



Vrije Universiteit Brussel

Welcome to apply for the

Vrije Universiteit Brussel PhD Scholarship

China Scholarship Council (CSC)

Programme of Excellence

Instructions for application

Steps:




1. Search for a CSC excellence PhD vacancy
2. Fill in the online application form
3. Create your applicant account (register)
4. Complete your personal data
5. Upload required and relevant documents

1. Search for a CSC excellence PhD vacancy

To search for a CSC (Programme of Excellence) PhD vacancy please click on this link or copy it to your browser

https://www.mobility-online.co.at/europe/MobilitySearchServlet?sprache=en&identifier=brussel01&kz_bew_art=IN&kz_search=V&aust_grp_id=36&aust_prog_id=923.

You will then be able to search for vacancies using the available filters (study area, study field). Click on

Show vacancy details to see the vacancies matching your search criteria. Vacancies marked with a green LED light  are open for applications, while those marked with a red LED light  are not accepting applications at this time. To view the description of the vacancy click on the  icon next to each vacancy.

This portal enables you to search for available vacancies according to selected criteria.

Preselection of vacancies

Type of application	<input checked="" type="radio"/> Incoming <input type="radio"/> Outgoing
Type of person	<input checked="" type="radio"/> Student <input type="radio"/> Teacher
Exchange program group	Regular students ▼
Exchange program	China Scholarship Council: Programme of Excellence ▼
Study area	<-- No choice --> ▼
Study field	<-- No choice --> ▼
Subject code	<-- No choice --> ▼
ISCED Code	<-- No choice --> ▼
Keywords	<input type="text"/>
Continent	Europe ▼
Country in which vacancy is offered	Belgium ▼
Institution offering vacancy	VRIJE UNIVERSITEIT BRUSSEL ▼
Faculty which offers vacancy	<-- No choice --> ▼

Based on the selected restrictions **32** vacancies are available.

Cancel **Show vacancy details**

2. Fill in the online application form

To apply for a vacancy please click on **either** the green led  next to the vacancy **or** by clicking on the

[Open online application form](#)

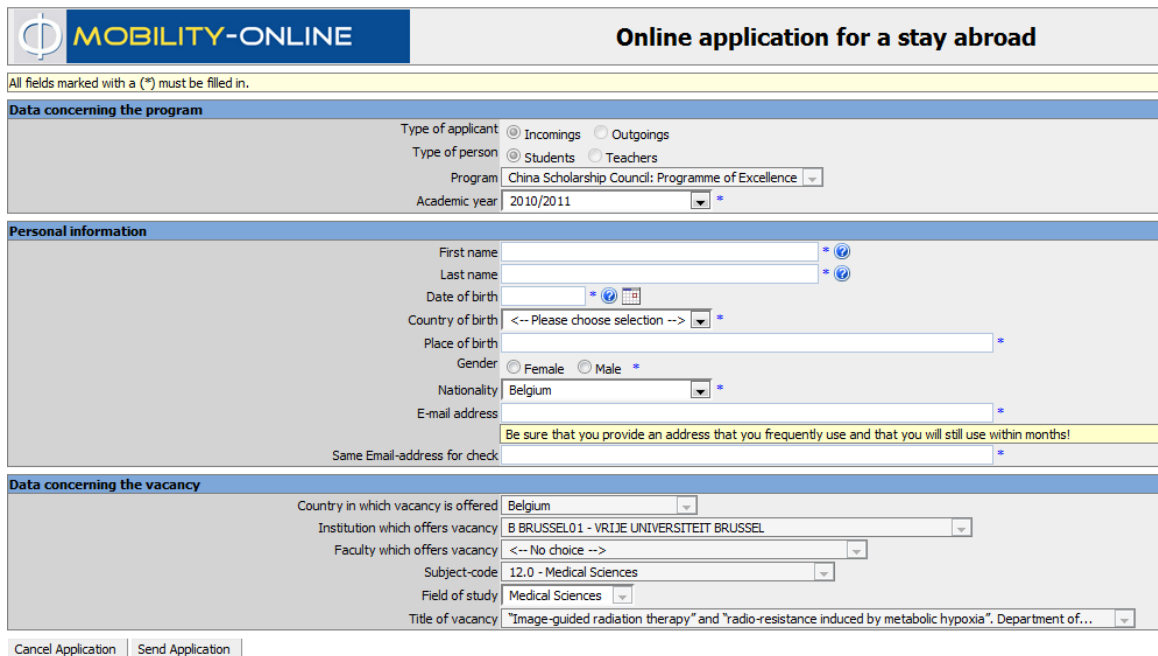
in the



[Display details of this vacancy](#)

view as explained in step 1 above.

