

INTRODUCTION DAY

Preparatory programme / Linking course / Master in Conflict and Development Studies

FACULTY OF POLITICAL AND SOCIAL SCIENCES

- Political Science
- Communication Science
- Sociology

www.psw.ugent.be

<https://www.ugent.be/ps/en>



DEPARTMENT OF CONFLICT AND DEVELOPMENT

- Over 40 members of staff
- Research:
 - [Conflict research group](#)
 - [Middle East and North Africa Research group](#)
- Education (classis in different programmes):
 - Conflict and Development Studies
 - Political Science
 - Social Sciences



DEPARTMENT OF POLITICAL SCIENCE



- **Secretariat Political Science**

Universiteitstraat 8

politieke.wetenschappen@ugent.be



- **EU-studies**

Korte Meer 1

eu-studies@ugent.be



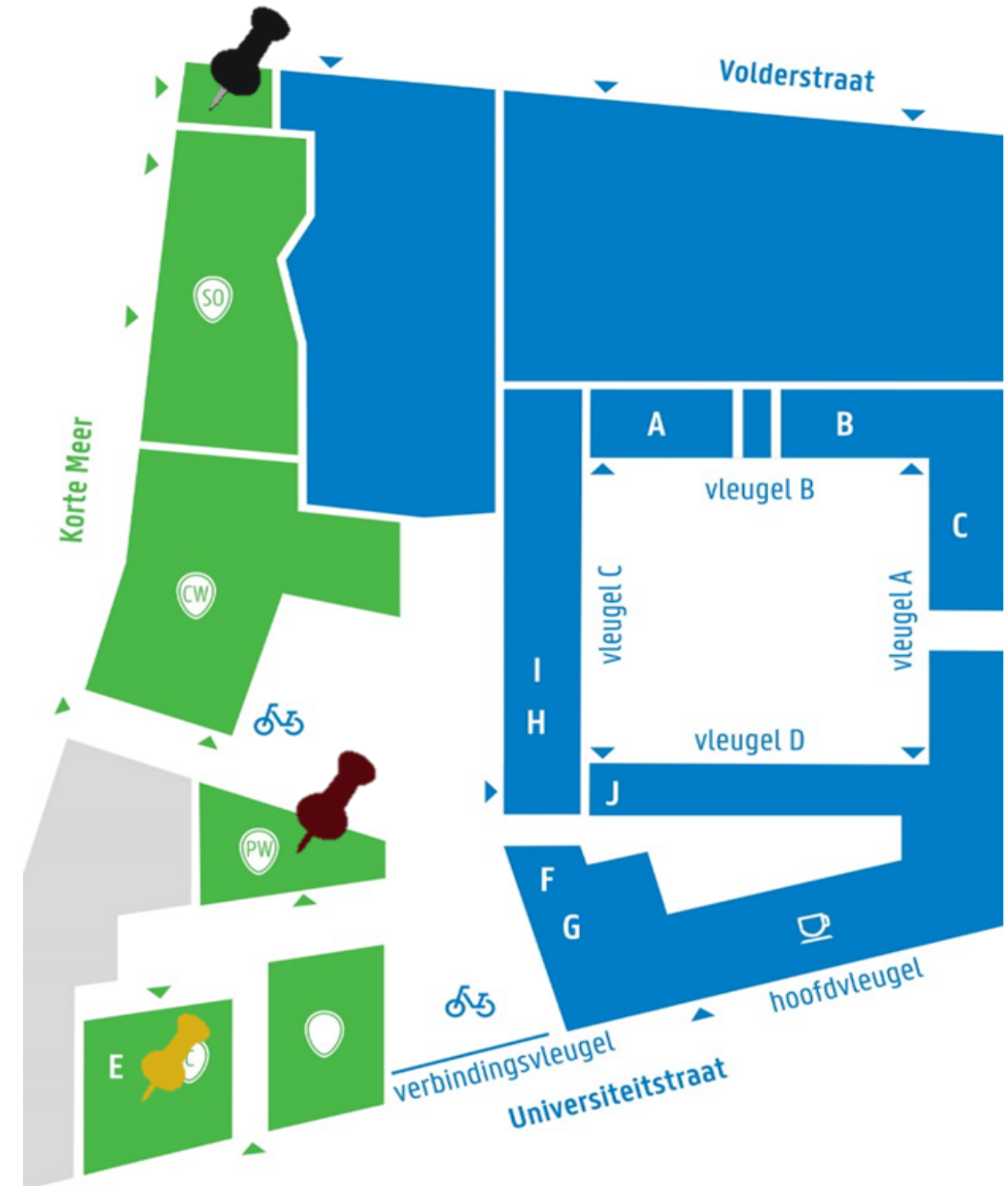
- **Conflict and Development Studies**

Universiteitstraat 8

secretariaat.dcds@UGent.be



UNIVERSITEIT
GENT



FACULTY LIBRARIES



- **Library Universiteitstraat (PSUS)**

(= Political Science + Conflict & Development Studies)

