

# **MSc 4CITIES**

**Thesis trajectory**

**Erasmus+ study exchange**

**Erasmus+ traineeships**

**Internships**

**Info session 4 December 2023**

## Info session overview

- Thesis trajectory
- Erasmus+ study exchange
- Internships
- Application procedure
- Practicalities
- Questions?





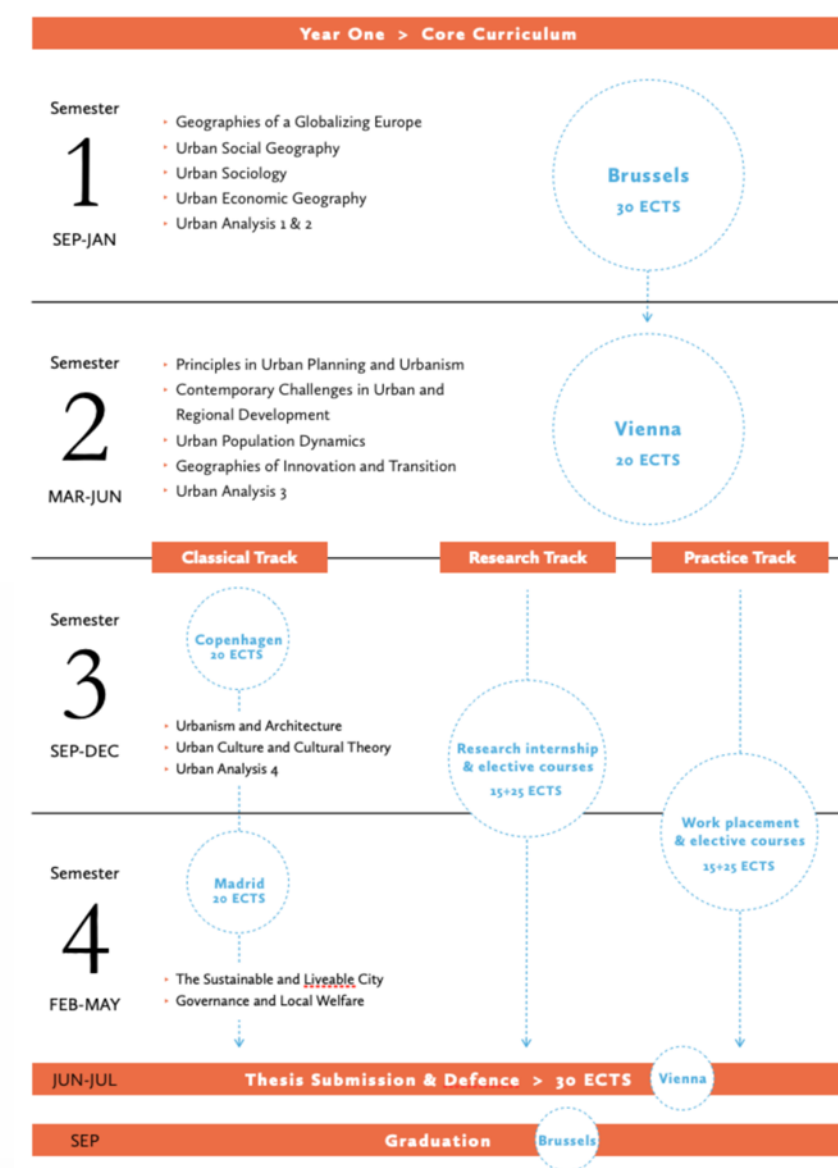
THESIS TRAJECTORY

# 4Cities thesis handbook

Josh!

# MSc 4Cities (research/practice)

- 120 ECTS curriculum
- Year 1: fixed 50 ECTS (Brussels 30 + Vienna 20)
- Year 2: research/practice internship + elective courses + thesis work
  - Internship with or without Erasmus+ Traineeship scholarship
  - Elective courses: either at UVienna/VUB OR Erasmus exchange with one of our partner universities







YEAR 2  
VIENNA / BRUSSELS

## I like Vienna and/or Brussels so much that I want to stay...

- Going 'on Erasmus' to one of our partner universities is optional.
- As a fully enrolled student at the VUB and UVienna, you can also continue in year 2 with elective courses at your two 'home' universities.
- VUB:
  - Courses can be followed from the VUB-ULB MSc in Urban Studies (MUS): <http://masterurbanstudies.eu> (exception: Excursion; Research Design and Methodology in Urban Studies; Project Seminar in Applied Urban Research)
- University of Vienna:
  - Courses can be followed from across the university, following approval of Gudrun Haindlmaier and Bas van Heur.
  - First point of contact for administrative support and identification of relevant courses is Gudrun Haindlmaier: [gudrun.haindlmaier@univie.ac.at](mailto:gudrun.haindlmaier@univie.ac.at)





