineering (IR)
- Physical Education & Physiotherapy (LK)
Food on campus:
- Restaurant: Warm meal 6.3 €
- Opinio
- Pilar
- Complex

Sports facilities
LIFE AT VUB
SPORTS AT VUB

- "Sportmix" card - 28 different sports (€ 30.5)
  => blended offer online/on campus sports
- Swimming Pool
- Competitions
- BasicFit Gym
- Find a Sports buddy via VUB sport app
Medical facilities:

**Humanities, Sciences & Engineering Campus**: doctors
- Mon-Fri: 08:00-17:00. Appointments online
- Henri Schoofslaan 8. Tel: 02 897 19 50
- Includes: dentist, general practice & gynaecology

**Health Campus Jette**: Group practice Patio
- First appointment call 02/425 21 87
- Bonaventurestraat 13, 1090 Jette
LIFE AT VUB

FACILITIES ON CAMPUS

- Library
- Bookshop
- Crazy Copy Center
- Computer rooms
Exchange student

Deadline 15 October (included)

What to do?

Changes to learning agreement
• Log in to SOP Mobility online
• Under “During mobility”: Click here to let us know whether changes to learning agreement are needed or not
• Approvals
• Questions: exchange.incoming@vub.be

Course registration done by faculty

Info session for exchange students:
Thursday 21 September 15.00

Full Degree student

Course registration deadline: 15 October.

What to do?

• Make sure you enrol on time. If you have received acceptance email, make appointment to enrol.
• Register your courses through Student Self-Service
• A guide can be found on: student.vub.be/en/course-registration
**Academic Language Centre (ACTO)**
English, German, Italian & Modern Greek

- Campus Etterbeek, Building B (room B2.14)
- Search 'ACTO' on vub.be/en
- Register before 2 October

**Semper CVO**
Dutch, English, French, German, Italian, Spanish, Arabic, etc.

- Campus Etterbeek, Building D, room D1.33
- www.cvosemper.be
- Courses start around mid-September
Practice your language skills with fellow learners and native speakers while having lunch in the VUB Restaurant (campus Etterbeek, downstairs, international corner)

<table>
<thead>
<tr>
<th>Language</th>
<th>Day</th>
<th>Time</th>
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<tbody>
<tr>
<td>Nederlandse tafel</td>
<td>dinsdag</td>
<td>12:00-13:00</td>
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<tr>
<td>Rincón español</td>
<td>miercoles</td>
<td>12:00-13:00</td>
</tr>
<tr>
<td>Deutscher Stammtisch</td>
<td>mittwochs</td>
<td>12:00-13:00</td>
</tr>
<tr>
<td>English table</td>
<td>Wednesday</td>
<td>13:00-14:00</td>
</tr>
<tr>
<td>Table française</td>
<td>jeudi</td>
<td>12:00-13:00</td>
</tr>
<tr>
<td>Tavola italiana*</td>
<td>giovedì</td>
<td>14:00-15:00</td>
</tr>
</tbody>
</table>

* in the cafeteria
Building D, entrance hall
Pleinlaan 2, 1050 Brussels
Mon-Fri: 09:00-17:00
(18:00 during the first 3 weeks of academic year)
Tel: 02 2 629 2010
Email: info@vub.be

**Student portal: How What Where?**

- Your email address
- Your student card
- Student Self-Service
- Canvas
- Office 365

- Wifi: VUBnext & Eduroam
- Academic Calendar & course timetable
- VUB Restaurant & weekly menus.

[https://wearestudent.vub.be/](https://wearestudent.vub.be/)
**STARTING POINT**

- **When?**
  - September 13 until October 13
  - Monday until Friday from 12.30 PM – 5 PM

- **Who?**
  - 5 different departments involved
  - Student administration
  - Study guidance
  - ICT
  - International Relations Office
  - Student Information
The Study Guidance Centre offers:
- information,
- counselling and
- training to help you study more efficiently

Contact us any time for personal advice, and check out our free workshops

Contact our Meeting Points: guidance@vub.be

- **Humanities, Sciences & Engineering Campus**
  Building F - +32 2 629 23 06

- **Health Campus**
  ILRC, Building A (room A.053C) - +32 2 477 44 81

- **Technology Campus**
  By appointment - +32 2 629 23 06
• Report inappropriate behaviour
• Prevent an escalation
• Stop other people’s unwanted behaviour
• Get the support you want