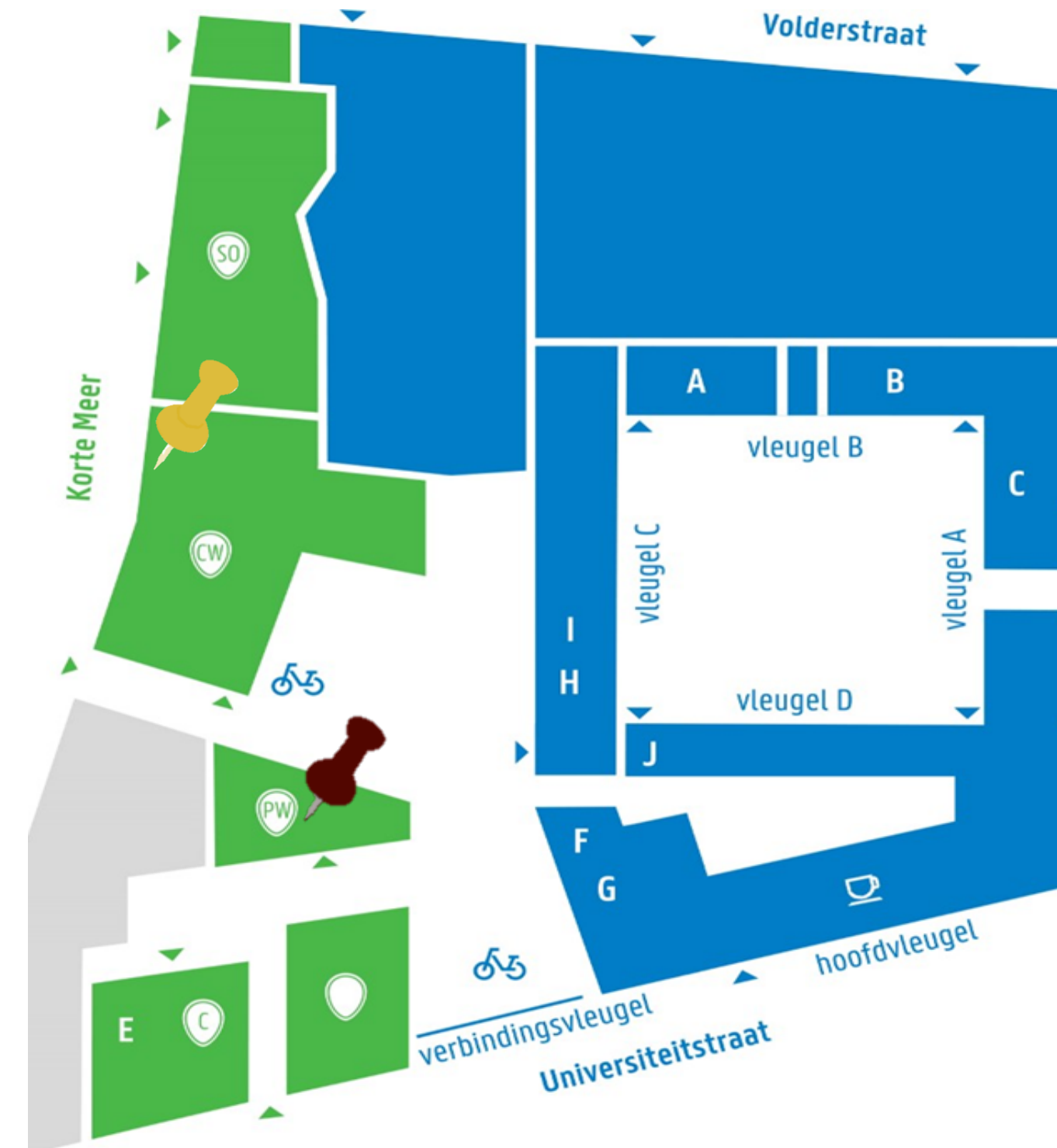


- **Library Korte Meer (PSKM)**

(= Sociology + Communication Science)