# ERASMUS+ STUDY EXCHANGE



# Erasmus+ study exchange



# RWTH Aachen

- Institutional contact:
  - Adriane Sehlinger
  - [Adriane.sehlinger@zhv.rwth-aachen.de](mailto:Adriane.sehlinger@zhv.rwth-aachen.de)
  - +49 (0)241 8090685
- Faculty contact:
  - Christa Reicher, [reicher@staedtebau.rwth-aachen.de](mailto:reicher@staedtebau.rwth-aachen.de)
  - Susanne Rupprecht-Reinke, [international@dekanat.arch.rwth-Aachen.de](mailto:international@dekanat.arch.rwth-Aachen.de), +49 (0)241 8095818
- Subject area(s) as registered in agreement: Architecture and town planning
- Programme(s):
  - Students can take courses from the MSc Transforming City Regions:  
<https://www.staedtebau.rwth-aachen.de/cms/Staedtebau/Studium/~rqwk/European-M-Sc-Transforming-Cities-and-R/?lidx=1>



# University of Amsterdam

- Administrative contact:
  - Heleen Straesser, International Office Social Sciences, [H.M.Straesser@uva.nl](mailto:H.M.Straesser@uva.nl), +31 0(20) 525 4474 / 8300
  - Marleen Henny, International Office Social Sciences, [International-office-csw@uva.nl](mailto:International-office-csw@uva.nl)
- Academic contact:
  - Marco Bontje, Research Master Urban Studies, M.A. [Bontje@uva.nl](mailto:Bontje@uva.nl)
- Subject area(s) as registered in agreement: 'Geography'
- Programme(s): Research Master in Urban Studies + option to choose one course from one of the other master programs at the Graduate School of Social Sciences

# University of Bern

- Institutional contact:
  - Martina Carolus-Thürig, [martina.carolus@int.unibe.ch](mailto:martina.carolus@int.unibe.ch), +41 (0)31 631 34 71
- Departmental contact:
  - Stefan Wunderle, [stefan.wunderle@giub.unibe.ch](mailto:stefan.wunderle@giub.unibe.ch), +41 (0)31 631 85 53
- Subject area(s) as registered in agreement: Geography
- Programme(s):
  - Students can follow courses from the Master in Geography:  
[https://www.philnat.unibe.ch/studium/studienprogramme/master\\_geographie](https://www.philnat.unibe.ch/studium/studienprogramme/master_geographie)
  - Students are also allowed to follow courses from other faculties and departments (excluding courses with place restrictions):  
<https://www.unibe.ch/studium/studienangebote/master/studienprogramme>



# Sciences Po Bordeaux

- Administrative contacts:
  - Agreements: Delphine Gorostidi, [d.gorostidi@sciencespobordeaux.fr](mailto:d.gorostidi@sciencespobordeaux.fr)
  - Incoming students: Eléna Dubâa, [e.dubaa@sciencespobordeaux.fr](mailto:e.dubaa@sciencespobordeaux.fr)
- Academic contact:
  - Gilles Pinson, [g.pinson@sciencespobordeaux.fr](mailto:g.pinson@sciencespobordeaux.fr)
- Subject area(s) as registered in agreement: Architecture and town planning, Political sciences and civics
- Programme(s):
  - Students can follow courses from the Master Stratégies et gouvernances métropolitaines: <https://www.sciencespobordeaux.fr/fr/formation/diplome-d-institut-d-etudes-politiques/deuxieme-cycle-masters-cycle2/master-d-institut-d-etudes-politiques-strategies-gouvernances-metropolitaines-ICOYT60F.html>

# Eötvös Loránd University (ELTE) Budapest

- Administrative contact:
  - Szedmák Orsolya, [mobilitas@tth.elte.hu](mailto:mobilitas@tth.elte.hu), +36 1 372 2500/1746
- Academic departmental contact:
  - Gábor Szalkai, [hajnalihegy@gmail.com](mailto:hajnalihegy@gmail.com), +36 1 372 2500/1746
- Subject area(s) as registered in agreement: Geography
- Programme(s):
  - Students can follow courses from the MSc Geography. See the dedicated website of Gábor Szalkai: <http://hajnalihegy.web.elte.hu/erasmus/>
  - Students can also follow courses from other programmes at ELTE: <https://www.elte.hu/en/incoming-mobility/courses>



- Administrative contact:
  - tbc
- Academic departmental contact:
  - tbc
- Subject area(s) as registered in agreement: tbc
- Programme(s):
  - tbc

NB Due to technical issues with the Erasmus+ tool, full agreement not yet signed. But exchange is possible!

