



## Contacts for Incoming Students

All international incoming students participating to a mobility program (including double degrees, DD) should be announced by their home institution to the « Service de mobilité étudiante (SME) » which will take care of their enrolment at ULB. Individual applications will not be taken into consideration.

In addition for double degrees, application files have also to be sent for selection to the Ecole polytechnique de Bruxelles ([international.polytech@admin.ulb.ac.be](mailto:international.polytech@admin.ulb.ac.be)).

Decision level	Person in charge	Remits
University	« Service de mobilité étudiante (SME) » ( <a href="mailto:mobilite@ulb.ac.be">mobilite@ulb.ac.be</a> )	Privileged contact for administrative matters : <ul style="list-style-type: none"><li>• Enrolment of incoming students</li><li>• Students cards</li><li>• Certificates of attendance</li></ul>
Faculty	<b>Dean</b> Prof. Gérard Degrez	
	<b>Secretariat</b> Mme Rose-Marie Brynaert ( <a href="mailto:international.polytech@admin.ulb.ac.be">international.polytech@admin.ulb.ac.be</a> )	<b>Privileged contact at EPB</b> <ul style="list-style-type: none"><li>• Encoding of course programs</li><li>• Transcripts of Records</li><li>• Help for specific enrolments (DD)</li></ul>
	<b>International Relations at EPB</b> Prof. Marie-Paule Delplancke	<b>Management of the Agreements</b> <ul style="list-style-type: none"><li>• Letters related to DDs</li><li>• Selection of incoming students</li></ul>
	<b>Departmental Coordinator</b> Prof. Gilles Bruylants ( <a href="mailto:gbruylan@ulb.ac.be">gbruylan@ulb.ac.be</a> ) Prof. Pierre Lambert ( <a href="mailto:plambert@ulb.ac.be">plambert@ulb.ac.be</a> )	<b>Implementation of the Agreements</b> <ul style="list-style-type: none"><li>• Selection of incoming students</li><li>• Specific problems</li></ul>

Course programs (Learning Agreements) of incoming students have to be approved by the academic coordinators of the different departments of the Engineering School:

	Coordinateur académique	Email
<b>Architectural Engineering</b>	Prof. Rika Devos	<a href="mailto:ridevos@ulb.ac.be">ridevos@ulb.ac.be</a>
<b>Biomédical</b>	Prof. Olivier Debeir	<a href="mailto:odebeir@ulb.ac.be">odebeir@ulb.ac.be</a>
<b>Chemistry &amp; Materials Sc.</b>	Prof. Michel Verbanck	<a href="mailto:Michel.Verbanck@ulb.ac.be">Michel.Verbanck@ulb.ac.be</a>
<b>Civil Engineering</b>	Prof. Pierre Gérard	<a href="mailto:piergera@ulb.ac.be">piergera@ulb.ac.be</a>
<b>Computer Sc. and Eng.</b>	Prof. Gauthier Lafruit	<a href="mailto:gauthier.lafruit@ulb.ac.be">gauthier.lafruit@ulb.ac.be</a>
<b>Electromechanical Eng.</b>	Prof. Alessandro Parente Prof. Emanuele Garone	<a href="mailto:alparent@ulb.ac.be">alparent@ulb.ac.be</a> <a href="mailto:Emanuele.Garone@ulb.ac.be">Emanuele.Garone@ulb.ac.be</a>
<b>Electronics and Information Tech.</b>	Prof. Dragomir Milojevic	<a href="mailto:Dragomir.Milojevic@ulb.ac.be">Dragomir.Milojevic@ulb.ac.be</a>
<b>Physique</b>	Prof. Alain Dubus	<a href="mailto:adubus@ulb.ac.be">adubus@ulb.ac.be</a>