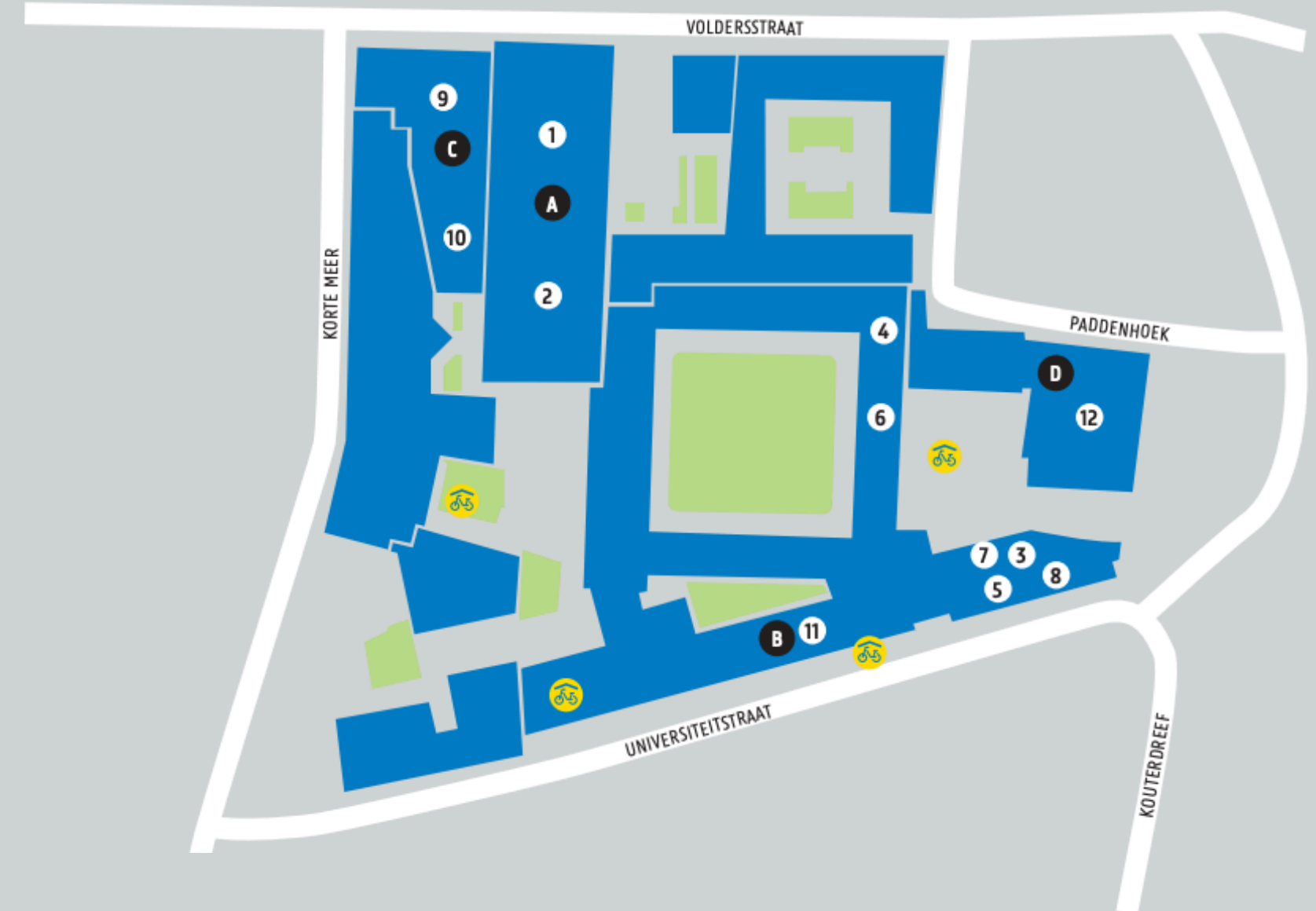
Contact: psbib@ugent.be

More information about the libraries [here](#).



CAMPUS AULA

Download the campus map [here](#).



Gebouwen

- A** AULA
- B** Universiteitstraat 2-4-6

Lokalen

- 1** Foyer Peristilium
- 2** Aula Ceremoniezaal
- 3** Auditorium D
- 4** Auditorium C
- 5** Auditorium NB I
- 6** Bibliotheek Zaal Fredericq

Gebouwen

- B** Universiteitstraat 2 - 4 - 6
- C** Voldersstraat 9
- D** Paddenhoek 1-5

Lokalen

- 7** Auditorium NB II
- 8** Auditorium NB III
- 9** Foyer
- 10** Academieraadzaal
- 11** Cafetaria
- 12** Auditorium Filmzaal

ADMISSION TO THE MASTER OF SCIENCE IN C&DS

- Immediate admission: academic bachelor in Political Science
or BA Social Sciences (VUB) or BA Political and Social Sciences option Political Science (KULeuven)
- Students with a different BA: admission after a linking programme (62 ECTS) or preparatory programme (30 ECTS).

LINKING OR PREPARATORY PROGRAMME

- Linking programme = after professional BA
- Preparatory programme = after academic BA
- ≠ bachelor degree (goal = master degree)

PREPARATORY PROGRAMME

- The preparatory programme is 30 credit points.
- It is allowed to start master courses at the same time if you wish.

A maximum of 80 ECTS is allowed in 1 year at the faculty – we do not advise more than 60.

- Combining classes from two programmes contain risks: class schedule could overlap! Exams could overlap!

(if two exams fall on the same day you can ask for a different exam date: [Education and Examination code](#) art. 75)

- Enrol via Oasis. First sign up for the preparatory programme, and then select the continuation course, which is the master. Then edit your curriculum of the master programme. Questions about enrolment? Contact FSA (fsa.psw@ugent.be).

PERSONALISED LEARNING PATH

Students who wish to spread their master's curriculum over two academic years instead of finishing it in one year, or who wish to combine their preparatory course with master courses are advised to take note of the following guidelines.