# University College Dublin, School of Geography

- Administrative contact:
  - tbc
- Academic departmental contact:
  - tbc
- Subject area(s) as registered in agreement: tbc
- Programme(s):
  - tbc

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# Goethe University Frankfurt am Main

- Institutional contact:
  - Uta Brucker, [Erasmus-io@uni-frankfurt.de](mailto:Erasmus-io@uni-frankfurt.de), +49 (0)69 798 12263
- Departmental contact:
  - Tobias Kubitza, Erasmus incoming: [erasmus@geo.uni-frankfurt.de](mailto:erasmus@geo.uni-frankfurt.de)
- Subject area(s) as registered in agreement: Geography
- Programme(s):
  - Students can follow courses from the Master Geographien der Globalisierung – Märkte und Metropolen: <http://www.uni-frankfurt.de/35791803> and <http://www.geostud.de/studiengaenge/master-of-arts/>



# Gdansk University of Technology

- Institutional contact:
  - Maria Doerffer, [mdoerffer@pg.edu.pl](mailto:mdoerffer@pg.edu.pl), +48 58 347 20 42
- Faculty of Architecture contact:
  - Justyna Borucka, [jborucka@pg.edu.pl](mailto:jborucka@pg.edu.pl), +48 58 347 19 44
- Academic contact:
  - Izabela Mironowicz, [izabela.mironowicz@pg.edu.pl](mailto:izabela.mironowicz@pg.edu.pl)
- Subject area(s) as registered in agreement: Architecture and town planning
- Programme(s):
  - Students can follow courses from the Faculty of Architecture in the MSc Architecture and MSc Studies in Spatial Development (core courses + alternating specializations: Urban Planning and Design; and Integrated Coastal Zone Management): <https://arch.pg.edu.pl/architecture-ii-degree-studies>

# University of Gothenborg

- Academic contact:
  - Emily Whitehurst Zack: students via [svl@gvc.gu.se](mailto:svl@gvc.gu.se); office: [Emily.Whitehurst.zack@gu.se](mailto:Emily.Whitehurst.zack@gu.se)
- Administrative contact:
  - Via Emily Whitehurst Zack
- Subject area(s) as registered in agreement: Earth Sciences
- Programme(s):
  - Students can follow courses offered in the Master in Earth Sciences and the Master in Geography: <https://gvc.gu.se/english/education/master>
  - Pending space and eligibility, students can also take an additional course from MSc programmes offered by other departments: <https://science.gu.se/english/education/exchange-studies/courses>

# University of Lausanne

- Academic contact:
  - Céline Rozenblat, [celine.rozenblat@unil.ch](mailto:celine.rozenblat@unil.ch)
- Administrative contact:
  - Magali Pétermann-Glaus
  - [Magali.Petermann-Glaus@unil.ch](mailto:Magali.Petermann-Glaus@unil.ch)
- Subject area(s) as registered in agreement: Sociology and cultural studies
- Programme(s):
  - Students can follow courses from the MSc in Geography, orientation Sustainable Urban and Spatial Planning
  - <https://www.unil.ch/mastergeographie/fr/home/menuinst/formations/reglements-et-plans-detudes.html>



# Université de Lille

- Institutional contact:
  - Véronique Level, [Erasmus-agreements@univ-lille.fr](mailto:Erasmus-agreements@univ-lille.fr)
  - Erasmus incoming and outgoing: [Erasmus-students@univ-lille.fr](mailto:Erasmus-students@univ-lille.fr)
- Academic contact:
  - Thomas Perrin, Director of Master Eurostudies, [Thomas.perrin@univ-lille.fr](mailto:Thomas.perrin@univ-lille.fr), +33 320 33 70 58
- Subject area(s) as registered in agreement: Architecture and town planning
- Programme(s):
  - Courses of the master Aménagement et Urbanisme, curriculum Eurostudies (European studies for territorial and urban development), second year

