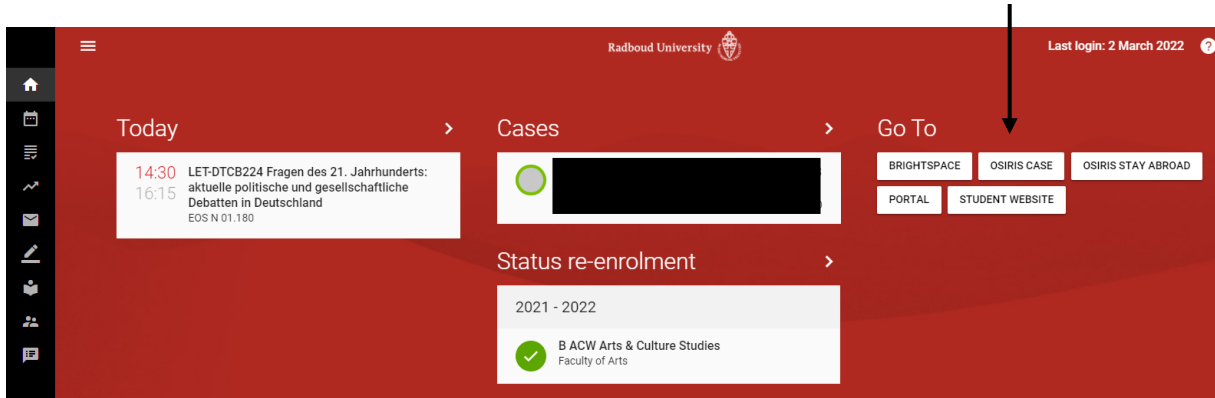


Internship applications instructions

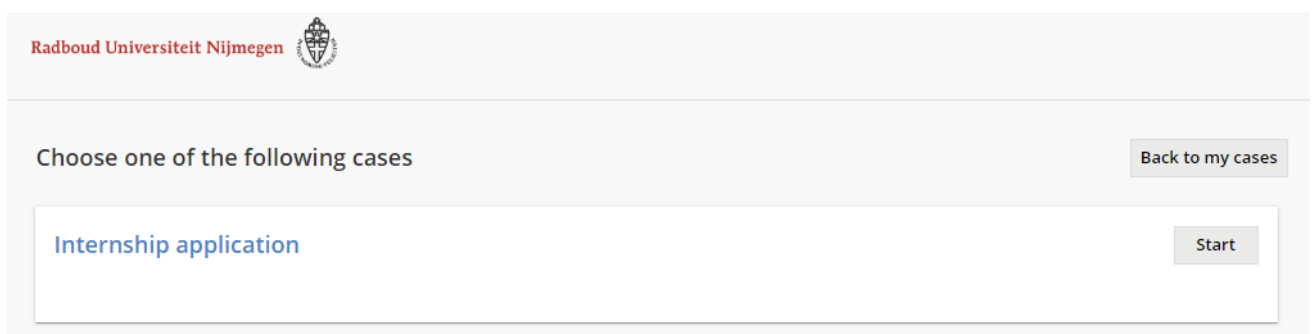
Login to Osiris as usual, and click on 'Osiris case'.




A new screen will appear. Start your Internship application by clicking the 'Start case'-button,



and then on 'Start'.



In the next form you will need to select your education programme and submit, in the next screen click 'ok'.


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Form Cancel Submit

Jouw opleiding *

B Biology Cancel Submit

You are now ready to fill out the intake form, click on the button 'Details' and open the form.

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My cases Start case


Internship application Details

B Biology

CASE NUMBER	DATE STARTED	PROGRESS
15493	29-08-2019	<div style="display: inline-block; width: 20px; height: 10px; background-color: orange; margin-right: 5px;"></div> <div style="display: inline-block; width: 20px; height: 10px; background-color: lightblue; margin-right: 5px;"></div> <div style="display: inline-block; width: 20px; height: 10px; background-color: lightblue; margin-right: 5px;"></div> <div style="display: inline-block; width: 20px; height: 10px; background-color: lightblue;"></div>

⚠ Attention: action required!