- If you need to follow a preparatory or linking programme, then these courses always need to be followed before or during the courses of the master's programme. Courses from the preparatory programme can never lead to exemptions in the master's programme.
- The courses 'Politics of Development' and 'Politics of Conflict' should be followed before or in the same academic year as the respective accompanying seminars 'Politics of Development: Seminars' and 'Politics of Conflict: Seminars'.
- Research practice and Fieldwork' is the methodological component that prepares you for your master's dissertation. Depending on how you plan your master's dissertation, it can be more interesting to take the course before or at the same time as your master's dissertation.
- The 15 credit points of optional seminars can be freely chosen to be followed in any year.
- The master's dissertation has to be part of your last year. This is always the final course in your learning path.

WORKING STUDENTS AND CREDIT CONTRACT

Students that combine the program with a job can obtain a **special status and certain facilities**. Apply via Oasis.

- Employed for at least 80 hours per month
- Or at least half-time (50% of what counts as full-time employment within the sector)
- Or that you are self-employed and work at least 80 hours per month

More information can be found [here](#).

Enrol for course units. These can come from any study programme, subject to approval.

A **credit contract** is possible for courses of the Master in Conflict and Development Studies, subject to approval of the file.

For more info, contact your learning path counsellor (tb.psw@ugent.be).

More information can be found [here](#).

DEADLINES

- Enrolment: up to and including 30 Sept.
- Late enrolment: after 30 Sept., subject to approval of the file.
- Elective courses via Oasis: up to and including 15 Oct.
- Your curriculum has to be submitted by 15 Oct.! [Here](#) you can read how.
- After 15 Nov. it is too late to take up year courses and courses for the first semester.
- After 29 Febr. it is too late to take up courses for the second semester.

Check deadlines [here](#).

If you don't meet the deadlines, you are not admissible!

COMMUNICATION

DEPARTMENT WEBSITE: <https://www.ugent.be/ps/conflict-ontwikkeling/en/>

Department of Conflict and Development Studies

Universiteitstraat 8

9000 Gent

Tel: +32 9 264 69 19 (secretariat)

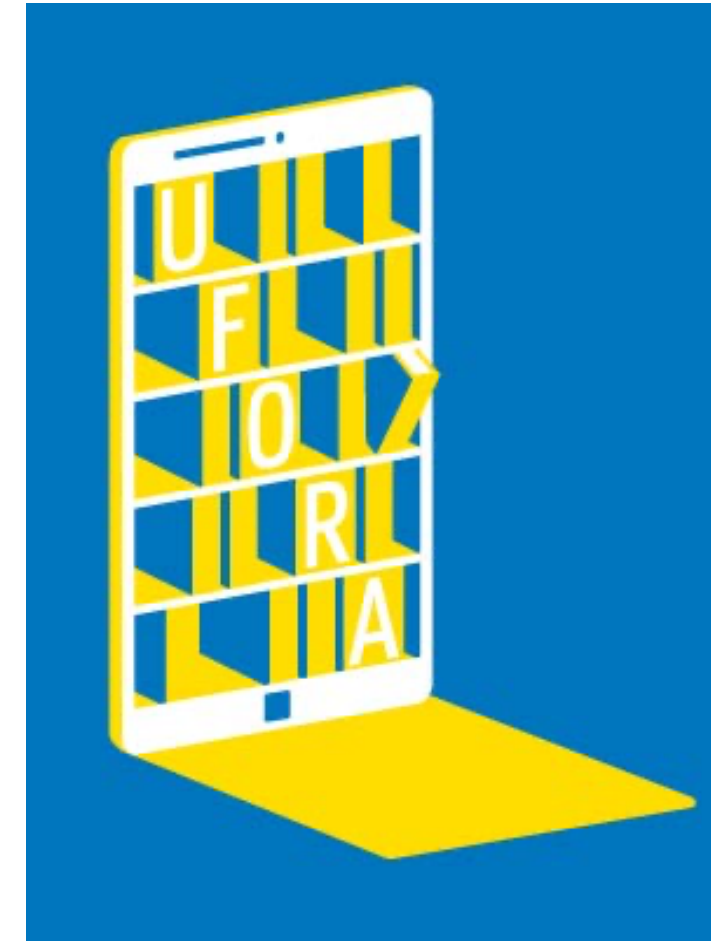
E-mail: conflict.development@UGent.be

You can **make an appointment** with prof. Parker and prof. Zemni in the library or e-mail to Koen.Vanrumste@UGent.be. Please mention your mobile phone number, the program you follow and the topic you would like to discuss. For all other professors, please send an e-mail to them personally.

Link to find contact information: <https://telefoonboek.ugent.be/en>

UFORA

- <https://ufora.ugent.be> ([Ufora guide](#))
- Ufora is the online learning platform of UGent..
- Slides from classes, forum, announcements, exam information...
- for each course + per programme
- Log in with your UGent-account
- Receive e-mails from announcements? Check the box for "Announcements"!
- App "Brightspace Pulse"
- **To sign up for a course on Ufora is not an enrolment for this course!** You can only see on Oasis which courses you are enrolled in. You could also sign up for a course on Ufora without being enrolled for it. If the course is not open for students that are not enrolled in the class you can contact the professor to open this course.
- important: always use your official UGent-mailaddress in your correspondence with staff and professors. Check your inbox regularly!



