

Welcome to the University of Louvain



Need Information



IN PERSON

- Promotor/Supervisor
- Secretary staff of your institute

LIFE IN UCLouvain OR IN BELGIUM

- Louvain Welcome Desk Website : <https://uclouvain.be/en/research/welcome-desk>
- If you are lost : welcome-researcher@uclouvain.be

Need Information : Louvain Welcome desk

Service for international researchers that either arrive at UCLouvain or are currently looking for opportunities to do so.



- Louvain Welcome Desk → Several administrative units working together to best answer your questions.
- Reachable by email : welcome-researcher@uclouvain.be
- **Website with information about research at UCLouvain as well as all non-academic matters that might be relevant for your stay in Belgium :**
<https://uclouvain.be/en/research/welcome-desk>

→ In mostly each institute, a person from the administrative staff is there to welcome you physically and answer your question. If you don't know who this person is, don't hesitate to ask us !



PROGRAMS & RESEARCH IN ALL ACADEMIC FIELDS

Among the oldest European universities (founded in 1425)

Ranked in the top 1.25% (164th) best universities worldwide



22
RESEARCH INSTITUTES

2,500
RESEARCH PROJECTS PER
YEAR

65
ACTIVE SPIN-OFFS

38
TECHNOLOGY
PLATFORMS

Almost 600 years



1425

KU LEUVEN



1968

UCLouvain



One university, 7 campuses



- **Louvain-la-Neuve**
 - Humanities and social sciences
 - Science and technology
 - Motor sciences
- **Brussels Woluwe**
 - Medicine and dental sciences
 - Pharmacy and biomedical sciences
 - Public health
 - University hospital
- **Mons**
 - Information and communication
 - Economics and business management
 - Political and social sciences

- **Charleroi**
 - Business management sciences
- **Namur**
 - University hospital
- **Brussels Saint-Gilles and Tournai**
 - Architecture