Please fill in all the mandatory fields and then click on [Send Application](#).



MOBILITY-ONLINE Online application for a stay abroad

All fields marked with a (*) must be filled in.

Data concerning the program

Type of applicant Incomings Outgoings
Type of person Students Teachers
Program: China Scholarship Council: Programme of Excellence
Academic year: 2010/2011

Personal information

First name: *
Last name: *
Date of birth: *
Country of birth: <-- Please choose selection --> *
Place of birth: *
Gender: Female Male *
Nationality: Belgium *
E-mail address: *
Be sure that you provide an address that you frequently use and that you will still use within months!
Same E-mail-address for check: *

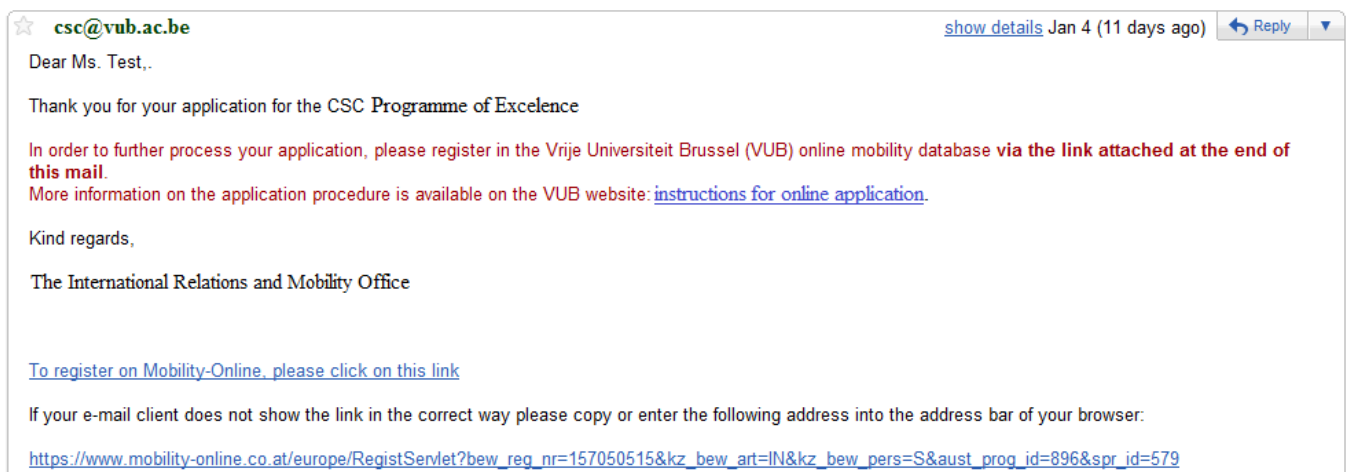
Data concerning the vacancy

Country in which vacancy is offered: Belgium
Institution which offers vacancy: B BRUSSELO1 - VRIJE UNIVERSITEIT BRUSSEL
Faculty which offers vacancy: <-- No choice -->
Subject-code: 12.0 - Medical Sciences
Field of study: Medical Sciences
Title of vacancy: "Image-guided radiation therapy" and "radio-resistance induced by metabolic hypoxia", Department of...

[Cancel Application](#) [Send Application](#)

You will then receive an email with the subject line "Confirmation of Application". At the end of this email you will find a link that you need to follow to continue your application. **Please click the link to first register your application on the VUB online mobility database.**

Confirmation of Application Inbox | X



☆ csc@vub.ac.be [show details](#) Jan 4 (11 days ago) [Reply](#)

Dear Ms. Test.,

Thank you for your application for the CSC Programme of Excellence

In order to further process your application, please register in the Vrije Universiteit Brussel (VUB) online mobility database **via the link attached at the end of this mail**.
More information on the application procedure is available on the VUB website: [instructions for online application](#).

Kind regards,

The International Relations and Mobility Office

[To register on Mobility-Online, please click on this link](#)

If your e-mail client does not show the link in the correct way please copy or enter the following address into the address bar of your browser:
https://www.mobility-online.co.at/europe/RegistServlet?bew_reg_nr=157050515&kz_bew_art=IN&kz_bew_pers=S&aust_prog_id=896&spr_id=579

3. Create your applicant account (register)


When clicking the link in the “Confirmation of Application” email you will be first asked to confirm your date of birth.

