

A top-down view of a person's hands interacting with a corkboard. The left hand holds the corkboard steady while the right hand uses a yellow pen to point at a small mark on it. The corkboard features a black silhouette of a world map. The background is a desk with a detailed world map, a vintage-style compass, and a portion of a black mug. The text 'Online Info Session Minor Abroad' and 'Spring 2023' is overlaid in a bold, purple font.

# Online Info Session Minor Abroad

## Spring 2023

# Short introduction

Marilyn Bailey

Study abroad advisor FHICT, cluster officer Technology

Esther de Laat, Heleen Swillens

Student Desk (assistance mailbox, MO, Learning Agreement, Transcript of Records)

[fhictstudyabroad@fontys.nl](mailto:fhictstudyabroad@fontys.nl) (for outgoing students FHICT)

[studytechnologyabroad@fontys.nl](mailto:studytechnologyabroad@fontys.nl) (used for nomination to partners)

<https://www.studyabroadfontysict.nl/contact/> and [FAQ-page](#)



# FAQs online

Here you will find some answers at most FAQ topics Study Abroad.

Is your requested information not here? Feel free to contact [fhictstudyabroad@fontys.nl](mailto:fhictstudyabroad@fontys.nl).

## General

Brexit and Erasmus+

---

Contact persons internationalisation per study programme

---

Erasmus+ and Coronavirus

---

Plan B

---

## Application process

Application process at the partner university

---

Contact details for application at partner university, Erasmus+ and Learning Agree

---

English proficiency

and so on...

<https://www.studyabroadfontysict.nl/faq/>



# Prepare your stay abroad – part I

## Orientation


- ☐ information, motivation

## Application

- ☐ register & apply
- ☐ selection procedure
- ☐ nomination and acceptance
- ☐ application at partner university
- ☐ choose study field and courses
- ☐ scholarships



### HOW TO APPLY?

	STUDENT	Fontys	PARTNER UNIVERSITY
		Fontys Team Study Abroad (Fontyswide partner)  FHICT International Desk (FHICT partners)	
Application 1	Registration and application in Mobility Online		
Acceptance allocation selection 2		Selection when there are more applicants than available Fontys places at a partner university	
Nomination 3		A formal step in which Fontys submits the student's application to the partner university and requests admission	
Acceptance by partner university 4			Partner confirms admission to Fontys and/or student and informs student about further application process
Application and registration process 5	Communication application and registration process		Communication application and registration process

# Next steps: application and formalities

- ☐ application process partner institution
- ☐ register courses in Mobility Online  
(and at partner according to their procedure)
- ☐ approval Learning Agreement by Exam Board FHICT  
**e-mail**, also Changes LA
- ☐ apply for a scholarship



<https://youtu.be/rHw7XP7mD3s>

» 6 ESSENTIALS «

TO PREPARE YOUR STAY ABROAD



1 Create your Learning Agreement in Mobility Online. Questions? Contact your coordinator internationalisation.



2 Check your finances. Can you apply for a grant?



3 Make sure you have valid insurance that covers healthcare, repatriation and third-party liability.



4 Does your host university offer housing? Should you arrange housing yourself?



5 Do you require a visa to enter the country of your choice? Contact the embassy for details.



6 Check the RZA travel advice for your destination. Code yellow? Complete the risk analysis.

 Info at [fontys.nl/studyabroad](https://fontys.nl/studyabroad)

# Application process partner university

- communication and continuing process per partner varies a lot
- receiving institution and student are in charge
- provide details and documents
- note deadlines
- [FAQ page](#) website Studyabroadfontysict.nl
- Some documents support by [contact persons](#) Internationalisation per profile

## Need help?

Send an e-mail to [fhictstudyabroad@fontys.nl](mailto:fhictstudyabroad@fontys.nl) (or ask Student Desk or Q&A hour)

# Contact persons Fontys Staff

- Your Exam Board – Learning Agreement
- Semester coach or contact person internationalisation – help with content and study career questions, programme/courses
  - S                      Samuil Angelov
  - T                      Renata Frenken-Liskova
  - M                      Constanze Thomassen
  - B                      Luciënne Wijgergangs
  - I                      t.b.a.
  - Tilburg              David Schol
  - ES                      Roopali Gupta
- Fontys Team Study Abroad – general matters Fontyswide partners

# Learning Agreement

- ☐ Select courses from course list partner (if available)  
30 ECTS (credit transfer some countries)
- ☐ Learning Agreement in Mobility Online  
print step pdf-document LA
- ☐ At FHICT approval by Exam Committee  
note: send in by email
- ☐ Signed by 3 parties and upload in MO