International University



32,000

Students, 19%
international

2,100

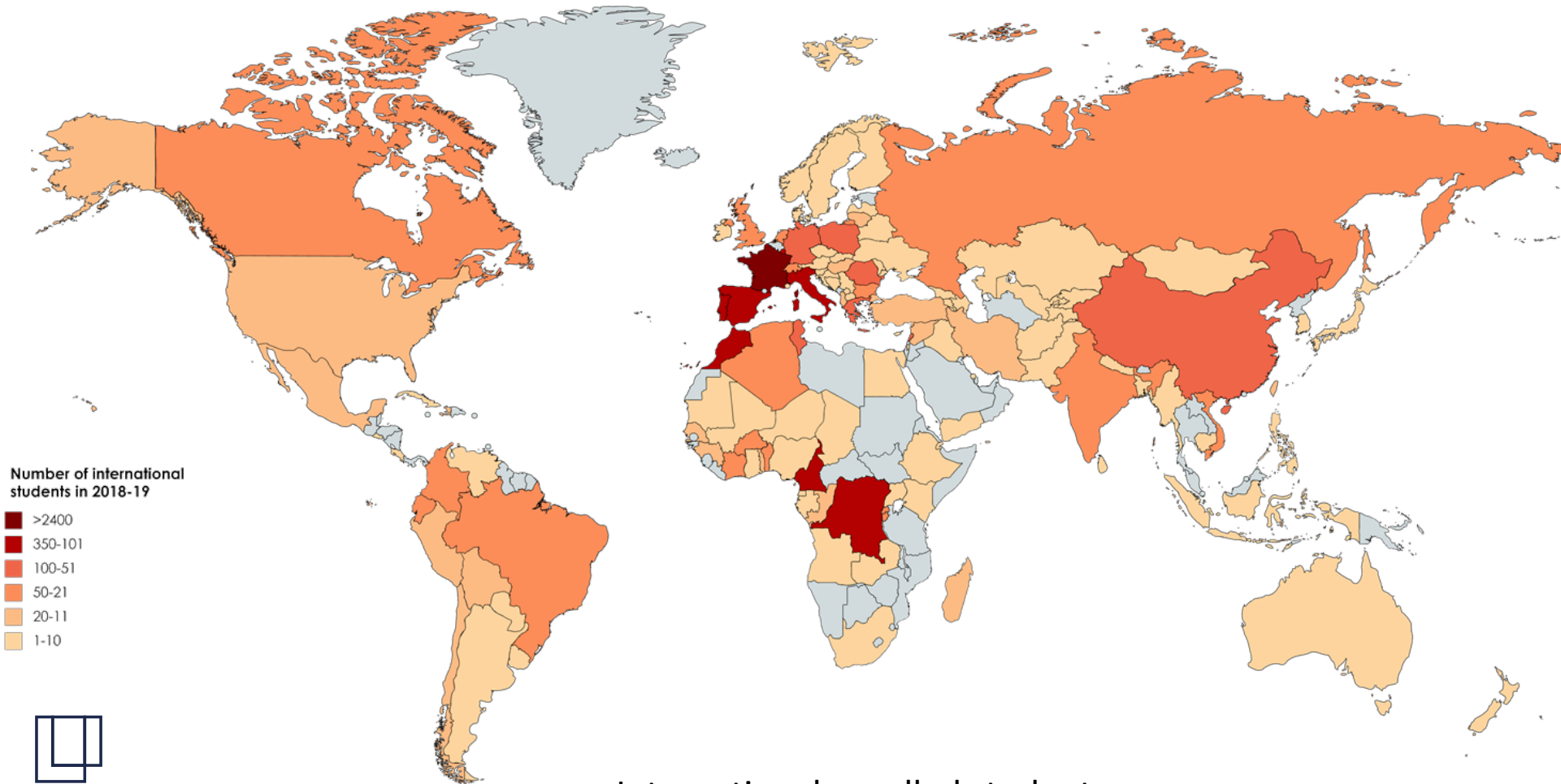
PhD students, 46%
international

1,900

teachers, 14%
international

3,100

researchers, 30%
international



International enrolled students

International University

565

Erasmus (EU) and
Mercator (hors UE) partnerships

28

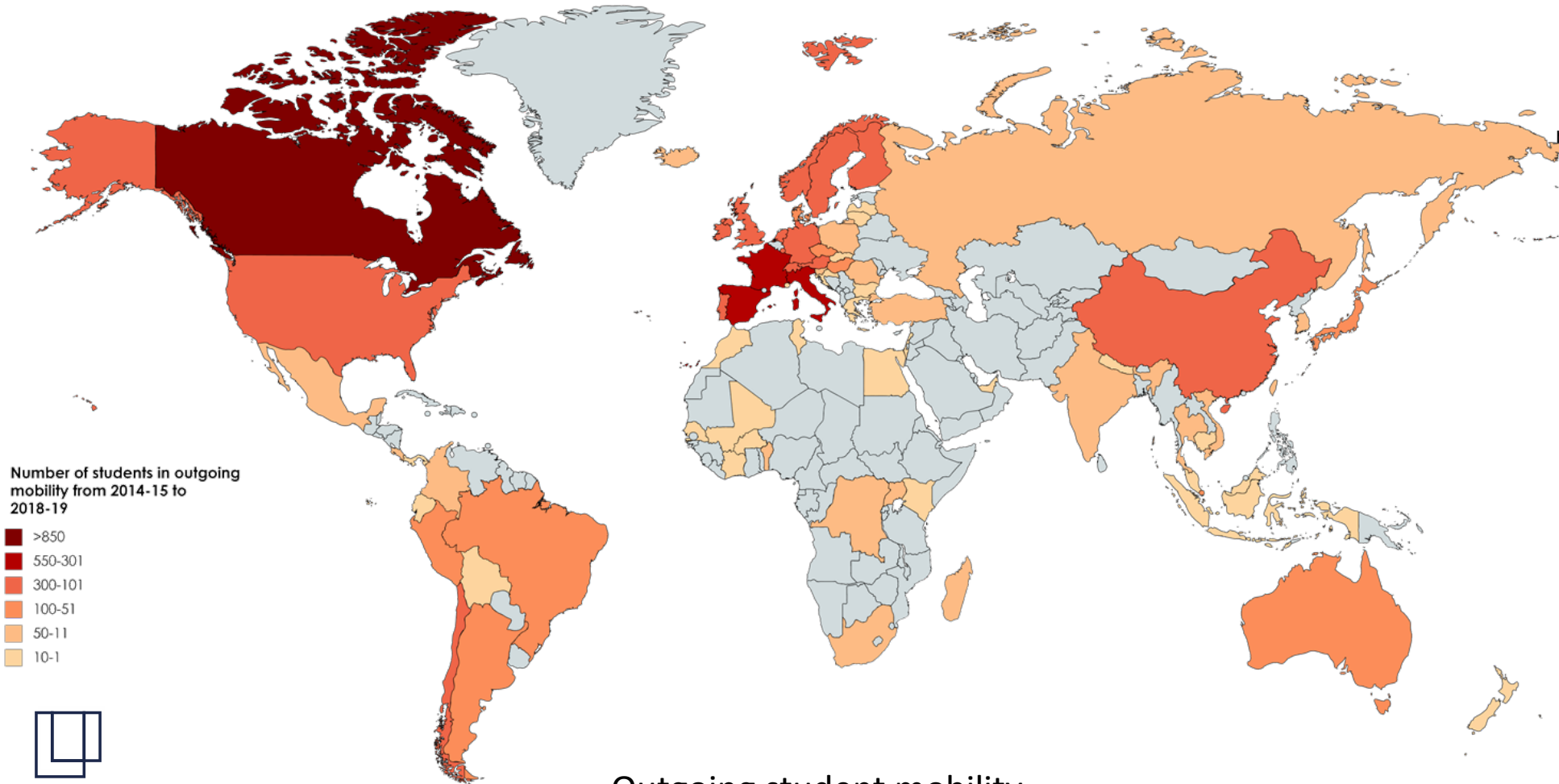
master's programmes
taught in English

22

international joint
master's degrees

33

MOOCs
(Massive Open
Online Courses)
in 2017-18



Outgoing student mobility

International University

European University alliance with:

- King's College London
- Université de Paris
- Humboldt University of Berlin
- Aarhus University
- University of Oslo
- University of Belgrade
- University of Vienna
- University of Pisa



