

Organisational structures inside Universities

the University of Antwerp

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University of Antwerp *some facts and figures*

- 4 campuses
- 9 faculties
- 2 research institutes
- 2203 doctoral candidates
- 991 international doctoral candidates



Joint PhDs around the world (since 2017)

A light blue silhouette of a world map is centered on a dark blue background. The map shows the outlines of all major continents.

184





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**International Staff
Office**

**Faculty and
supervisor**

**Antwerp Doctoral
School**

MONDO

International Staff Office

- part of the HR department
- offers advice and support to incoming and outgoing employees
- assists with questions on
 - immigration formalities
 - residence permit
 - work permit
 - social security & health insurance
- gives help and advice to family members





Faculty

- shows you around
- introduces you to your research group/colleagues

Supervisor

- organises a meeting on the expectations about your work
- supervises the work during the stay



PhDs @ UAntwerp

Researcher needs to find a supervisor (+ subject)

UAntwerp website can assist in

- finding an expert
- contacting a research group
- contacting a faculty for help

Supervisor and subject found?

The Antwerp Doctoral School will help the PhD candidate with the PhD process

Joint PhD

the PhD candidate



complete joint PhD application form



CV



statement of agreement supervisors



contact partner institution about procedure

the Antwerp Doctoral School (ADS)



review application form and send it to department or faculty board



after approval of faculty ADS contacts PhD candidate to say they can enroll



ADS starts up the contract negotiations with partner



Contract negotiations

- Antwerp Doctoral School contacts partner about contract
- suggest our contract (flexible to other templates)
- Antwerp Doctoral School does the negotiations **BUT** supervisor and PhD candidate need to give input
- faculty or department must give final approval before signing – very close collaboration
- both institutions need to sign, including the PhD candidate and supervisors
 - digital signatures are encouraged (DocuSign)



VLIR-template

Flemish Interuniversity Council

- fixed template between all five Flemish universities
 - Ghent University
 - University of Antwerp
 - Vrije Universiteit Brussel
 - Hasselt University
 - KU Leuven
- no changes are allowed (*only personal details*)
- digital signatures

Registrar's Office | department of Education

PhD candidates

- can enroll all academic year
(until 31 May)
- re-enrollment every year

International students

- proof of enrolment at home
institution
- copy of master degree

Registrar's office

- master diploma verification
- joint PhD: informs PhD candidate
of enrollment procedure

Doing a PhD at the University of Antwerp

Research



Supervisor(s)
Individual PhD Committee

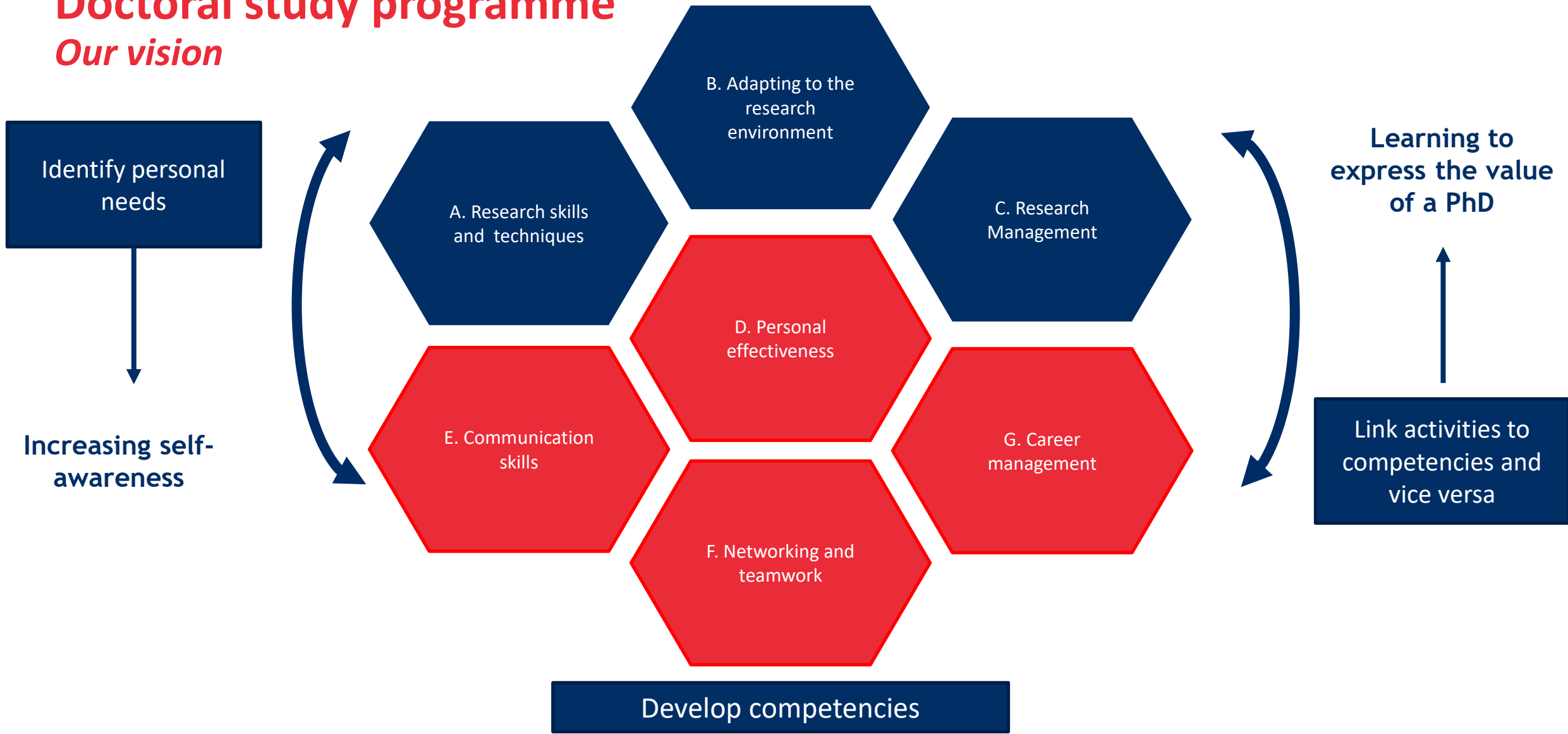
Doctoral Study Programme



Antwerp Doctoral School
Peer Review Commission

Doctoral study programme

Our vision

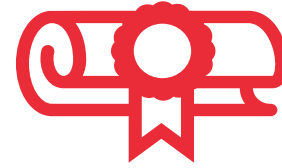


Develop competences



Learning by doing | e.g.

writing a manuscript
giving a presentation
attending a conference



Following a course offered

by the Antwerp Doctoral School
by other services of the UAntwerp: Dive into Business, Linguapolis, StatuA, ...
interuniversity: Flames, f-Tales, From PhD to jobmarket, VAIA, ...
by another university or a non-academic organisation



MONDO

- a joint initiative of
 - the International Staff Office
 - the International Students Office
 - the Antwerp Doctoral School
- creates a social network for foreign staff members, PhD candidates and their family members
- strengthens social cohesion
- broadens social network
- helps foreign staff become acquainted with the country
- monthly social activities
 - guided city tours
 - museums
 - bicycle tours

Practical guide

for international PhD researchers





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