➢ Confidentiality is guaranteed
➢ **YOU** determine which behaviour is unacceptable
➢ Report it! No procedures started without express permission by person who filed the report
➢ Report it! ⇒ professional secrecy

report via email:
reportit@vub.be
LIVING IN BRUSSELS
ADMINISTRATION IN BRUSSELS

HOUSING – TRUSTED SOURCES

- VUB Campus rooms or in private sector
  - For private sector: contact Brik
  - For rooms on campus? Contact Student Housing

- Short stay/semester/year

- Rents:
  - Student room on average €500
  - Studio on average €700

= Brussel en Ik (meaning, ‘me’)
ADMINISTRATION IN BRUSSELS

HOUSING – PRIVATE SECTOR

ESN suggestions:

- http://www.esnvubehb.org/finding-accommodation-brussels

Facebook:

- Marketplace
- https://www.facebook.com/groups/vubinternationalstudents
- https://www.facebook.com/groups/272541584183628
- https://www.facebook.com/groups/1527847924095974
- https://www.facebook.com/groups/696622514244371
- https://www.facebook.com/groups/forrent.furnished.stgilles.ixelles
- https://www.facebook.com/groups/BRUSSELSFORRENT
- https://www.facebook.com/groups/568011983720658
- https://www.facebook.com/groups/roomsforrentinbrussels
- https://www.facebook.com/groups/1952601251669075
- https://www.facebook.com/groups/BXLaLOUER
- https://www.facebook.com/groups/1028033193935917

Websites for housing:

- https://www.nestpick.com/brussels/
- https://housinganywhere.com/s/Brussels--Belgium
- https://www.spotahome.com

• Watch out for scams
• Ask about domiciliation
• Be careful with utilities
Contract!

- How to end the contract?
- Sublet?
- All costs (water, gas, internet, electricity, etc.) included?
- Deposit? On secured account or not?
- Registration for residence permit possible?
- Fire insurance?
- Third-party liability?

Check our website for more information
## Administration in Brussels

### Registration at Town Hall

<table>
<thead>
<tr>
<th>EU</th>
<th>Non-EU</th>
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<tbody>
<tr>
<td><strong>Short-type residence (max. 3 months)</strong></td>
<td></td>
</tr>
<tr>
<td>No registration required</td>
<td>Report to District Town Hall (‘Commune’) for ‘Declaration of Arrival’ (annex 3) within 8 days of arrival after finding temporary accommodation other than hotel, youth hostel (family &amp; friends)</td>
</tr>
</tbody>
</table>

| **Long-type residence** | |
|-------------------------| |
| • Report to District Town Hall (‘Commune’) for ‘Inscription Request’ (annex 15 with mention of national register number) after signing long term rental agreement | |
| • Non-EU: Annex 15 can then, for example, be used for opening bank account or you can open an online bank account with Wise, Revolut, Hello Bank... | |
| • ID-card compulsory for students with stay +90 days | |

= 19 districts in Brussels

→ ID card valid for duration of academic programme & for duration of funding for studies

* Non-exhaustive overview. You are responsible to check with your town hall.
ADMINISTRATION IN BRUSSELS

Registration of a foreigner (card application)

You are a foreign citizen (non-Belgian) and you wish to establish your residence in the city of Brussels? Then you must present yourself for registration at the municipal administration of the City of Brussels within 8 days following your arrival in Belgium.

Stay of Ukrainians in Belgium
Stay of Russians in Belgium

Please check the exact municipality of your place of residence. The postal codes of the City of Brussels are: 1000, 1020, 1120 and 1130. Please note: certain addresses in 1050 (1051) and 1040 (1041) are also located in the City of Brussels.

For certain categories of foreigners, a proof of payment of a federal tax (fee) is required. More info: Immigration Office.

EU citizen
EU citizen family
Non-EU citizen
International protection (asylum)
Links and information

e.g. from the website of the Town Hall of Brussels 1000
**ADMINISTRATION IN BRUSSELS**

**REGISTRATION AT TOWN HALL**

**Required documents**

- Rental contract
- National ID/Passport with type D visa
- Registration certificate (standard form) from VUB for minimum 54 credits
- Proof of Health Insurance *upon extension* of the Belgian ID card
- For non-EU citizens: Proof of Solvency (scholarship, blocked account or annex 32 (= guarantorship procedure))

Sometimes also: birth certificate, civil status certificate, or certificate of good conduct

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Appointment @ Foreigners Department  
Local Police Check  
Belgian ID-card  
Can take 2-6 months!