<https://www.circle-u.eu/>

<https://uclouvain.be/en/discover/circle-u.html>

Research
University



22

research institutes

38

technology platforms

2,500

research projects per year

€260

million in annual
research investment



Research University

43

European Research Council (ERC) grants

329

projects funded by European framework programmes

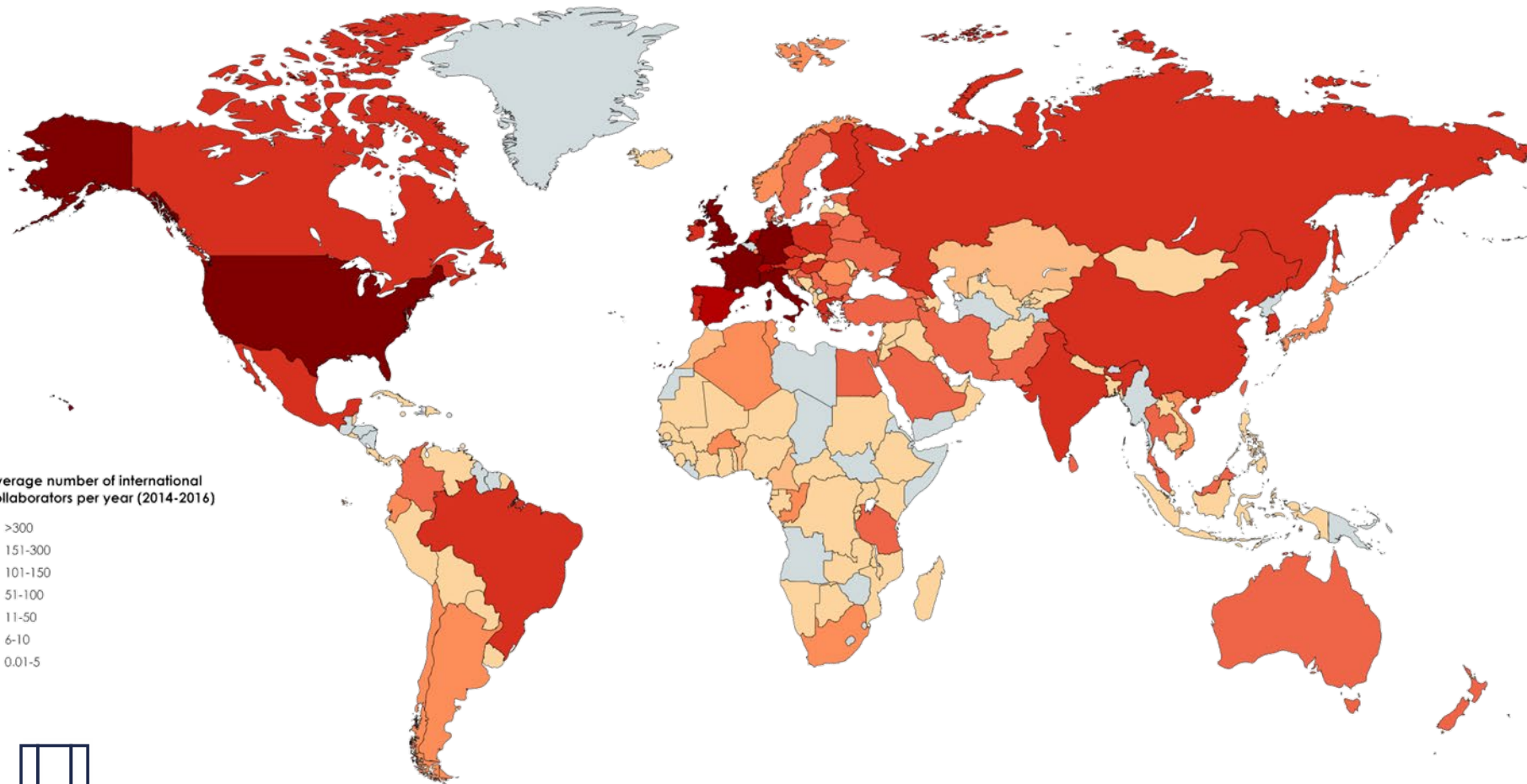
€1.7

million in capital resources dedicated to development cooperation

HR Excellence in Research award (Euraxess)



HR EXCELLENCE IN RESEARCH



Average number of international collaborators per year (2014-2016)

- >300
- 151-300
- 101-150
- 51-100
- 11-50
- 6-10
- 0.01-5



Joint publications

One university, a complex organization



Rector Office

General Director Office

Central administrations

University organized in 3 sectors

Sciences and Technology

Health

Humanities and Social Sciences

14 Faculties
(teaching)

22 Research
Institutes

Faculties

SC	Faculty of Science
EPL	Louvain School of Engineering
AGRO	Faculty of bioscience engineering
LOCI	Faculté d'architecture, d'ingénierie architecturale, d'Urbanisme



Research Institutes

IMCN	Institute of Condensed Matter and Nanosciences
ELI	Earth and Life Institute
IMMC	Institute of Mechanics, Materials and civil Engineering
ICTEAM	Institute of Information and Communication Technologies, Electronics and Applied Mathematics
IRMP	Research Institute in Mathematics and Physics
LAB	Louvain Research Institute for Landscape, Architecture, Built Environment
LIBST	Louvain Institute of Biomolecular Science and Technology

Health (mostly in Brussels Woluwe)



Faculties	
FSM	Faculty of Motor Sciences (LLN campus)
FSP	Faculty of Public Health
MEDE	Faculty of Medicine and Dentistry
FASB	Faculty of Pharmacy and Biomedical Sciences

University Hospitals
Cliniques universitaires saint Luc (Brussels)
Centre hospitalier Universitaire CHU UCL Namur



Research Institutes	
DDUV	De Duve Institute
IONS	Institute Of Neuroscience
IREC	Institute of Experimental and Clinical Research
IRSS	Institute of Health and Society
LDRI	Louvain Drug Research Institute

Humanities and Social Sciences



Faculties

TECO	Faculty of Theology
DRT	Faculty of Law and Criminology
ESPO	Faculty of Economic, Social and Political Sciences and Communication
LSM	Louvain School of Management
FIAL	Faculty of Philosophy, Arts and Letters
PSP	Faculty of Psychology and Educational Sciences

Research Institutes

LOURIM	Louvain Research Institute in Management and Organizations
RSCS	Religions, Spiritualities, Cultures, Societies Research Institute
IACCOS	Institute for the Analysis of Change in Contemporary and Historical Societies
ILC	Institute for Language and Communications
INCAL	Institute for the Study of Civilisations, Arts and Letters
IPSY	Psychological Sciences Research Institute
ISP	Higher Institute of philosophy
ISPOLE	Institute of Political Science Louvain-Europe
JURI	Institut pour la recherche interdisciplinaire en sciences juridiques
LIDAM	Louvain Institute of Data Analysis and Modeling in economics and statistics



Central administration

8 departments

ARH: [Administration of Human Resources](#)

