



**On- én offline:**  
altijd verbonden  
in academiejaar  
2020-21.

**#UGENTOPENT**

# WELCOME DAY

# WELCOME

Prof. Hennie De Schepper – director of studies

# OMBUDS SERVICES

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Prof. Marie-Françoise Reyniers

# OMBUDSPERSONS FOR STUDENTS

- prof. dr. Marie-Françoise Reyniers
- prof. Bart Verschaffel

# WHO?

Prof. Marie-Françoise Reyniers

Department of Department of Materials, Textiles  
and Chemical Engineering



Technologiepark Zwijnaarde 125

9052 Zwijnaarde

t: 09 331 17 35

e: MarieFrancoise.Reyniers@UGent.be

# WIE?

Prof. Bart Verschaffel

Vakgroep Architecture and Urban Planning

Jozef Plateaustraet 22

9000 Gent

t: 09 264 39 12

e: Bart.Verschaffel@UGent.be



# ROLE

- Receiving, investigating and treating complaints;
- Acting as a contact person between students and professors;
- Refer to appropriate services;
- Inform students about institutional ombuds service.
  
- As an observer participating in:
  - meetings of the Quality Assurance Education Committee (CKO) (education evaluations!)
  - meetings of the Curriculum Committee (CC)
  - faculty council (agendarecht)
  - deliberations



# TYPICAL INTERVENTIONS

- Unfavorable exam schedule
- Help to solve absences during exam (with legal reason ...)
- Reporting problems (family, illness, ...) that can influence the exam result
- Disagreement / conflict student(s) - teacher
- Suspicion of unfair treatment on evaluation
- Disagreement / conflict w.r.t master thesis (supervision - evaluation)

# WHAT NOT?

- Information / complaints from parents / relatives
- Substantive statements in relation to exam quota
- Psychological guidance:

Afdeling Studieadvies

Sint-Pietersnieuwstraat 33

9000 Gent

T: 09 331 00 31

[studieadvies@UGent.be](mailto:studieadvies@UGent.be)

# ADVICE

- Know your rights and obligations: view the education and examination regulations  
<http://www.ugent.be/nl/onderwijs/administratie/regelgeving/overzicht.htm>  
<https://www.ugent.be/ea/nl/voor-studenten>
- Ombuds service of the faculty:  
<http://www.ugent.be/ea/nl/onderwijs/ombudsdienst>
- In case of disagreement / conflict:
  - First communicate with the teacher
  - As a group you reach more (student representatives)
- Report problems as early as possible!
- Participate in the evaluations of our education!

# PRACTICAL

- Signal problems: best via e-mail (always use your **UGent** mail address!)
- For a meeting you should make an appointment via e-mail
- Both ombudspersons keep each other informed
- **GUARANTEED** confidential treatment!

# PRACTICALITIES CONCERNING YOUR MASTER

Sarah Bogaert – learning track counsellor

# ADMISSION TO THE MASTER

- Direct
- Via a bridge program (direct)
- Through a preparatory program
- Through a linking program (EMRUST)

# REGISTRATION

## **UGent students**

- Re-register through Oasis
  - AJ 2020 - 2021
  - Enroll in further specialization

## **Students different institutions**

- Online registration and enrolment:  
<https://www.ugent.be/prospect/en/administration/enrolment-or-registration/enrolment.htm>

## **Degree not yet been obtained**

- Permission of faculty via TB

# ENROLMENT

- IR: most students enroll in the English master
- Bridge program does not exist in OASIS: register into a master and ask FSA to manually change it
- Wrong registration / changing bridge program: mail to [FSA.ea@ugent.be](mailto:FSA.ea@ugent.be)



# REGISTRATION

- **Oasis:** student administration tool = official enrolment
- **Ufora:** course related info + means of communication with professors and administration = NO official enrollment
- **Plato:** registration and follow-up of dissertations, internships, EVK-requests

# CURRICULUM: COMPOSITION

PROGAM INFORMATION <https://studiegids.ugent.be/2020/EN/FACULTY/E/>

- Preparation programs, bridge programs, master
- Pay attention to: Different categories of subjects (general, graduation and electives):
  - Number of SP required to follow (exact, sometimes minimum / maximum)
  - SP per model year: guidelines
- Column Mt1: year 1 / year 2
- 120 SP: about 60 SP per year

COURSE SCHEDULE via course catalogue

- Overlap elective courses: Ufora + contact teachers

# CURRICULUM: COMPOSITION

## CURRICULUM RULES

- Study volume: 60 credits, deviations based on S (study capacity): credits obtained last year
  - $S < 30$ : max. 60 SP
  - $S \geq 30$ :  $S + 30$  SP
- **Past outside UGent**: application if more than 60 SP
- **Order** of courses: “bridge” courses / courses preparatory programme have priority
- **Dissertation** as final subject, possibility to graduate after semester 1
- Only curriculum 20-21 in Oasis
- Internship (1, 2, 3) + international internship (1, 2, 3)