[studyabroadfontysict.nl/faq/process-steps-learning-agreement/](https://studyabroadfontysict.nl/faq/process-steps-learning-agreement/)



# Learning Agreement

The sending institution	
Name of contact person in the sending institution	<input type="text"/>
Position of contact person in the sending institution	<input type="text"/>
Phone number of contact person in the sending institution	<input type="text"/>
E-mail address of contact person in the sending institution	<input type="text"/>
Name of responsible person in the sending institution, who will sign your Learning Agreement for Studies	<input type="text"/>
Position of responsible person in the sending institution, who will sign your Learning Agreement for Studies	<input type="text"/>
Phone number of responsible person in the sending institution, who will sign your Learning Agreement for Studies	<input type="text"/>
E-mail address of responsible person in the sending institution, who will sign your Learning Agreement for Studies	<input type="text"/>

## Contact person

Marilyn Bailey

Study Abroad Advisor Fontys ICT

+31 8850 78703

[fhictstudyabroad@fontys.nl](mailto:fhictstudyabroad@fontys.nl)

## Responsible person LA

Exam Board: person and contact details

Not known?

Exam board ICT & Business

Exam board ICT & Media Design

Exam board ICT & Software Engineering

Exam board ICT & Technology

or regarding specialization

Check [Portal FHICT/studentenplein](https://portal.fhict.nl/studentenplein)



# Financial matters & scholarship

- set up a budget
- application deadline Scholarship **28 November 2022**
  - Erasmus+ (Mobility Online)
  - Holland Scholarship (by e-mail)  
Note specific [procedure](#)
- required in case of a scholarship:  
ambassadorship, written assignment after your return, sharing & caring  
e.g. presentation, pitch, video, photos



<https://youtu.be/1nsNqdWePbU>



# Prepare your stay abroad – part II

## Pre departure

- ☐ submit Learning Agreement before departure
- ☐ practical matters: housing, visa, insurance etc.
- ☐ Study Abroad Event: *17 November*
- ☐ Pre departure meeting: *8 December*

## Stay abroad & after stay

- ☐ Changes LA
- ☐ ambassador, role model, evaluation, feedback
- ☐ Transcript of Records
- ☐ share experiences!!

## » 6 ESSENTIALS «

TO PREPARE YOUR STAY ABROAD



1

Create your Learning Agreement in Mobility Online. Questions? Contact your coordinator Internationalisation.



2

Check your finances. Can you apply for a grant?



3

Make sure you have valid insurance that covers healthcare, repatriation and third-party liability.



4

Does your host university offer housing? Should you arrange housing yourself?



5

Do you require a visa to enter the country of your choice? Contact the embassy for details.



6

Check the RuZa travel advice for your destination. Code yellow? Complete the risk analysis.



Info at [fontys.nl/studyabroad](https://fontys.nl/studyabroad)

# Housing

- part of partner agreement “receiving institution”  
note deadlines to apply for it!
- campus dorms
- housing agencies
- find accommodation yourself
- search platforms



<https://youtu.be/AUytnJxxePo>

# Practical matters

- Check **visa** information [www.buza.nl](http://www.buza.nl) and ask your national embassy
- **Insurance:** healthcare, repatriation and third-party liability worldwide coverage up to € 1,250,000.00
- Insurance through non-EU partners can be mandatory

[fontys.edu/Fontys-Study-Abroad/Practical-information](http://fontys.edu/Fontys-Study-Abroad/Practical-information)



# COVID-19 and safety abroad

- Travel Advice BuZa and decision Fontys Central Crisis Team if applicable  
Destination has to be green or yellow!
- Register in MO all times:
  - contact person ICE
  - your actual address abroad
- ICE **+31 247 247 247**  
Dutch Ministry of Foreign Affairs 24/7



# Look ahead - stay abroad and after stay

*although it still takes a while...*

- ☐ Changes Learning Agreement (courses)
- ☐ Share experiences!!  
Blog, visuals, Study Abroad Guide, Instagram take over
- ☐ Transcript of Records
- ☐ Evaluation, feedback
- ☐ Share experiences!!  
Inspire and help other students Fontys ICT  
presentation, pitch, video, photo's after your return



# Edubadge Global Acting

- at least 3 international experiences
- examiners Global Acting theme
- extra badge on your (LinkedIn) profile





# Questions and remarks?