ADRE: [Research Department](#)

ADRI: [International Relations Department](#)

ADFI: [Finance Department](#)

ADEF: [Teaching and Training Department \(SIC : Admissions offices\)...](#)

ADPI: [Estates and Facilities Management Department](#)

AREC: [External Relations and Communication Department](#)

AVIE: [Student Life Office](#)

Website : <https://intranet.uclouvain.be/fr/myucl/travailler>

- Formalities related to your work (documents for obtaining the visa, etc.)
- Issue of employment contract or fellowship/scholarship letter
- Payment of salary or fellowship/scholarship
- Health Monitoring
- Career

Employment contact information : <https://uclouvain.be/en/research/welcome-desk/employment-contract-information.html>
and <https://intranet.uclouvain.be/en/myucl/working/new-employee.html>

Contact persons (HR administrative officers) depend on your status at UCLouvain :

- Researchers with a **contract** at UCLouvain : Gestion contrats chercheurs contrats-chercheurs@uclouvain.be (Santina Bongiovanni and Dominique Socquet)
- Assistants : Aurélie Pirson aurelie.pirson@uclouvain.be
- Researchers with a **fellowship/scholarship** : Gestionnaire Bourses Doc et Post-doc bourses.docpostdoc@uclouvain.be (Marianne Kock)
- Researchers with a **FNRS-FRIA-FRESH fellowship** : Ombeline Masson ombeline.masson@uclouvain.be
- **Visiting** Researchers : Gestion professeurs et chercheurs visiteurs visiteurs@uclouvain.be (Santina Bongiovanni and Dominique Socquet)

SIC – Admissions offices (only for PhD students)



For PhD student :

Admission/enrolment :

- 1) Application needs to be approved by your subject-specific doctoral committee (CDD)
- 2) Enrolment at University by contacting the Admissions offices (SIC)

Contact : <https://uclouvain.be/en/study/inscriptions/contacts.html>

Information about doctoral studies : [Valo Doc Louvain](#) (intranet)

DUAL STATUS at UCLouvain :	Simple STATUS at UCLouvain :
<p>Doctoral student = STUDENT Doctoral student with doctoral scholarship from UCLouvain or FNRS = STUDENT + STAFF</p> <p>Your contact for student matters : Admissions office + CDD Your contact as a staff member : HR Department</p>	<p>Self-supporting PhD student = no paid scholarship (or salary) by UCLouvain or FNRS</p> <p>➤ For UCLouvain = only STUDENT (but member of scientific body)</p> <p>Your contact : Admissions office + CDD</p>

The International Relations Office contributes to the University internationalization, by providing logistical and administrative support to a range of international projects and programs.

It is structured around following missions:

❖ **Mobility of students, PhD, teachers and staff:**

- Institutional coordination and monitoring (in close collaboration with faculties) of student, teacher and staff mobility programs.
- Relations with donors and external institutions (AEF-Europe, UE – Erasmus+ Key Action 1, 2 & 3, Jean Monnet, DG Devco, Enabel, WBI).

❖ **International institutional development:**

- Support and development of the University's participation in educational, research and community service projects in developing countries.
- Guiding supervisors in developing, managing and monitoring projects.
- Coordination of projects related to international policy: Acces2University, Circle U, Welcome desk for international students.

❖ Institutional Development:

- Monitoring institutional activities (agreements, key partnerships, international missions and events, embassy relations, hosting delegations, etc.).
- Monitoring the international attractiveness concerns of various stakeholders, such as the French Community of Belgium's Academy for Research and Higher Education (ARES), Wallonia-Brussels International (WBI), Wallonia-Brussels Campus (WBCampus) and the EU.

❖ Management of scholarships and scholarship holders:

- UCLouvain funding
- ARES
- Erasmus+ and Mercator
- Erasmus+ International Dimension
- CSC China Student Council

ADFI – Finance department

<https://intranet.uclouvain.be/fr/myucl/administrations/adfi/a-propos.html> (FR)