# CURRICULUM: DATES

- Before 04/10/2020: submit curriculum 'for approval' using Oasis
- Approval happens before 15/11/2020
- Adjustments curriculum 1st sem: before 15/11/2020
- Adjustments curriculum 2nd sem: before 01/03/2021
- Adjustments only possible after appointment or via mail

# CURRICULUM: TIPS

- Pending approval: go to your classes!
- For questions / ambiguities: CONTACT US!
- [StudietrajectIR.ea@ugent.be](mailto:StudietrajectIR.ea@ugent.be)
- [StudietrajectING.ea@ugent.be](mailto:StudietrajectING.ea@ugent.be)
- Room A.028 Appointment through reservation tool (monitoring service)

# CURRICULUM: SUPPORT

## CONSULTATION MOMENTS (on campus)

- During first weeks of the AY
- Also for individual questions
- Register through reservation tool (monitoring service)

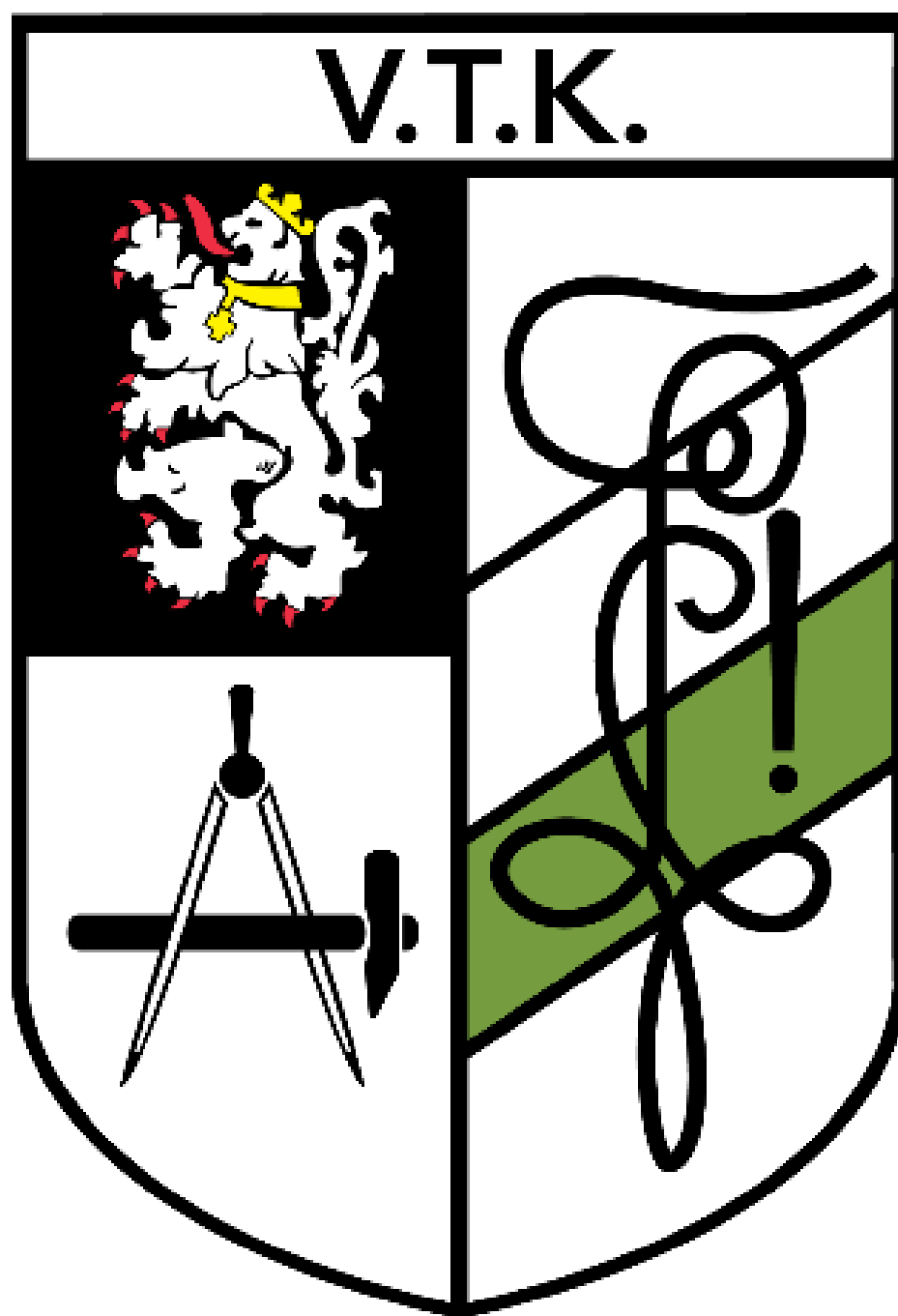
## INDIVIDUAL APPOINTMENTS (online)

- Make an appointment using the reservation tool
- MS Teams

Questions?  
Good luck with your studies!

