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 link¹
2. Get approval emails from Cédric Boey and the academic supervisor (you can ask the VUB or ULB professor (no post-doc or doctoral researcher) of your choice)
3. Fill in step 2 on website link¹
4. DocuSign electronic signature (company, you, academic in charge of the general coordination)
5. Fill in the « declaration form » on université virtuelle

VUB – 6 ECTS internship procedure

1. Fill in step 1 on website link¹
2. Get approval email from VUB academic coordinator (and academic supervisor if different from the VUB academic coordinator)
3. Fill step 2 on website link¹
4. DocuSign electronic signature (company, you, academic coordinator, academic in charge of the general coordination)

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 on université virtuelle (« Submit an internship and declaration form » tab)
4. Fill in the « declaration form » on université virtuelle

ULB – 6 ECTS internship procedure

1. Fill in step 1 on website link¹
2. Fill internship agreement on université virtuelle
3. Get ULB agreement signed by: company / you / your VUB academic coordinator
4. Upload internship agreement on université virtuelle (« Submit an internship and declaration form » tab)

If the enrolment requirements are not met at the end of the first session deliberation, internship contract and internship itself are cancelled.