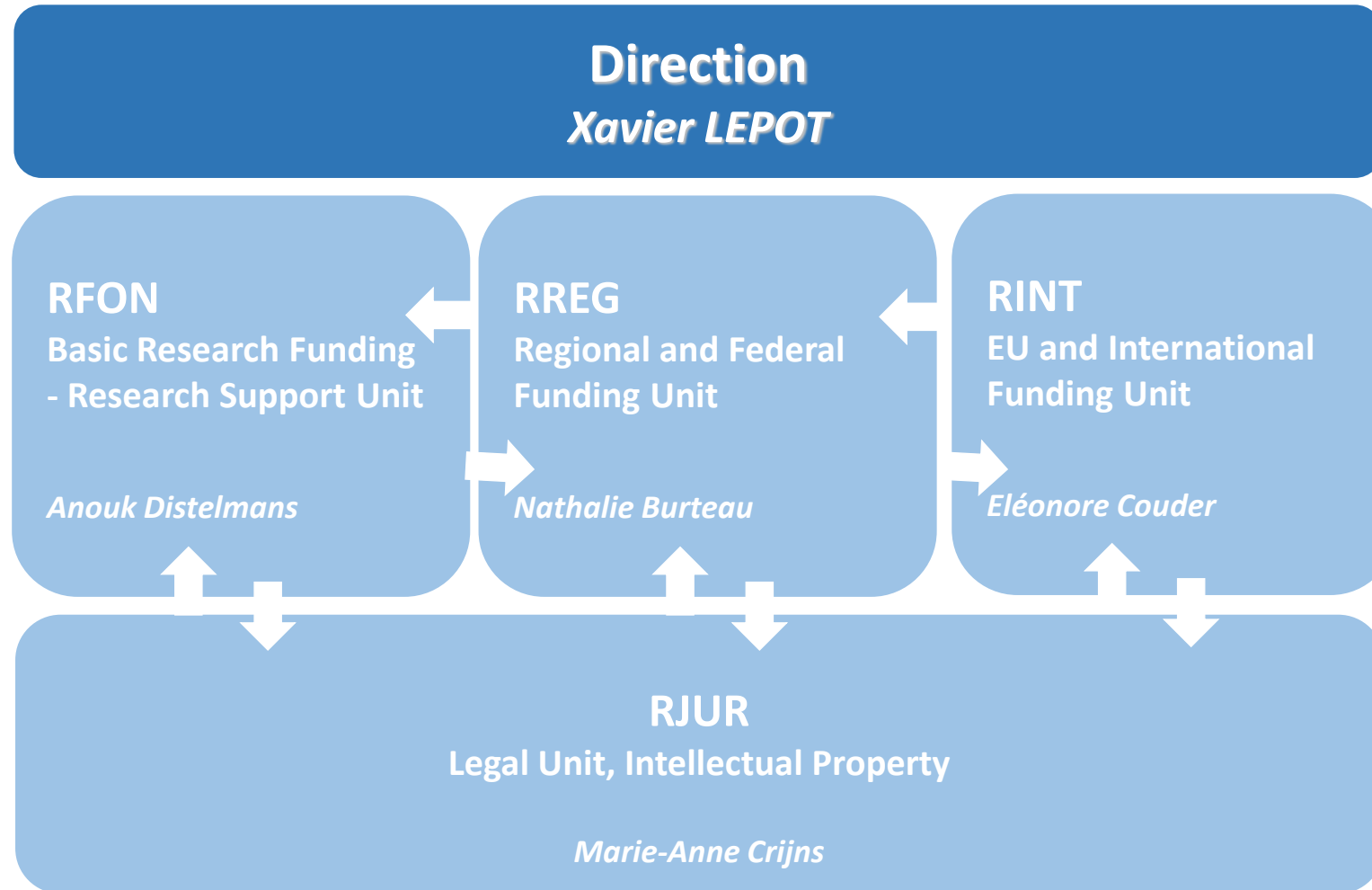


- **ADFI** : expense management, insurance, travel, budget,.....
- But for expense management, questions linked to travel,... your first contact will be your supervisor, secretaries of your institute or the CLC of you institute

CLC = Cellule logistique et comptable (logistics and accounting unit) : persons from ADFI who are directly working in the institutes ([list of CLC](#))

- When you travel outside Belgium as part of your research work, you should inform insurance department from ADFI : <https://intranet.uclouvain.be/fr/myucl/administrations/adfi/voyages-a-l-etranger-0.html> (FR)

ADRE – Research Department



More information : <https://intranet.uclouvain.be/en/myucl/administrations/adre>

Funding support

- Spreading information about research funding calls
- Identifying the funding that best suits researchers project ideas
- Assistance in proposal preparation, partner search, ...
- Assistance on administrative procedures and contractual issues

Contracts and legal advices

- Research funding agreements (funding and partnership with public funding bodies, SPF, etc.)
- Agreements with the Walloon region : DG06, Plan Marshall
- Contracts with companies
- Horizon Europe Consortium Agreements & and other european contracts (ESA, ERA-NET ...)
- International agreements
- Copyright, right to one's own image, Intellectual property,...

- Identifying potential partnerships between UCLouvain and businesses, and looking for funding to develop them
- Helping with [technology and knowledge transfer](#) via the [Louvain Technology Transfer Office \(LTTO\)](#)

Scientific body of UCLouvain (CORSCI)

<https://uclouvain.be/en/discover/corsci.html>



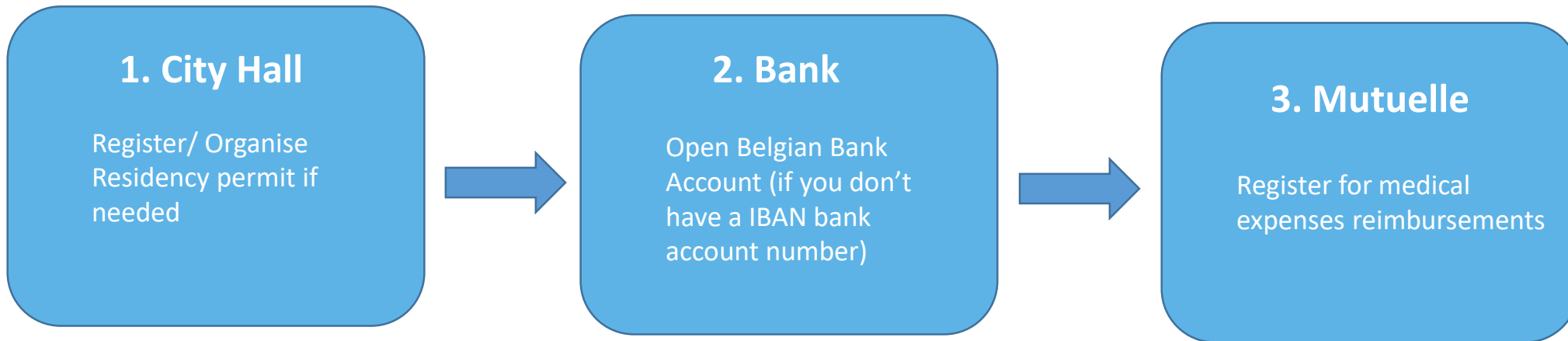
CORSCI

- Represent UCLouvain's scientists in the various bodies and commissions of the university
- Prepare requests, addressed from researchers, and to forward them to the appropriate academic authorities.
- Includes various scientific staff :
 - teaching assistants;
 - PhD students;
 - permanent researchers from the FNRS, the FRIA and other funding bodies;
 - doctoral and post-doctoral fellows;
 - scientific collaborators.

