

Re-registration step-by-step

Open the re-registration application via <https://www.odisee.be/en/my-admin> > My re-registration.

Click on '1 Study choice' to get started.

You will receive a study proposal based on your current enrolment.

A. You wish to follow the proposal and continue your programme(s)

1. Then tick and add your programme.
2. In the next step, complete your phase and any options/specialisations and confirm your choice.
3. Click 'Save' at the bottom right.

If you have several programmes as a study proposal that you wish to continue, you must add and complete them separately.

B. You do not wish to follow the proposal and wish to follow another programme

1. Click on 'Add another programme'.
2. Select the programme type, choose your programme and add it.
3. In the next step, complete your phase and any options/specialisations and confirm your choice.
4. Click 'Save' at the bottom right.

C. You want to continue your programme and follow an extra programme

1. Then first register for last year's programme (see point 1) and complete it.
2. Do not save but first click on 'Add extra programme' at the bottom right.
3. Click on 'Add another programme' at the top left.
4. Select the type of programme, choose your programme and add it.
5. In the next step, complete your phase and any options/specialisations and confirm your choice.
6. Click 'Save' at the bottom right.

After choosing your programme(s), you have to go through a few more steps, e.g. personal and contact details, social data, privacy data,... You will see the data you have already entered in the past. If necessary, you can modify them.

Depending on the programme you choose, you may have to upload additional documents. In this case, you can only confirm your re-enrolment after you have uploaded the documents.