VTK





VLAAMSE TECHNISCHE KRING



# Who are we?

Faculty wide student organization

For all students

- ❑ bachelor & master
- ❑ architecture & civil

Carried by

- ❑ praesidium
- ❑ members

# Culture

Quiz  
Parkpop  
Citytrip



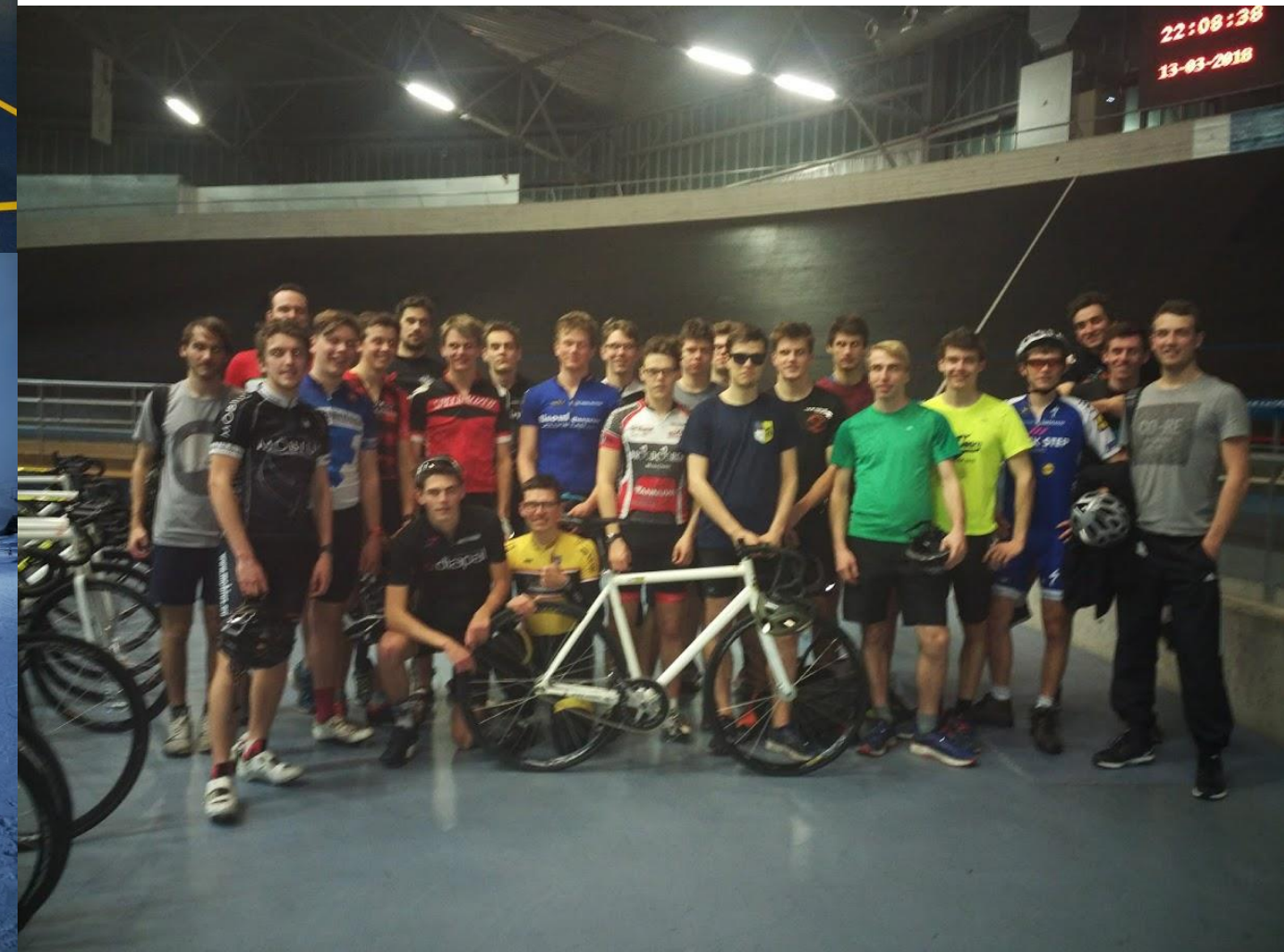
Show  
Poker night





# Sports

Recreational sports &  
competitions  
12urenloop  
Skitrip





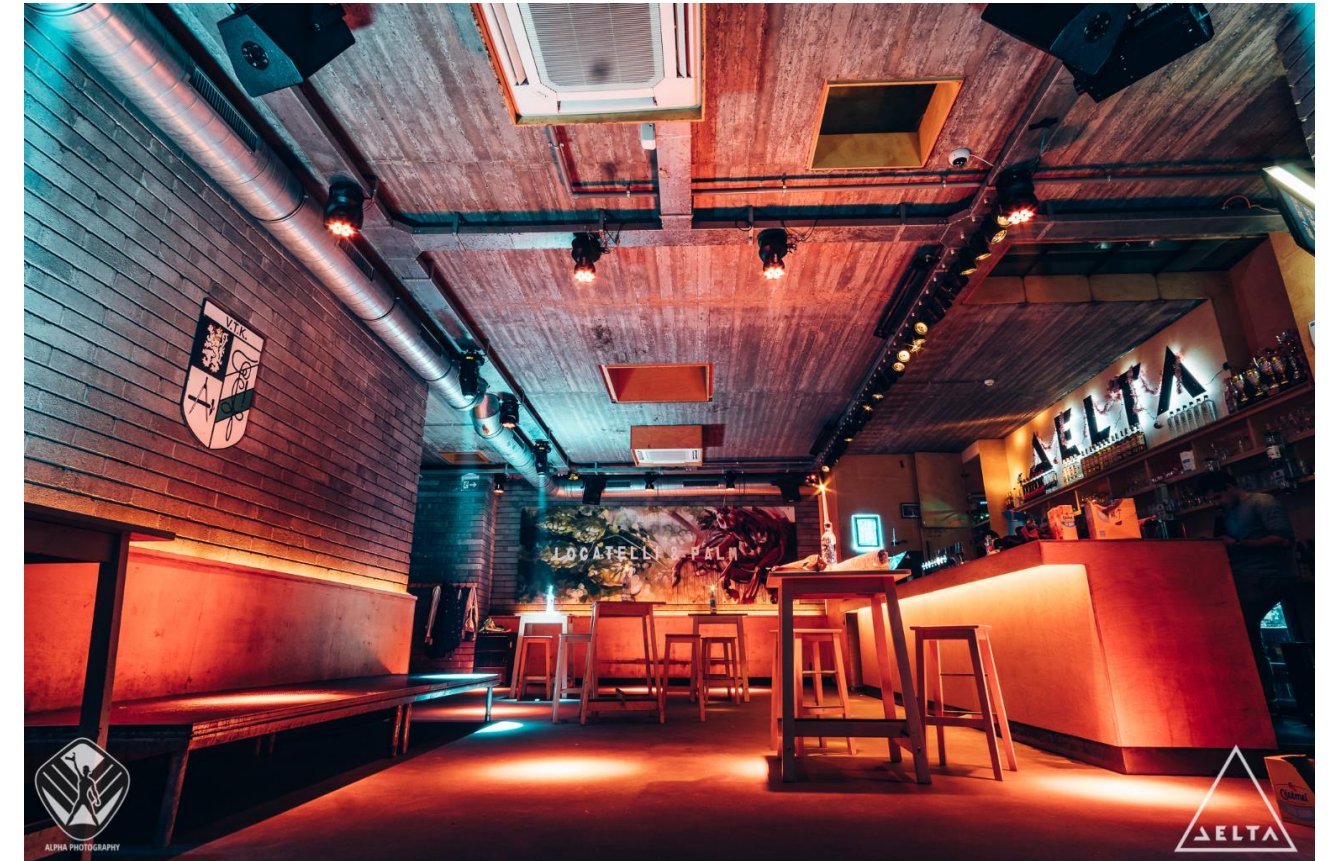
# Party



Opening  
Galabal  
Smaller parties



# Delta





# Career & Development

- Orientation & Development day





# Career & Development

- Orientation & Development day
- Sector days





# Career & Development

- Orientation & Development day
- Sector days
- Internshipfair





# Career & Development

- Orientation & Development day
- Sector days
- Internshipfair
- Jobfair





# Career & Development



Online registration!!



Discount on course books

Print at TopCopy for 2.5 cents (z/w)

Free Delta coupon on Mondays

Discount on all our activities and with our sponsors

Job related events

... But also so much more fun!

Why join us?