# Lund University

- Academic and administrative contact:
  - Marie Brink, [marie.brink@lth.lse](mailto:marie.brink@lth.lse), +46 46 222 3718
- Subject area(s) as registered in agreement: Urban planning
- Programme(s):
  - Incoming students can apply for any course offered to exchange students as long as the student meet the prerequisites
  - <http://www.lth.se/english/study-at-lth/exchange-studies/>

# University of Luxembourg

- Institutional contact:
  - Dominika Formankova, [dominika.formankova@uni.lu](mailto:dominika.formankova@uni.lu)
  - Erasmus incoming: [incoming@uni.lu](mailto:incoming@uni.lu)
- Departmental contact:
  - Geoffrey Caruso, [Geoffrey.caruso@uni.lu](mailto:Geoffrey.caruso@uni.lu), +352 46 66 44 6625
  - Catherine Jones, [Catherine.Jones@uni.lu](mailto:Catherine.Jones@uni.lu)
  - Marie Delafont, [marie.delafont@uni.lu](mailto:marie.delafont@uni.lu)
- Subject area(s) as registered in agreement: Architecture and town planning
- Programme(s):
  - Students can follow courses from the Master in Geography and Spatial Planning: [https://wwwfr.uni.lu/formations/flshase/master\\_in\\_geography\\_and\\_spatial\\_planning](https://wwwfr.uni.lu/formations/flshase/master_in_geography_and_spatial_planning)
  - Students can also follow courses from other programs: <https://wwwfr.uni.lu/formations/masters>



# Malmö University

- Administrative contact:
  - [Nicklas.karlsson@mau.se](mailto:Nicklas.karlsson@mau.se), +46 40 655 7063
- Academic contact:
  - Karin Grundström, [k.grundstrom@mau.se](mailto:k.grundstrom@mau.se), +46 40 665 72 85
- Subject area(s) as registered in agreement: Architecture and town planning
- Programme(s):
  - Master in Urban Studies
  - <https://edu.mah.se/en/program/saurs>

# University of Oslo

- Institutional contact:
  - Sara Marie Ullerø, [s.m.ullero@admin.uio.no](mailto:s.m.ullero@admin.uio.no), +47 228 58 497
- Departmental contact:
  - Runar Forsetløyken, [international@sosgeo.uio.no](mailto:international@sosgeo.uio.no)
- Subject area(s) as registered in agreement: Architecture and Town Planning
- Programme(s):
  - Students can follow courses from the Master in Human Geography: <https://www.uio.no/english/studies/programmes/human-geography-master/index.html>
  - Students can also choose courses from other Master programs offered by the Faculty of Social Sciences (keeping in mind eligibility and space restrictions): <https://www.sv.uio.no/english/studies/>

# Università degli Studi di Palermo

- Administrative contact:
  - tbc
- Academic departmental contact:
  - tbc
- Subject area(s) as registered in agreement: tbc
- Programme(s):
  - Tbc

NB Due to technical issues with the Erasmus+ tool, full agreement not yet signed. But exchange is possible!



# Université Paris Panthéon Sorbonne

- Administrative contact:
  - Philippe Larochette, [welcoming@univ-paris1.fr](mailto:welcoming@univ-paris1.fr)
- Academic contact:
  - Nathalie Vanara: [Nathalie.vanara@univ-paris1.fr](mailto:Nathalie.vanara@univ-paris1.fr)
- Subject area(s) as registered in agreement: Geography
- Programme(s):
  - Students can choose courses from the Master Géographie, the Master Urbanisme & Aménagement, and the Master Environnement

# Charles University Prague

- Faculty contact:
  - Jakub Hraníček, [Erasmus@natur.cuni.cz](mailto:Erasmus@natur.cuni.cz), +420 221 95 1232
- Departmental contact:
  - Jirí Vágner, [vagner@natur.cuni.cz](mailto:vagner@natur.cuni.cz), +420 22195 1397
- Subject area(s) as registered in agreement: Geography and Urban Planning / Architecture and Town Planning
- Programme(s):
  - Students can follow courses offered by the Faculty of Science:  
<https://www.natur.cuni.cz/eng/study/erasmus/courses/>
  - Students can also (with approval from the teacher) follow courses from other Faculties, but >50 % of courses in the learning agreement need to be from the Faculty of Science.