First steps in Belgium ...



What to do when you arrive in Belgium, besides university requirements:



Register with your city hall

<https://uclouvain.be/en/research/welcome-desk/register-with-your-commune.html>



- Registration with the commune (city hall) is compulsory **for stays of more than three months.**
- You have to register with the commune of your residency (not the commune of the university)
- Moreover, to register and organize residency permit, use Fellowship attestation received from ARH (for PhD and postdoc with UCLouvain fellowship)
- If you live in Louvain-la-Neuve : oll@etrangers.be , <https://www.olln.be/fr/ma-ville/services-au-public/etrangers>
- If you live in cities around Louvain-la-Neuve, check where your city hall is.
- If you live in Brussels, pay attention that there is [19 communes](#) and each one has its own city hall.
- If you live in Mons : <https://www.mons.be/ma-commune/administration/services-communaux/etat-civil-population>

Open a bank account

<https://uclouvain.be/en/research/welcome-desk/open-a-bank-account.html>



- If you don't have an IBAN bank account number and if your stay will last more than three months, you should open a bank account as soon as possible after arrival.

- Usually, opening a bank account requires the following documents :
 - passport or identification card
 - proof of residence in Belgium (a lease with a Belgian address)
 - for students, proof of university enrolment
 - for Uclouvain employees, an employment contract (PhD students and postdoc with UCLouvain fellowship, should use their fellowship attestation)
 - Be advised that certain banks will also request proof of registration with the city hall ("commune")

- You are of course free to choose your bank. On this website, you will find useful information :
<https://www.expatica.com/be/finance/banking/banking-in-belgium-100079/#Alternatives>

Health insurance (mutuelle)

<https://uclouvain.be/en/research/welcome-desk/health-insurance-0.html>



- Students and researchers who are not EU citizens are required to register with a health insurance agency (“mutuelle”), which partly covers the cost of care, drugs and hospitalization.
- You are free to choose the Belgian public health insurance agency (mutuelle) that you want. All the mutuelle providers offer more or less the same services but they have each some supplementary services.
- On this website, you will find useful information : <https://www.expatica.com/be/healthcare/healthcare-basics/health-insurance-in-belgium-445867/>

Mandatory & your own responsibility

Fire insurance

- Student room/kot : usually included in rent
- Apartment/house : not included – you need to get an individual insurance
- If you have expensive personal belongings : check if you should take a private insurance policy

More information : <https://www.expatica.com/be/finance/insurance/home-insurance-in-belgium-157272/>

Other useful information on the Welcome Desk website



Income taxes : <https://uclouvain.be/en/research/welcome-desk/income-taxes.html>

Social Security: <https://uclouvain.be/en/research/welcome-desk/social-security.html>

Childcare and schools : <https://uclouvain.be/en/research/welcome-desk/childcare.html>

Family allowance: <https://uclouvain.be/en/research/welcome-desk/family-allowances.html>

Learning French: <https://uclouvain.be/en/research/welcome-desk/learning-french.html>

Getting around in Belgium: <https://uclouvain.be/en/research/welcome-desk/getting-around-belgium.html>

Employment contact information : <https://uclouvain.be/en/research/welcome-desk/employment-contract-information.html>

...

First steps in UCLouvain

➤ Access card, student card and UCLouvain personnel card (smart card)

Card to enter the buildings, access the main university libraries, and parkings lots (via a yearly paying subscription) : <https://uclouvain.be/en/discover/smartcard.html>

➤ Identifiers and login : Activate your global account

Each staff member and student processes a UCL global user account. “Your global identifier” is your login and its associated password. To activate your global identifiers account :

<https://uclouvain.be/en/discover/activate-your-global-account.html> This login and password will be used for : email, access to UCL virtual desk (myucl), intranet on UCLouvain portal, WIFI connection



In case of difficulties, don't hesitate to contact the **SERVICE DESK** <https://uclouvain.be/en/discover/service-desk.html>

➤ Network access and Wifi

Wifi access is provided in all UCLouvain buildings via the eduoram network. The way to connect depends on your status at UCLouvain : <https://uclouvain.be/en/discover/wi-fi.html>

➤ **Libraries** : <https://uclouvain.be/en/research/welcome-desk/libraries.html>

➤ **IT service access**: <https://uclouvain.be/en/research/welcome-desk/it-service-access.html>

First steps in UCLouvain



➤ See the section <https://intranet.uclouvain.be/en/myucl/working/new-employee.html> for what you need to know or do by starting your contract/scholarship

➤ **Doctoral registration:** registration is free for certain categories :

<https://intranet.uclouvain.be/fr/myucl/travailler/subsides-d-etudes-minerval.html>

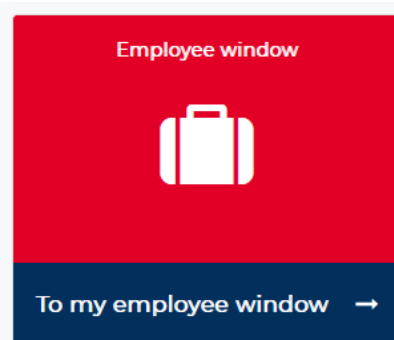
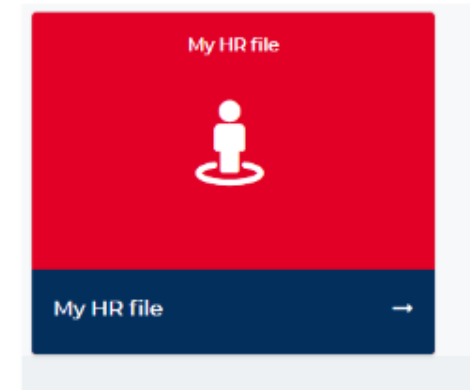
➤ **Fill in the health monitoring form :**

➤ Install the widget My HR File on the Virtual Desktop

➤ See <https://intranet.uclouvain.be/en/myucl/working/health-monitoring.html>

➤ **Fill in your professional coordinates :**

➤ Install the widget on My employee window



➤ Regulations :

- Labor regulations
- Regulations for scientific staff
- Fellowship/Scholarship rules
- Intellectual property regulations
- ...
- <https://intranet.uclouvain.be/fr/myucl/travailler/contrat-reglements-et-statuts.html>

- If you are a contract or scholarship researcher, or a PhD student, you are assigned to an **institute** and you belong to the **scientific body**. As such, PhD students have access to an email address identical to that of a staff member.
- If you are a contract researcher, your line manager is the **president of the institute**. Your manager is your promoter.