MOBILITY-ONLINE		Online registration for Mobility-Online (China Scholarship Council: Programme of Excellence)		Vrije Universiteit Brussel	
Step 1 of 2 - Input Registration number				done <input checked="" type="checkbox"/>	
Registration number: 188888246 Date of birth: 10.11.1985		First you have to enter your registration code and your date of birth. If this site was executed via the link in the confirmation mail the registration code should be filled out by the system. Please confirm your entries and press the button [Next step]			
Step 2 of 2 - Input User Name and Password				not yet executed <input type="checkbox"/>	
Login: _____ Password: _____ Repeat password: _____		Now you have to choose your user name and your password. If the username already exists please try another one. Due to password security you have to enter the password twice. Please confirm your entries and press the button [Next step]			
		<input type="button" value="Cancel"/> <input type="button" value="Continue"/>			

You can then choose a login name and password for your applicant account. Type these in the dedicated fields and then click on .

Upon successful registration you will see the following view while you will also receive an automatic email with the subject line “Confirmation of Registration”. If you would like to continue your registration you can click on to start filling in your online application file.

If you wish to finalize your application later on (not later than **15 February 2010**) you can use the link in the “Confirmation of Registration” email to access your account. This email contains important information regarding the next steps of the application so please take your time to read it carefully.

MOBILITY-ONLINE		Online registration for Mobility-Online (China Scholarship Council: Programme of Excellence)		Vrije Universiteit Brussel	
Step 1 of 2 - Input Registration number				done <input checked="" type="checkbox"/>	
Registration number: 188888246 Date of birth: 10.11.1985		First you have to enter your registration code and your date of birth. If this site was executed via the link in the confirmation mail the registration code should be filled out by the system. Please confirm your entries and press the button [Next step]			
Step 2 of 2 - Input User Name and Password				done <input checked="" type="checkbox"/>	
Login: testvub Password: ●●●●●● Repeat password: ●●●●●●		Now you have to choose your user name and your password. If the username already exists please try another one. Due to password security you have to enter the password twice. Please confirm your entries and press the button [Next step]			
Registration successful					
Registration successful				Your registration was successful. By pressing the button [Direct entry to the web portal] you will be forwarded to Mobility-Online. There you have the possibility to edit your application data again, to administer your personal data, download and print documents. Additionally you will receive an E-Mail with the confirmation of your registration. This E-Mail contains the link to Mobility-Online for future login.	
<input type="button" value="Close Window"/>		<input type="button" value="Direct entry to Online portal"/>			

4. Complete your personal data

The first time you access your online mobility account (the one that you have created in step 2 as described above) you will see an overview of the steps that you need to follow to complete your application. (see picture below).

Necessary steps	Done	Done on	Done by	Direct access via following link
Online-Application	<input checked="" type="checkbox"/>	Jan 3, 2010	Test6.Test	Display/Edit Application Data
Confirmation e-mail online application	<input checked="" type="checkbox"/>	Jan 3, 2010	Automatically generated	
Online-Registration	<input checked="" type="checkbox"/>	Jan 3, 2010	Test6.Test	
Personal data completed	<input type="checkbox"/>			Complete personal data
Information about education completed	<input type="checkbox"/>			
Information about profession completed	<input type="checkbox"/>			
Letters of recommendation uploaded	<input type="checkbox"/>			
Letter of Motivation uploaded	<input type="checkbox"/>			
Information about international passport completed	<input type="checkbox"/>			
Passport photo uploaded	<input type="checkbox"/>			
Valid ID-card or passport uploaded	<input type="checkbox"/>			
Application formally checked and marked as complete	<input type="checkbox"/>			

Click on [Complete personal data](#) (circled in red in the picture above) to fill in some personal data regarding your contact details. Please fill in all mandatory fields and click on [Create](#) to proceed with your application.

Edit personal data

Personal details

Last name: Test6
 First name: Test
 Title:
 Gender: Male Female
 Date of birth: 10.11.1985
 E-Mail address:
 Nationality: China
 Communication language: English

Permanent address details

Street:
 Country: China
 Post code:
 City:
 Telephone number:
 Mobile phone number:

Current address details

Street:
 Country: China
 Post code:
 City:
 Telephone number:
 Current address valid to:

[Cancel](#) [Update](#)

Next you will see the following view.