# Royal Institute of Technology (KTH) Stockholm

- Institutional contact:
  - Anna Hellberg Gustafsson, [annahg@kth.se](mailto:annahg@kth.se), +46 8 790 6849
- School of Architecture and the Built Environment contact:
  - Hanna Korhonen and Saga Kjell, [international.exchange@abe.kth.se](mailto:international.exchange@abe.kth.se)
- Subject area(s) as registered in agreement: Urban Planning
- Programme(s):
  - Students can follow courses from the Master in Sustainable Urban Planning and Design (but keeping in mind capacity restrictions for the studio courses):  
<https://www.kth.se/student/kurser/program/THSSM?l=en>
  - Students can also follow courses from other KTH programs, but at least 50 % of the courses need to be from the School of Architecture and the Built Environment. It is not possible to follow courses from the Architecture program. More info:  
<https://www.kth.se/en/studies/exchange/courses/course-selection-1.455772>

# University of Tartu

- Institutional contact:
  - Annika Kalda for incoming Erasmus students: [Annika.kalda@ut.ee](mailto:Annika.kalda@ut.ee), +372 737 6085
  - Piret Saluveer for Erasmus trainees: [piret.saluveer@ut.ee](mailto:piret.saluveer@ut.ee), +372 737 6019
- Departmental academic contact:
  - Kadi Kalm, [kadi.kalm@ut.ee](mailto:kadi.kalm@ut.ee), +372 5855 9937
- Subject area(s) as registered in agreement: Architecture and town planning
- Programme(s):
  - Students can follow courses from the MSc Geoinformatics for Urbanised Society: <https://www.geograafia.ut.ee/en/studies/geoinformatics-urbanised-society-msc>
  - Students can also follow courses from other programmes, but at least 50 % needs to be from the above MSc. More info: <https://www.ut.ee/en/courses-taught-english>



## Politecnico di Torino, DIST

- Administrative contact:
  - tbc
- Academic departmental contact:
  - tbc
- Subject area(s) as registered in agreement: tbc
- Programme(s):
  - Tbc

NB Due to technical issues with the Erasmus+ tool, full agreement not yet signed. But exchange is possible!

# Norwegian University of Science and Technology (NTNU), Trondheim

- Administrative contact:
  - Wolfgang Laschet: [wolfgang.laschet@ntnu.no](mailto:wolfgang.laschet@ntnu.no)
- Faculty contact:
  - Peter Andreas Gotsch: [peter.a.gotsch@ntnu.no](mailto:peter.a.gotsch@ntnu.no)
- Subject area(s) as registered in agreement: Town planning
- Programme(s):
  - Students can follow courses from the MSc Urban Ecological Planning: <https://www.ntnu.edu/studies/msa1>.

# Utrecht University

- Contact:
  - Mirjam van Deutekom, International Office Geosciences: [international.geo@uu.nl](mailto:international.geo@uu.nl)
- Subject area(s) as registered in agreement: Geography
- Programme(s):
  - Incoming students can choose from any of the Master-level courses offered by the Graduate School of Geosciences
  - <https://students.uu.nl/en/geo/exchange-programmes/course-offering>

# Weimar

- Administrative contact:
  - Evelyn Beyer, [evelyn.beyer@uni-weimar.de](mailto:evelyn.beyer@uni-weimar.de), +49 3643 582362
  - Elodie Vittu, academic councilor European Urban Studies programme, [elodie.vittu@uni-Weimar.de](mailto:elodie.vittu@uni-Weimar.de)
- Academic contact:
  - Frank Eckardt, [frank.eckardt@uni-weimar.de](mailto:frank.eckardt@uni-weimar.de), +49 3643 582646
- Subject area(s) as registered in agreement: Geography, Urban Studies
- Programme(s):
  - Students can follow courses offered by the Institute for European Urban Studies
  - <https://www.uni-weimar.de/en/architecture-and-urbanism/institutes/ifeu/>





INTERNSHIPS



# Finding an internship

- More ad hoc and individual than the regularized Erasmus+ study exchange procedure:
  - Ad hoc: often, host organizations advertise positions last minute. Limited long-term planning (which runs counter to university bureaucracies...)
  - Individual: student engagement is needed to find an internship. Host organizations don't always have internships available and often look for a specific skill set. And students often have specific interests (theme, type of organization, location, timing) which don't always 'match' with offers from host organizations
- Role of internship coordinators (Bas van Heur and Joshua Grigsby)
  - Communication of internship opportunities
  - Acting as intermediary between students and host organizations (if needed/requested)
  - Management of internship agreements + evaluation and grading of reports

# Internship formalities

- 15 ECTS course unit, which equals 375-450 hours (10-12 full-time working weeks)
  - 'Year course', meaning the internship can be done anytime, and also part-time for a longer period than 10-12 weeks
- Register for the VUB course unit:
  - 'Internship' (course code: 4021214ENR)
- Compulsory in 4Cities practice/research tracks
- Learning outcomes:
  - To be able to effectively use your academic skills in an 'urban' work environment
  - To develop the right social skills to function effectively and collegially;
  - To be able to report in a professional manner.