OASIS

<https://oasis.ugent.be> (Oasis handleiding)

- Curriculum view and edit
- Print certificates (NMBS (train), enrolment, insurance purposes...)
- Consult the level of your payment of tuition fee.
- Apply for the [special status](#) (eg. disability, holding office,...)
- Apply for the [working student status](#)
- Exam results (view and print)
- Master dissertation: complete title, language and supervisors
- ...



Links
→ Startpagina
→ Studiegids
→ Minerva
→ Onderwijs- en examenreglement
→ Mijn kalender
Algemeen
→ Inschrijven
→ Bijzonder statuut
Mijn Oasis
→ Attesten
→ Persoonsgegevens
→ Contactgegevens
→ Adres
→ Contactpersonen
→ Bankrekeningen
→ Privacy
→ Taalkennis
→ Voorgeschiedenis
AJ 2019-2020
Curriculum
→ Uitwisseling
Kamerbeheer
→ Kameraanvragen
AJ 2018-2019
Curriculum



STUDENT

Startpagina

Welkom op OASIS. Als student of als UGent-medewerker vind je op de OASIS-website allerlei waardevolle informatie. Bovendien moet je doorheen het academiejaar ook voor verschillende belangrijke administratieve taken op deze website zijn.

Kies in het menu aan de linkerkant wat je wil doen. Opgelet: De menu's verschillen naargelang de functie die je bovenaan op de website kiest (Student, Verantwoordelijk lesgever, Opleidingscommissievoorzitter,...).

Algemeen

→ Inschrijven: klik op deze link om je in te schrijven in een nieuwe of lopende opleiding. Je vindt er ook je lopende inschrijvingsaanvragen terug.

→ Inschrijven UCT: Hier kun je een inschrijving starten voor een cursus van het talentencentrum.

Mijn Oasis

Hier kan je persoonlijke gegevens bekijken en bewerken zoals je adres, contactgegevens, taalkennis. Je kan er ook attesten afdrukken zoals een inschrijvingsbewijs of een attest voor de NMBS.

Functies per academiejaar

→ Curriculum: in dit menu bekijk en bewerk je je curriculum van een bepaald academiejaar. Hier vind je aan het einde van elke examensessie ook je puntenbriefje terug.

→ Uitwisseling: wil je op uitwisseling gaan, maak dan een uitwisselingsaanvraag via dit menu.

→ Mijn cursussen: hier vind je meer informatie terug over de cursussen in je curriculum.

→ Studiegeld: hier vind je een stand van zaken van je studiegeld.

→ Onderwijsevaluatie: ga naar dit menu om deel te nemen aan de onderwijsevaluaties.

→ Kameraanvragen: wil je een kamer of appartement huren in een van de UGent-homes, ga dan naar dit menu.

Puntenbriefje

Ga naar het menu Curriculum bewerken om je examencijfers te bekijken. Vink vervolgens je opleiding aan en klik op de knop Puntenlijst afdrukken.



CENTRAL SERVICES

Universiteitstraat 8

(through the blue gate, the building on the right)

ground floor:

Monitoring services (student and learning path counsellors)