Action successful!
 Action successful! Your personal data has been stored successfully. Now you have to upload the required documents and complete the rest of the application workflow.

[Back to the application workflow](#)

Click on [Back to the application workflow](#) to return to the workflow and complete the remaining steps of your application.

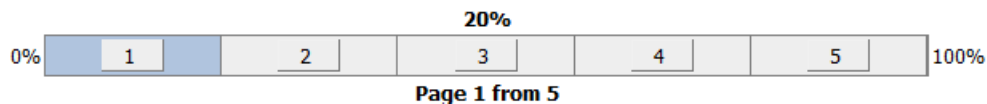
5. Upload required and relevant documents

Next you will be asked to fill in the information regarding your previous education. Click on

▶ [Complete Information about education](#) and fill in all pages of this questionnaire.

Necessary steps	Done	Done on	Done by	Direct access via following link
✔ Online-Application	<input checked="" type="checkbox"/>	Jan 3, 2010	Test6 Test	▶ Display/Edit Application Data
✔ Confirmation e-mail online application	<input checked="" type="checkbox"/>	Jan 3, 2010	Automatically generated	
✔ Online-Registration	<input checked="" type="checkbox"/>	Jan 3, 2010	Test6 Test	
✔ Personal data completed	<input checked="" type="checkbox"/>	Jan 3, 2010	Test6 Test	▶ Complete personal data
➔ Information about education completed	<input type="checkbox"/>			▶ Complete Information about education
Information about profession completed	<input type="checkbox"/>			
Letters of recommendation uploaded	<input type="checkbox"/>			
Letter of Motivation uploaded	<input type="checkbox"/>			
Information about international passport completed	<input type="checkbox"/>			
Passport photo uploaded	<input type="checkbox"/>			
Valid ID-card or passport uploaded	<input type="checkbox"/>			
Application formally checked and marked as complete	<input type="checkbox"/>			

The questionnaire on your educational background contains 5 steps.



Use the buttons at the bottom of each page of the questionnaire to navigate back and forward:

[Cancel](#) [Create](#) [Next page](#)

If you wish to update some of the fields you already entered you will be able to do so using the “Forward to update” button.

[Cancel](#) [Print](#) [Forward to update](#) [Next page](#)

After making all adjustments click on one of the “Save” buttons.

ACADEMIC CURRICULUM

Please enter the information about your education

40%

0% 1 2 3 4 5 100%

Page 2 from 5

Thesis information

Please provide the required information related to your thesis (thesis of the highest academic level obtained)

Title of thesis (or end work)

Subject of the thesis (or end work)

Year of defence of your thesis (or end work)

Result/grade on your thesis (or end work)

There are still **800** Characters available

When all pages of the questionnaire have been filled in and the data has been saved you can return to the application workflow by clicking the **Reload Application Workflow** link in the top right corner of the screen.

Student Test [Reload Workplace] **[Reload Application Workflow]**

FAQ Feedback News Help Logout

ACADEMIC CURRICULUM

Please enter the information about your education

100%

0% 1 2 3 4 5 100%

Page 5 from 5

CURRENT POSITION

What's your current status and position? Please explain whether you are a student, lecturer, employee, unemployed, etc. AND what university/company (+country) you are a member of.

There are still **1000** Characters available

You will then see the following view:

Necessary steps	Done	Done on	Done by	Direct access via following link
<input checked="" type="checkbox"/> Online-Application	<input checked="" type="checkbox"/>	Jan 3, 2010	Test6 Test	Display/Edit Application Data
<input checked="" type="checkbox"/> Confirmation e-mail online application	<input checked="" type="checkbox"/>	Jan 3, 2010	Automatically generated	
<input checked="" type="checkbox"/> Online-Registration	<input checked="" type="checkbox"/>	Jan 3, 2010	Test6 Test	
<input checked="" type="checkbox"/> Personal data completed	<input checked="" type="checkbox"/>	Jan 3, 2010	Test6 Test	Complete personal data
<input checked="" type="checkbox"/> Information about education completed	<input checked="" type="checkbox"/>	Jan 3, 2010	Test6 Test	Complete Information about education
<input checked="" type="checkbox"/> Information about profession completed	<input type="checkbox"/>			Complete Information about profession
Letters of recommendation uploaded	<input type="checkbox"/>			
Letter of Motivation uploaded	<input type="checkbox"/>			
Information about international passport completed	<input type="checkbox"/>			
Passport photo uploaded	<input type="checkbox"/>			
Valid ID-card or passport uploaded	<input type="checkbox"/>			
Application formally checked and marked as complete	<input type="checkbox"/>			