# Internship formalities

- Internship without Erasmus+ Traineeship scholarship:
  - Simple procedure. Submission of VUB internship agreement to Bas van Heur and Joshua Grigsby before the start of the internship
  - NOTE: internship coordinators need to agree with choice of internship organization and content/focus of the internship!! No agreement means no recognition as 15 ECTS internship
- Internship with Erasmus+ Traineeship scholarship:
  - Requirement: internship outside of Belgium. 4Cities students need a minimum of '2-country-mobility' for their full curriculum. 4Cities students with full EMJMD scholarship cannot apply for additional Erasmus+ funding
  - More info: [https://ec.europa.eu/programmes/erasmus-plus/opportunities/traineeships-students\\_en](https://ec.europa.eu/programmes/erasmus-plus/opportunities/traineeships-students_en)
  - Follow application procedure for Erasmus+ Traineeship applications (see later slides) AND submit VUB internship agreement before the start of the internship

# Internship formalities

- **Canvas:**
  - All relevant documents can be found on the VUB Canvas learning environment in the 'Community Urban Studies' space.
  - Read closely the 'Internship procedure' document
- **Key steps:**
  - 1) Submit Erasmus+ Traineeship application (if you want to / can apply for this)
  - 2) Submit before the start of your internship the VUB internship agreement
  - 3) After the internship: your host organization contact should submit an evaluation form; you should submit an internship report

# Previous host organizations

## Our students are our best ambassadors

- Growing network of internship contacts
- If interested in one or more of these organizations, Bas van Heur can provide more detailed list with contacts







# ERASMUS+ APPLICATION PROCEDURE

## ADMINISTRATIVE STEPS

### Erasmus+ Study Exchange:

- Individual contact with Bas van Heur (during first semester)
- 28 Feb: submission deadline application exchange coordinator
- Final permission for departure after deliberation in June or September (for studies)
- What to submit?
  - Short motivation (max. 1/2 page)
  - Destination partner: preferred option 1, option 2
  - Semester