- Waiting for submission

Radboud Universiteit Nijmegen 


Case details

Internship application

B Biology

CASE NUMBER	DATE STARTED	PROGRESS
15493	29-08-2019	<div style="display: inline-block; width: 20px; height: 10px; background-color: #ffc107;"></div> <div style="display: inline-block; width: 20px; height: 10px; background-color: #6c757d;"></div> <div style="display: inline-block; width: 20px; height: 10px; background-color: #6c757d;"></div> <div style="display: inline-block; width: 20px; height: 10px; background-color: #6c757d;"></div>

Fill out the form and click the 'Save' button. Some of the fields will be filled automatically. You can now submit the form to the Internship coordinator.

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Case details

[Back to my cases](#)

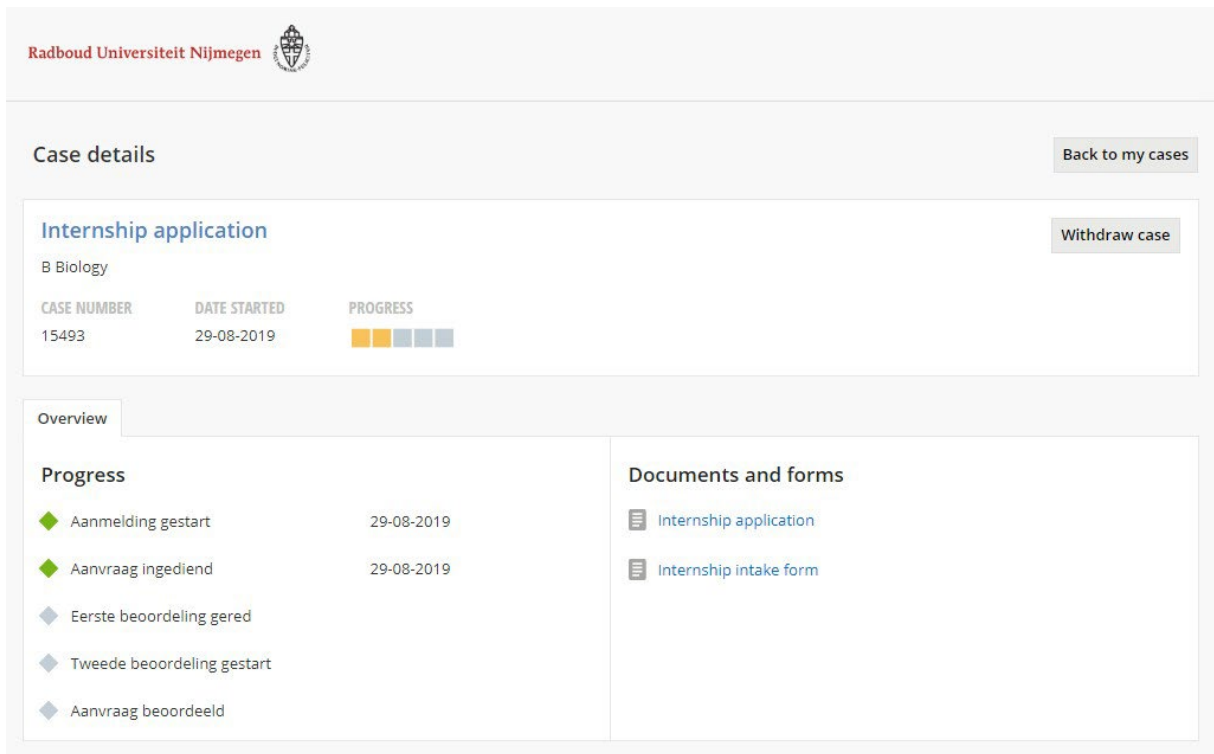
Internship application

[Withdraw case](#)

B Biology

CASE NUMBER	DATE STARTED	PROGRESS
15493	29-08-2019	<div style="display: inline-block; width: 20px; height: 10px; background-color: #ffc107;"></div> <div style="display: inline-block; width: 20px; height: 10px; background-color: #6c757d;"></div> <div style="display: inline-block; width: 20px; height: 10px; background-color: #6c757d;"></div> <div style="display: inline-block; width: 20px; height: 10px; background-color: #6c757d;"></div>

You can find the documents you filled out and follow the progress by going to Osiris-cases.