There can be different procedures depending on the Brussels District

* Non-exhaustive overview. You are responsible to check with your town hall.
Every person living in Belgium is advised to register with a national health insurance provider. With a national health insurance you will benefit from reimbursements:

- ±70% general care
- 100% for critical diseases

**PARTENAMUT OFFICE**

- National health insurance
- Multinational, assistance and advice
- Communication in English
- Specialised in student matters

**Partenamut office VUB**

Pleinlaan 5 (International Relations Office)

**Tuesday & Thursday:**

10:00-12:30 + 13:30-16:00
In Case of Emergency

EU EMERGENCY NUMBER 112

POLICE 101

Campus Security:

02 629 11 11
In Case of Emergency – Contact
Discover Brussels with a greeter: volunteer guide

News/Newsletters:
- Agenda (agenda.brussels/en/newsletter)
- Be expat be brussels » email europe@visit.brussels
- Bruzz.be

EYCA card

VISITBRUSSELS: https://visit.brussels/en
- @ BIP – Place Royale
- @ City Hall – Grand Place
- @ Station Europe – Place Luxembourg
MIVB/STIB = public transport system in Brussels covering metro, tram, bus, and train (optionally, Brupass XL).

5 MIVB/STIB ‘Bootiks’

- Student yearly pass = €12 (until age 24)
  - VUB certificate MIVB/STIB needed
- Monthly pass, 10-trip cards
- STIB-MIVB PRRB 12MTH (Partena)
- Tickets at MIVB machines for single tickets or day passes.

⚠️ Driving tip: Trams in Belgium always get priority

Night buses are only in weekends!
LIVING IN BRUSSELS

TRAVEL IN BELGIUM

• **ESN** organises guided tours to different cities – check out their site & Facebook page for more information

• A **Youth Multi** (for trains) is a 10-journey ticket for trains = €53
  • You can use it as a single person or group
  • Valid for 1 year.

Always check special weekend rates or rates for those under-26 years old.

TRAVEL IN EUROPE

**ID card or Visa:**
Valid multiple entry visa type D

!! Check UK and multiple entry
!! Check Schengen Visa = travel in EU
Sustainable development is a central goal of the university, with 4 green campuses.

Throughout the university and across Brussels, recycling is vital. The following rubbish bags are used across Brussels, colour-coded:

- Blue bags = plastics, drinking cartons and cans
- White bags = general refuse
- Green bags = garden waste
- Yellow bags = paper and cardboard
- Orange bags = food waste (composting)
- Collection point: glass, clothes, oil,…

*Please note that student accommodations might have different rules.
For exchange students only: an exchange info session – Thursday 21 Sept, 15:00-17:00

Faculty welcome sessions 20 Sept or 21 Sept, followed by the campus tour

Explore Brussels (self-guided walking tour)

Exchange students campus tours – Thursday 22 Sept, 14:00-15:00

“Help! I’m confused, they only speak chocolate and waffle” – Thursday 22 Sept, 17:00-18:30

Kick-off Jette (25 Sept), and Kick-off Etterbeek campus, Thursday 5 Oct, afternoon

Go Abroad Fair, Thursday 19 Oct (incl. info session), 10:00-16:00

Go Abroad info session webinar, Friday 20 Oct 12:00-13:00

Go Abroad Café, 29 November from 12:00
COMMUNICATION WITH STUDENTS

You're go-to source for all info is the Student Portal

https://wearestudent.vub.be

There is a **student newsletter** sent to your VUB email address every other week.

**CANVAS** is where you'll find all the communication from your programme/faculty.
VUB ON SOCIAL MEDIA IN ENGLISH

www.facebook.com/VUBrussel (Mostly in Dutch, sometimes in English)
www.facebook.com/VUBInternationalRelations (English only)

@vubrussel (both languages)
International Relations Office

- Health insurance
- Town hall questions
- Exchange-related questions
- Blocked accounts

Student Administration (OWSA)

- Processing of your application
- Attestations

Faculty

- Academic-related questions

Student Info-point

- General VUB questions
- How to find something on campus/website