➤ Secretary / accountancy

Usually there are at least one secretary and one accountant per pole in each institute. They can help you with practical everyday problems. Don't hesitate to get in touch with them !

➤ Salary/Scholarship

- Amounts and scales are on the portal.
- Depending on your situation, there are social contributions and taxes.
- Payslips on the portal, in To my employee window
- Any questions about salary: remuneration@uclouvain.be

➤ Advantages

Depending on your category, there are benefits, such as free public transportation.

See <https://intranet.uclouvain.be/fr/myucl/travailler/frais-de-deplacements-domicile-lieu-de-travail-0-1.html>

➤ Holidays

For organizational reason, you should at least keep your supervisor informed (preferably by email) when you plan to go on holidays. As researchers, you are “personnel scientifique”(scientific staff)

<https://intranet.uclouvain.be/fr/myucl/travailler/jours-feries-fermeture-collective-0.html>

➤ Working hours/breaks

The number of working hours is defined in the UCLouvain contracts. It is advised to work between 8 or 9 a.m to 5 or 6 pm to maximize interactions with colleagues. But this is not a rule and it may vary from one research group to another. The lunch break is not counted in the working hours and usually people takes it between 12 and 2 p.m.

➤ Illness

You should inform your supervisor and ARH. You should send a medical certificate to ARH or FNRS (if you are paid by UCLouvain or FNRS) as from the first day. You can also provide a copy to your secretariat (but it could depend from one institute to another)

<https://intranet.uclouvain.be/fr/myucl/travailler/maladie-0.html>

Medical certificates to send at the ARH on : certificats-medicaux@uclouvain.be

➤ Change of status

Inform of any change (address, family status,...) and PhD degree in To my employee window or contact your HR administrative officer

➤ Extension of the contract or fellowship/scholarship

Quickly start the formalities if you need to extend your stay/residence permit. Contact your HR administrative officer

➤ Scientific missions abroad

Complete the form (www.uclouvain.be/formulaires-attestations)

First steps in UCLouvain



➤ Access and transportation to all campuses

- Most of the 7 campuses are accessible by car, bike, bus or train.



For more information : <https://uclouvain.be/fr/decouvrir/acces-contact.html> (FR)

- If you have a car, you can use in some area (“blue zones”), a parking disk. This system allows time-restricted free parking (2hours usually) through the display of a disk showing the time at which the vehicle was parked. Some car parks are reserved for UCLouvain members. A fee is payable at some locations. In free parking places, a (free) parking voucher is required and available for UCLouvain members. If you would like to subscribe for a non-free parking zone : <https://intranet.uclouvain.be/fr/myucl/administrations/adpi/obtenir-l-acces-aux-parkings.html> (FR)
- Information about bike shelters, bike rental, carpooling, or car share : <https://uclouvain.be/fr/decouvrir/acces-contact.html> (FR)
- Public transport in Belgium :
 - <https://uclouvain.be/en/research/welcome-desk/getting-around-belgium.html>
 - <https://uclouvain.be/fr/decouvrir/transports.html> (FR)





➤ At a glance :

[A guide for UCLouvain scientific community](#)

(created by Annelies Van de Ven – international postdoctoral researcher)

➤ Other resources:

- <https://intranet.uclouvain.be/en/myucl/serp/well-being/support-persons.html> (FR)
- <https://uclouvain.be/en/discover/equality/campagne-together.html>
- <https://uclouvain.be/fr/etudier/aide/ressources-externes.html> (FR)
- <https://intranet.uclouvain.be/en/myucl/administrations/adre/valodoc/my-doctorate-and-me.html>



Life on Campus



Buddy program for researchers organized by CORSCI



**INTERNATIONAL
RESEARCHERS**
UCLouvain
WG - **CORSCI**

The international researchers group of UCLouvain (from the [CORSCI](#)) organize different activities to welcome and support new international researchers at UCLouvain

Their new buddy program: for new researchers at UCLouvain who would like to meet an experienced researcher who can help them on their way (<https://uclouvain.be/en/discover/buddy-program.html>)

Follow also their activities on social medias (seminar, social and sport activities,...): @I.R.UCLouvain

Contact: international-researchers-corsci-wg@listes.uclouvain.be

UCLouvain Language Institute (ILV)



- PhD students and researchers that are staff members (mostly if you have funding from UCLouvain) can take advantage of language courses : <https://uclouvain.be/en/study/ilv/french.html>
- Collaboration with the “Louvain Languages Centers (CLL) : [intensive French summer and winter holiday programmes](#)

Other language courses

- [Louvain Language centers \(CLL\)](#) – campus Louvain-la-Neuve and Bruxelles Woluwé (not free)

Sport facilities and Sport card



- The [UCLouvain Sport and Fitness Service](#) offers more than **100 sports and fitness activities** as well as modern fitness facilities
- Sport facilities are located in Louvain-la-Neuve and Woluwé.
- You will find here all the offer : <https://uclouvain.be/en/study/sport/our-large-offer-0.html>

All students can register here for the UCLouvain Sport Card : [register for the Sport Card](#)

Researchers and lecturers (members of UCLouvain staff) can access sport and fitness activities by [registering for the ASPU Card](#). (Possibility of subscription for spouse and children).