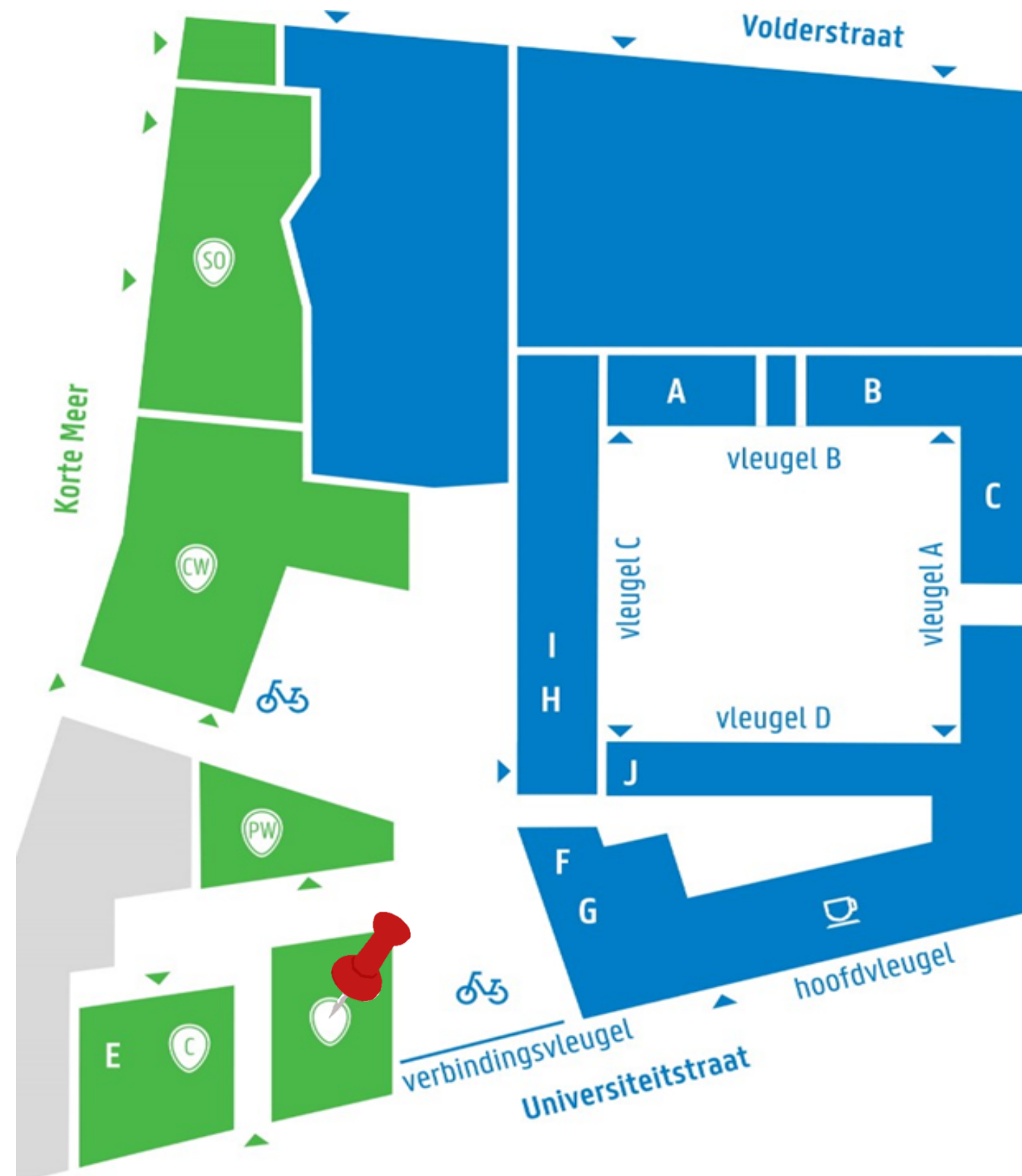
FSA (Faculty Student Administration)

1st floor

Dean's office & Educational Quality Control Unit

2nd floor

RIO (internationalisation) & EM (Educational Master)



FACULTY STUDENT ADMINISTRATION (FSA)

<https://www.ugent.be/ps/en/education/administration>

- For all administrative questions about:

forms, elective courses, program schedules, exam schedules handing in the master dissertation, important deadlines and dates, make changes to your curriculum, questions about your enrolment, questions about Oasis, etc.
- Contact: FSA.PSW@ugent.be
temporarily only through e-mail, phone or by appointment.

This is not the same as the Central student administration (a.o. admissions)

Do not contact individual professors or other researchers on these matters!



USEFUL LINKS

- [Faculty Education and Examination Code](#)
- [Academic calendar](#)
- [Student counselling office](#) (of UGent, not the faculty)
- [Study progress monitoring](#)
- [Exemptions](#) (this page is still only in Dutch, contact your learning path counsellor or student administration if you do not understand the webpage)
- [Personalized learning path \(GIT\)](#)
- [Study guide](#)
- [Class schedule](#) (this link is in Dutch only, but the class schedule can also be found on Oasis and in the study guide)
- [Academic writing center](#)

...

STUDENT COUNSELLORS

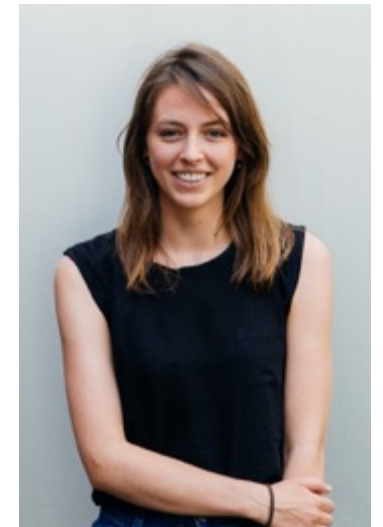
- Point of contact for all questions regarding **study approach, planning and method**
 - Group sessions (subscribe via Ufora)
 - Individual counselling
- Provides guidance for **courses from 1st Ba** (such as Introduction to Political Sciences and Statistics)
 - Organises group sessions and offers individual guidance
- Helps you to find solutions for study problems
(**concentration problems, fear of failure, procrastination, ...**)
- In particular: **planning** -> deadlines bachelor paper/master's dissertation
- Click [here](#) for the **contact** information.



KAAT



GERT

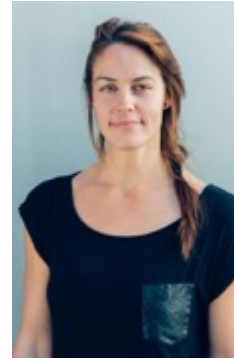


ESTER

LEARNING PATH COUNSELLORS



ANNEKE:
- Political Sciences



KRIS:
- Communication Sciences
- Sociology

Learning path counsellors provide individual counsel regarding your **learning path and study progress**

Guide you when making **choices** throughout your study career (main subject, minor/major, (re)orientation, changes in curriculum)

Provide information about the various **contract and trajectory options** and provide guidance when requesting a **“GIT” (= personalised learning path)** , **working student status, special status...**

STUDY PROGRESS MONITORING

No learning account, but study progress monitoring at Ugent ([art 24 OER](#))

→ Binding condition

If you do not obtain 50% of your personal enrolment curriculum (credit points) you get a binding condition.