VUB Master Scholarships: Steps for application

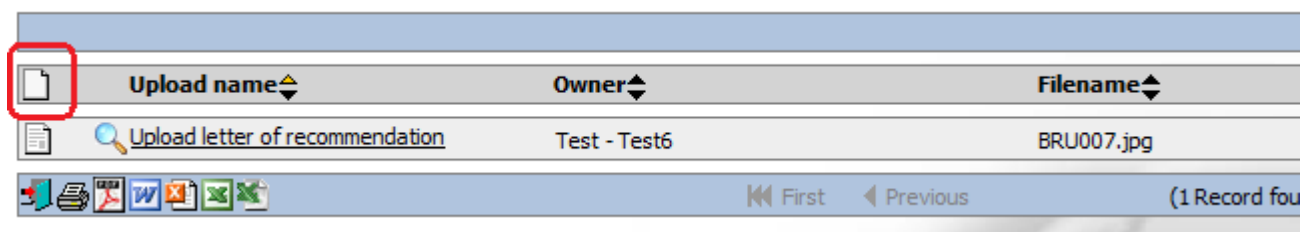
Similarly fill in the information regarding your professional life.

Next you will be asked to upload two letters of recommendation. To do so click on the

[Upload 2 letters of recommendation](#) button. Browse for the file and then press on [Create](#) and then on

[Back to general overview](#) to return to the workflow. To upload a second recommendation letter click again on

the [Upload 2 letters of recommendation](#) and then on the  icon (see below). Browse for the file and then return to the main menu by clicking [Reload Application Workflow](#).



Likewise repeat the procedure to upload your letter of motivation.

Next fill in the questionnaire regarding your international passport (if applicable).

Finally you will be asked to upload a passport picture and a copy of your ID or passport.

Necessary steps	Done	Done on	Done by	Direct access via following link
Online-Application	<input checked="" type="checkbox"/>	Jan 3, 2010	Test6 Test	Display/Edit Application Data
Confirmation e-mail online application	<input checked="" type="checkbox"/>	Jan 3, 2010	Automatically generated	
Online-Registration	<input checked="" type="checkbox"/>	Jan 3, 2010	Test6 Test	
Personal data completed	<input checked="" type="checkbox"/>	Jan 3, 2010	Test6 Test	Complete personal data
Information about education completed	<input checked="" type="checkbox"/>	Jan 3, 2010	Test6 Test	Complete Information about education
Information about profession completed	<input checked="" type="checkbox"/>	Jan 3, 2010	Test6 Test	Complete Information about profession
Letters of recommendation uploaded	<input checked="" type="checkbox"/>	Jan 3, 2010	Test6 Test	Upload 2 letters of recommendation
Letter of Motivation uploaded	<input checked="" type="checkbox"/>	Jan 4, 2010	Test6 Test	Upload letter of motivation
Information about international passport completed	<input checked="" type="checkbox"/>	Jan 4, 2010	Test6 Test	Complete Information about international passport
Passport photo uploaded	<input checked="" type="checkbox"/>	Jan 4, 2010	Test6 Test	Upload passport photo for the application
Valid ID-card or passport uploaded	<input checked="" type="checkbox"/>	Jan 4, 2010	Test6 Test	Upload a copy of a valid ID-card or passport (optionally)
Application formally checked and marked as complete	<input type="checkbox"/>			

Your online application is now complete. The last step of the workflow (marked with a red checkbox) will be performed by the VUB Scientific Committees and the VUB Admission Office.

A Scientific Committee, installed for each specific study programme eligible for scholarships, will evaluate the candidate's academic qualifications and data provided through the online application form. The committee will assess candidates' eligibility for the programme and pre-select a number of candidates. **All candidates will be notified of the outcome of this first selection phase via email by the beginning of April 2010.**

Pre-selected applicants' files will be then assessed by the China Scholarship Council (CSC). The CSC will only choose some of the preselected candidates and award them with a scholarship. These students will then be asked to send a complete file comprising original or certified copies of the required official documents as described in this link

http://www.vub.ac.be/international/csc/index.php?option=com_content&task=view&id=18&Itemid=46. These documents will be screened by the Admission Board of the Vrije Universiteit Brussel to check if they comply with admission requirements.