For non-staff members, you can access the sport facilities



- For all students, [Culture Card](#) provides free or low-cost access to cultural activities in conjunction with some [100 cultural partners](#). **Culture Card is free** (it is included in the Student card)
- Researchers and lecturers (members of UCLouvain Staff) enjoy advantages for cultural activities via their UCLouvain Staff Card.

All advantages on this webpage
<https://uclouvain.be/fr/etudier/culture/la-carte-culture-pour-les-etudiants.html>
(in French)

➤ **Self-service restaurants offers daily specials, pastas and snacks at reasonable prices**

- Louvain-la-Neuve : [Sablon](#) (rue du Sablon 11) and [Galilée](#) (Place Galilée 1)
- Brussels Woluwé : [Martin V](#) (rue Martin V, 57/85, 1200 Woluwé Saint Lambert)
- Mons : [Bascule](#) (Chaussée de Binche 151, 7000 Mons)



➤ **Sandwich shops with fresh homemade sandwiches, soups, desserts, salads**

- Louvain-la-Neuve : [D'un pain à l'autre](#) (Grand-rue 16)
- Brussels Woluwé : [D'un pain à l'autre](#) (rue Martin V, 57/85, 1200 Woluwé Saint Lambert)

Discover Belgium



- **Addresses for shopping and visiting on our different campus**

<https://uclouvain.be/en/research/welcome-desk/other.html>

- **Cultural activities on our different campus**

<https://uclouvain.be/en/research/welcome-desk/culture-1.html>

- **Discover Belgium**

https://www.belgium.be/en/about_belgium/tourism





The ***International Student Council - C.G.E.I.*** is the group that represents and defends the right of all UCLouvain international students to the authorities.

The permanent staff is also there to advise international students on any difficulties they may encounter (courses, promoters, professors, housing, integration,).

The CGEI also organizes welcoming and discovery activities for new international students

Do not hesitate to discover their [website](#).

- International house for UCLouvain students from partner countries of the Belgian Development Cooperation
- Promote the integration of foreign people (students or not) into the host society by developing activities and services adapted to their need and specific situation
- Hosting and accommodating UCLouvain students from southern countries
- Social activities for residents and all public

More information : <https://www.placet.be/index.php/fr/>

International “Kot à projet” – KAP

<http://kapuclouvain.be/recherchekap/> (only in French)



KAP = association made up of 8 to 12 students who, in addition to living together in community housing (a kot), carry out a project that is close to their hearts.



Objectives = organizing activities for the other students as well as for the inhabitants of the surrounding area. Each kot à projet is specialized in a specific field such as culture, humanitarian or social aid, sports, or environmental protection. In addition to organizing activities, project kots can also provide services or raise awareness of their cause among other students. In all cases, they allow for gathering and discussion.



About 80 KAP in LLN, about 30 at Woluwe site and about 15 in Namur



All the activities proposed by the kots à projet can be found on the agenda of www.louvaininfo.be

Other useful information for your research

Research funding opportunities at a glimpse?



- **The weekly newsletter « *En direct de l'ADRE* »** will inform you on a regular basis about open calls and upcoming deadlines

To register : <https://intranet.uclouvain.be/en/myucl/administrations/adre/newsletter-adre.html>



- **The « Research funding » brochure :** an electronic guide presenting the main research funding options for current or prospective UCLouvain researchers. Its aim is to help you find the funding that best meets your needs.

Access : <https://intranet.uclouvain.be/en/myucl/administrations/adre/research-funding-opportunities.html>

Mobility Fundings (IN & OUT)

<https://intranet.uclouvain.be/en/myucl/administrations/adre/funding-to-promote-researcher-mobility.html>



- **Dissemination of the calls**
- **Info sessions**
- **Help preparing the applications (eligibility conditions, budgets, finding partners, ...)**
- **Administrative management (post-funding follow-up, contacts with funding body, ...)**

Contact persons :

Sara Wilmet - Elisabeth Colon
010 47 38 36 010 47 31 73

Mobility-adre@uclouvain.be

Euraxess : supporting researchers mobility

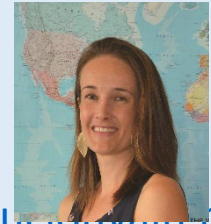


- **JOBS & FUNDINGS:** upload your CV, look for a host Institution or a supervisor abroad, job vacancy, etc.
- **WORKING ENVIRONMENT:** UCLouvain contributes to the improvement of the working conditions of all its researchers and to the promotion of their international career.
- **CAREER:** career development for researchers is a central element of the Euraxess initiative.
- **SERVICES:** administrative advice > 40 European countries > more than 500 centres. At UCLouvain, this support is provided by the «Welcome Desk for Researchers».

More info?

<https://intranet.uclouvain.be/en/myucl/administrations/adre/euraxess.html>

Contact person:



Sara Wilmet sara.wilmet@uclouvain.be
010 / 47 38 36

Doctorate administrative coordination and promotion :

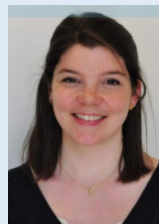
- Administrative path (who's who, regulations, steps, ...)
- Training & skills (disciplinary and transversal -> **online catalogue**)
- Integration & Career (**skills self-assessment brochure**, Net@Work, ...)
- Funding
- Mobility
- Valorization & Knowledge transfer



More info?

<https://intranet.uclouvain.be/en/myucl/administrations/adre/valodoc>

Contact person: Sophie Leclère
doctorat-adre@uclouvain.be
010 / 47 92 33



Thank you



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