If the year after that you again do not obtain 50%, you can enrol in this programme anymore.

+ **Extra rule:** after 3 years of enrolment, students have to acquire at least 1/3rd of the enrolled ECTS credits during those enrolments.

→ More info: www.ugent.be/student/en/administration/enrolment/study-progress-monitoring

EDUCATION IN 2020-2021

Corona information and guidelines: [here](#) and [here](#).

Class schedule

- All schedules are in the study guide.
- Individual schedule in 'My Calendar' in Oasis.
- Definite schedule online 15 september 2020
- It will specify online or on campus (group division via Ufora)

Classes

- As much as possible on campus, but online alternative
- Adjusted group sizes
- Masks when distance is not guaranteed

EDUCATION IN 2020-2021

Work and study places

- [Study 00's](#): Study Online On Campus (for new students and international students)
- Fixed location during fixed times
- Small groups (20 to 50 students)
- Studiecoach
- Follow online classes together, work on assignments, study together
- 2 half days a week

Exams

- Partly online, partly on campus

SAFETY

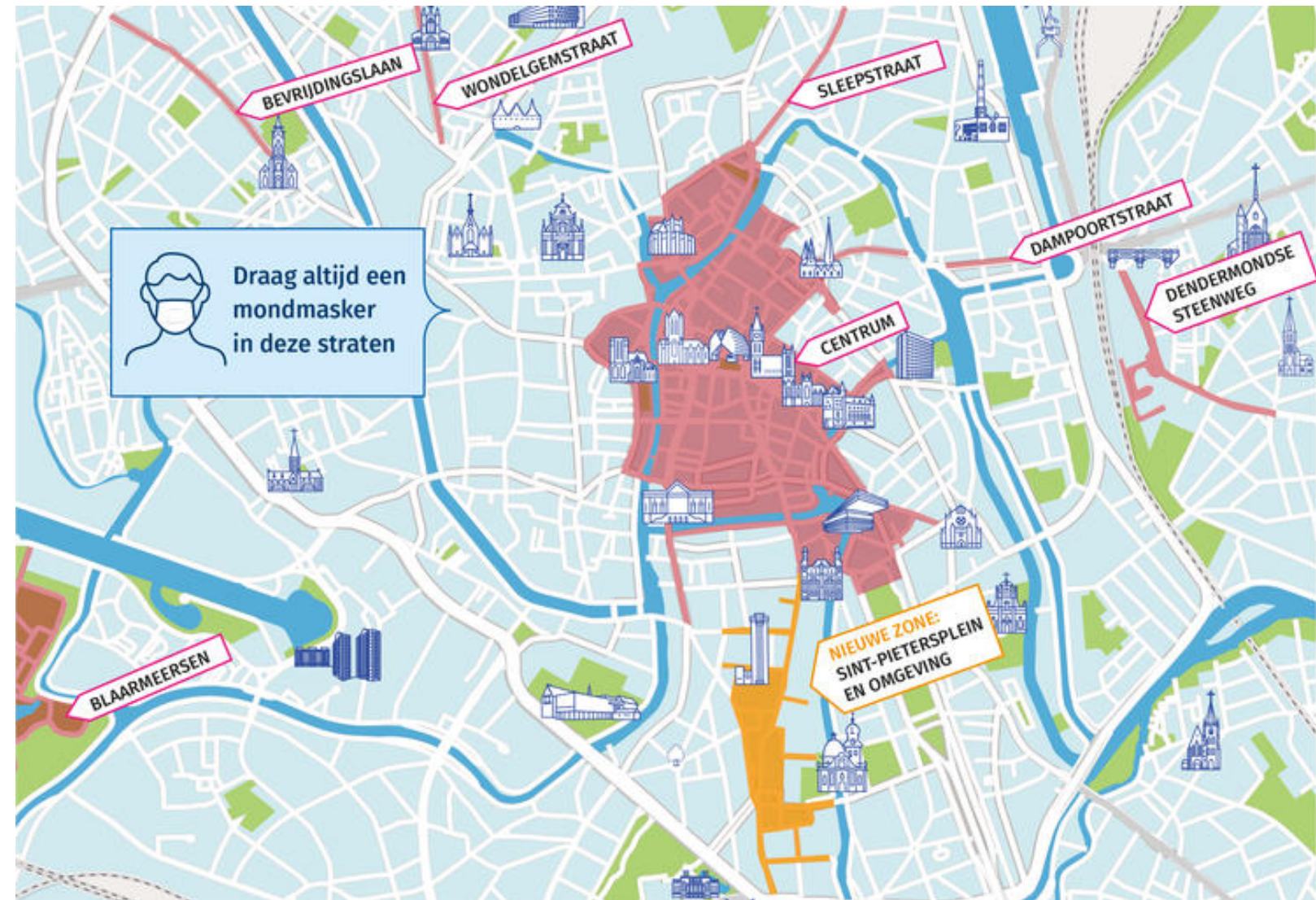
UGent

1. Social distancing = physical distancing
2. Hygiene rules
3. Courtesy
4. Common sense

City of Ghent

Face mask obligation:

- in the student areas
- in other busy areas



INTERNATIONALISATION

- No exchange programs in the master.
- Traveling and fieldwork in covid-19 times
 - NO organised fieldwork trip this year
 - The class Methods and fieldwork will exclusively focus on fieldwork @ home.
 - Master's dissertation: idem for individual fieldwork we strongly encourage fieldwork @ home. Try to look for a topic with dynamics of Conflict and Development within your direct environment.
 - Spring break in April will be the time for fieldwork..
- Internationalisation @ Home: Get funding to organise a sensitizing activity around the topics of development, globalization and South-North collaboration.
See: [Global Minds](#).

LINKING PROGRAMME

61 ECTS (in Dutch)

• Uit Ba1	• Uit Ba2	• Uit Ba3
<ul style="list-style-type: none">• Methodologie van de sociale wetenschappen• Statistiek	<ul style="list-style-type: none">• Structuur en conflict in het Globale Zuiden• Inleiding tot kwalitatieve onderzoekstechnieken• Political Ethnography (en)	<ul style="list-style-type: none">• Conflict in het Globale Zuiden• Ontwikkeling in het Globale Zuiden• Humanitair Beleid• Politiekwetenschappelijke methoden• Onderzoekspaper

PREPARATORY PROGRAMME

30 ECTS (in EN + Dutch)

	• From Ba2	• From Ba3
	<ul style="list-style-type: none">• Political Ethnography (en)	<ul style="list-style-type: none">• Conflict in het Globale Zuiden• Ontwikkeling in het Globale Zuiden• Sociology of Globalization (en)• Contemporary Politics in the Global South (en)

MASTER IN CONFLICT AND DEVELOPMENT STUDIES

General Courses <i>(30 ECTS)</i>	Seminars <i>(15 ECTS)</i>	Master's Dissertation <i>(15 ECTS)</i>
<p>Politics of Conflict 5ECTS</p> <p>Politics of Conflict: Seminars 5ECTS</p> <p>Politics of Development 5ECTS</p> <p>Politics of Development: Seminars 5ECTS</p> <p>Methodology and Fieldwork Practice 5ECTS</p>	<ul style="list-style-type: none"> - Postcolonial Studies 5ECTS - Gender and Globalisation 5ECTS - Political Ecology 5ECTS - Sustainable Development 5ECTS - Contentious Politics in North Africa 5ECTS - Popular politics and technopolitics in the making of the Middle East 5ECTS - State and society in Asia 5ECTS - Rural sociology 5ECTS - Conflict and society in Central and Eastern Africa 5ECTS - Transnationalism and migration 5ECTS - Politics of Islam 5ECTS - The european union's international development policy 5ECTS - <i>Human rights: multidisciplinary perspectives 5ECTS</i> - <i>Academic English 3ECTS</i> - <i>Advanced academic English 3ECTS</i> - <i>Coaching and diversity (nl) 3ECTS</i> - <i>Sustainable thinking (nl) 5ECTCS</i> 	<p>Master's Dissertation</p>

MASTER THESIS

- Important (1/4) part of the program
- Evaluates the overall skills, competences, and knowledge obtained during the program
- Three official formats:
 - 1) Academic dissertation: scientific research.
 - 2) Policy report: recommendations to an organization, a NGO or government.
 - 3) Journal: ready to send to a scientific journal \neq thesis light!
- Many types: different theories, methodologies, regions... discuss with your supervisor.

MASTER THESIS

- List of dissertation **subjects**
- → promotor/**supervisor** (staff, fellow, or guest lecturer)
 - Start early!
 - Be proactive!
- Further support: Methodology and Fieldwork Practice
- Further information (word count etc.)
 - Group exercises
 - Tips & tricks
 - Methods & methodology

MASTER THESIS

- **Evaluation**
 - Promotor/supervisor + a second reader
 - Dissertation itself
 - Oral defense. Dates will be communicated later.
- **Feedback**
 - Evaluation form at the faculty's student administration (FSA)
 - Personal feedback (on request) by the promotor/supervisor

MASTER THESIS

- Practicalities :
 - 1) Registration in Artemis: <https://artemis.ugent.be/>
 - 2) Registration in Oasis - title and promotor: <https://oasis.ugent.be>
 - 3) Upload your thesis
- The correct deadlines will become available soon on:
<https://www.ugent.be/ps/nl/voor-studenten/administratie/data#Masterproef>
- **If you don't meet the deadlines, you are not admissible!**
- More information in the **guidelines for the master thesis**. These will be on Ufora at the beginning of the academic year.