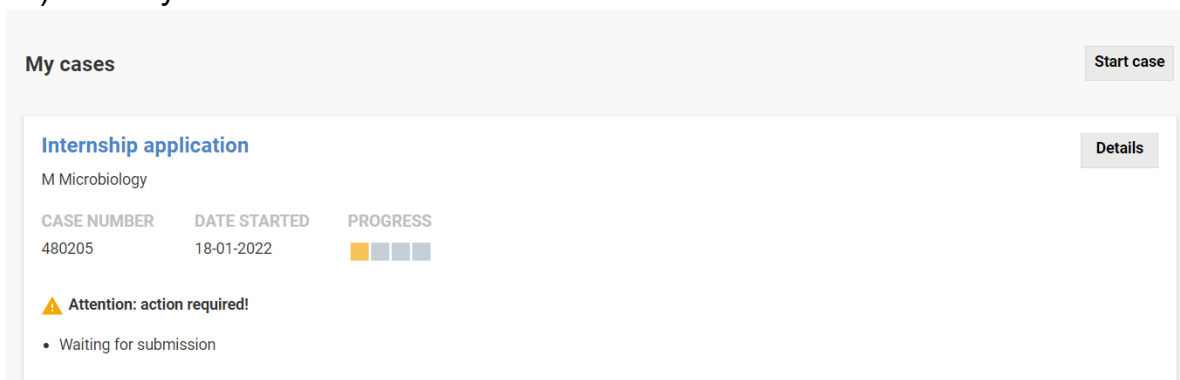


The screenshot shows the 'Case details' page for an 'Internship application' in the Osiris system. At the top left is the Radboud Universiteit Nijmegen logo. The page title is 'Case details' with a 'Back to my cases' button on the right. Below the title, the case is identified as 'Internship application' with a 'Withdraw case' button. The course is 'B Biology'. A table shows the case number '15493' and the date started '29-08-2019', with a progress bar consisting of four squares, the first of which is yellow. Below this is an 'Overview' section with two columns: 'Progress' and 'Documents and forms'. The 'Progress' column lists five steps: 'Aanmelding gestart' (29-08-2019, green diamond), 'Aanvraag ingediend' (29-08-2019, green diamond), 'Eerste beoordeling gereed' (blue diamond), 'Tweede beoordeling gestart' (blue diamond), and 'Aanvraag beoordeeld' (blue diamond). The 'Documents and forms' column lists 'Internship application' and 'Internship intake form'.

If your intake form is approved you will receive an email and you will be registered for the course in Osiris.

If your intake form is not approved you will receive an email. To see the remarks and resubmit your case; follow these steps:

1) Go to your cases and click 'details'



The screenshot shows the 'My cases' page in the Osiris system. At the top right is a 'Start case' button. The main case is 'Internship application' with a 'Details' button on the right. The course is 'M Microbiology'. A table shows the case number '480205' and the date started '18-01-2022', with a progress bar consisting of four squares, the first of which is yellow. Below the table, there is a warning icon (yellow triangle) and the text 'Attention: action required!'. A list below the warning contains one item: 'Waiting for submission'.


2) See 'remarks' for the reason why your intake form was not approved

3) Go to 'Internship intake form', make the required changes and submit your case

Internship application

M Microbiology

CASE NUMBER	DATE STARTED	PROGRESS
480205	18-01-2022	<div style="display: inline-block; width: 15px; height: 15px; background-color: #ffc107;"></div> <div style="display: inline-block; width: 15px; height: 15px; background-color: #6c757d;"></div> <div style="display: inline-block; width: 15px; height: 15px; background-color: #6c757d;"></div>


 **Waiting for submission** Overview

Submit

Please submit the form for approval

REMARK

Please choose a different supervisor

 [Internship intake form *](#)