**NOTE:** limited places available per partner, there will be a ranking of applications

## ADMINISTRATIVE STEPS

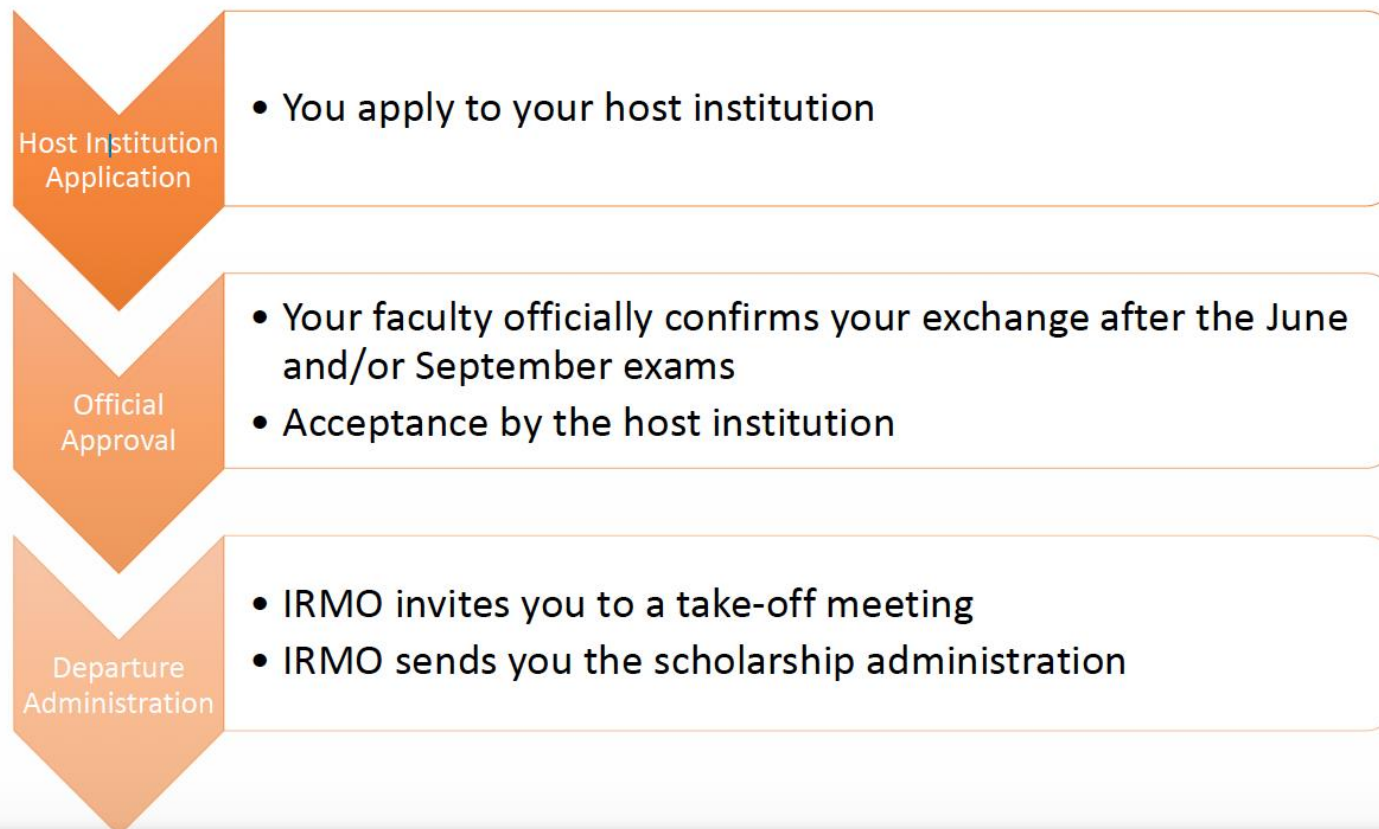
### Erasmus+ Traineeship

- Coordinators: Bas van Heur and Joshua Grigsby
- VUB procedure: same timing as Erasmus+ study exchange -> submit application (brief motivation, destination country, semester) before 28 Feb

## NAMES AND E-MAILS

- MSc 4Cities
  - Bas van Heur, [bas.van.heur@vub.be](mailto:bas.van.heur@vub.be)
  - Joshua Grigsby, [Joshua.Grigsby@vub.be](mailto:Joshua.Grigsby@vub.be)
- VUB Faculty of Sciences
  - Marjan Maes, [marjan.maes@vub.be](mailto:marjan.maes@vub.be)
- VUB IRMO: [exchange.outgoing@vub.be](mailto:exchange.outgoing@vub.be)

# Application Procedure Erasmus+study exchange







PRACTICALITIES

# Practicalities

## Can I do a paid internship?

- University internship agreements (somewhat confusingly) mention that internships should be unpaid, but this is not quite true.
- Internships can be paid if indicated as 'expense allowance' up to approx. 30-35 Euro per day. Higher allowance is counted as real wage, which means employers pay full social contributions + (Belgian-based) parents can lose child allowance
- Above applies to the Belgian context:
  - In some countries (e.g. France) payment of interns is a legal obligation
  - Combined payment of Erasmus+ bursary and allowance paid by internship organization is not explicitly forbidden

## Practicalities

**I am a 4Cities student and receive an EMJMD scholarship. Can I additionally apply for Erasmus+ study exchange and Erasmus+ Traineeship scholarships?**

- NO
- BUT: you will have to follow the same application procedure as everyone else for the Erasmus+ study exchange (in order to be able to use the exchange agreement)

# Practicalities

## Can I combine an internship abroad with my study exchange abroad?

- Technically possible, but please note:
- Not allowed to combine Erasmus+ Study Exchange scholarship and Erasmus+ Traineeship scholarship in one and the same semester (no overlap allowed)
- Combination of internship and study exchange in one semester leads to high study load: 15 ECTS internship + min. 21 ECTS study exchange
  - Possible, but check feasibility
  - Note: some exchange universities require minimum amount of ECTS taken



# Practicalities

## Can I combine my internship with my MSc thesis?

- Yes, this is possible and even encouraged. It can be a great (and efficient) way of putting the expertise acquired during the internship to use in your MSc thesis
  - Examples: internship organisation as empirical case for your thesis; develop contacts and networks that are important for your thesis; become acquainted with research skills or bodies of literature also relevant for your thesis
- BUT: important that MSc thesis is substantively new. No simple reproduction of internship output allowed
  - Internship is about gaining experience in the day-to-day work of an organisation, not about the design and execution of an individual research project



# Practicalities

## Can I do an internship or an Erasmus+ study exchange in my 'home country'?

- Yes, you can.
- BUT: you will receive lowest priority in the ranking for the Erasmus+ Study Exchange or Erasmus+ Traineeship scholarship for this period.
- AND: your current residence needs to be in Belgium.
- NOTE: this also applies to 4Cities students with full EMJMD scholarship. Contributions to subsistence costs will be interrupted for the periods spent in the country of residence of the scholarship holder (means: no money!!)

# Practicalities

**I am a 4Cities practice/research track student. As year 1 only has 50 ECTS of compulsory courses, can I select additional elective courses in Vienna in year 1?**

- YES, possible as you are enrolled as full-time student both at the VUB and Universität Wien. Limit: max. 66 ECTS in year 1.
- Course catalogue is usually published end of January. Registration for most courses has to be done in February. No registration in advance is necessary for courses of the type 'lecture' (Vorlesungen). For these courses you only have to register for one of the exams at the end of semester.
- Contact: Gudrun Haindlmaier ([gudrun.haindlmaier@univie.ac.at](mailto:gudrun.haindlmaier@univie.ac.at))
- NOTE: combination of 'extra' courses in Vienna year 1 + Erasmus exchange year 2 can be problematic due to minimum ECTS to be followed during the exchange

# Practicalities

**I am a 4Cities research/practice track student. Can I do my internship and follow elective courses in year 2 in Vienna and/or Brussels?**

- EACEA requirement: at least 2 countries, different from country of residence of student
  - Strictly speaking requirement fulfilled after year 1 in Brussels and Vienna
  - Except for Belgians and Austrians: requirement to do an internship or study exchange in a 3rd country
- Year 2, option 1: continue with elective courses in Vienna and/or Brussels + internship anywhere. In Vienna: option to follow courses at Uvienna + other universities in Vienna
- Year 2, option 2: Erasmus+ study exchange with one of our partner universities + internship anywhere

## Practicalities

**Is it a problem if total number of ECTS of my courses selected at the Erasmus+ partner university  $\neq$  total number of ECTS 'needed' in my MSc 4Cities or MSc Urban Studies curriculum?**

- If total number of ECTS is below 120 ECTS, then yes, this is a problem: you need 120 ECTS to be able to graduate.
- If slightly more than 120 ECTS, this credit mismatch is not a problem (up to 1 course 'more' than 120 ECTS).

## Practicalities

### **Will I always be accepted for my preferred Erasmus+ study exchange destination?**

- NO. We try to make it possible and we have ample choice with >25 partner universities, but each institutional Erasmus+ exchange agreement specifies a maximum number of students that can be exchanged per mobility period. This is usually not more than 2 students.
- Erasmus+ funding has also been reduced in the last years, making a ranking of student applications likely.
- In your application: specify at least 2 Erasmus+ destinations (preference + alternative)

# Practicalities

## Erasmus+ KA1 Traineeship after your studies/ graduation

- ✓ Not part of your VUB programme
- ✓ In line with your obtained degree
- ✓ Within 1 year after graduation
- ✓ Apply before graduating, following the VUB rules & deadline, to the VUB and Flanders Knowledge Area
- ✓ Grants are awarded on a first come first served basis
- ✓ Same deadline: **March 1st** – motivation, semester, destination, etc. not needed



# Practicalities

## **German universities can request payment of semester fee, also to Erasmus exchange students**

- Not in line with EU rules, but still reality...
- Please check university website and/or ask contact person at exchange university
- Semester fees seem to be between 200 and 400 Euros (but mostly includes semester ticket for public transport)

# Practicalities

**Non-EU students have a 2-year Belgian residence permit on the basis of a student visa. Does this permit/visa allow one to do an internship outside of Belgium (but in the EU)?**

- Well, it's complicated... In most cases, there is no problem. But:
- Some countries consider an internship as work, in which case a work visa is required.
- In practice, every country has its own set of national rules regarding internships.
  - In principle, an internship that is a mandatory part of the curriculum is exempted from the work permit requirement (but national differences in 'interpretation' can still apply).
  - In the case of a non-mandatory internship, stronger differences between countries.





# QUESTIONS?