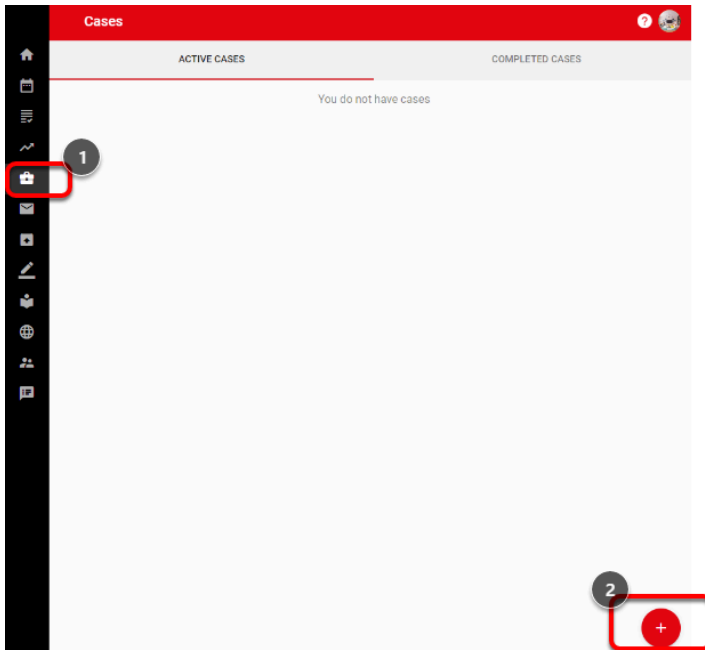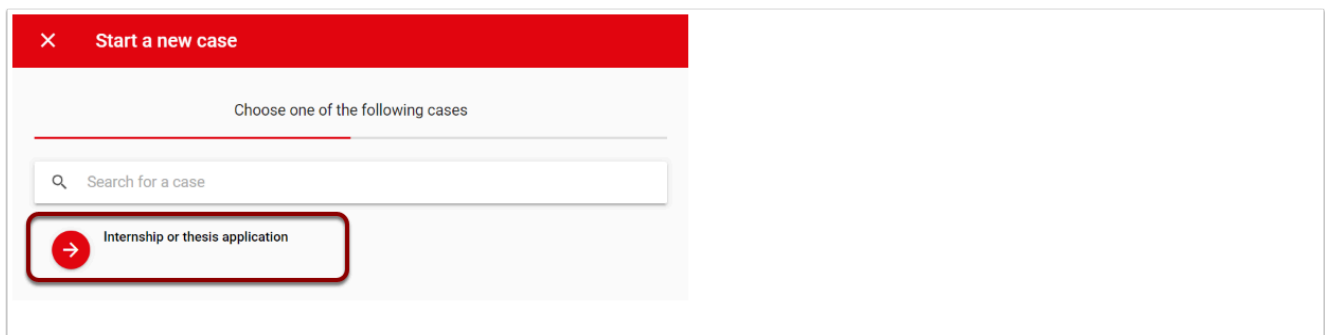# Osiris Case: Internship and thesis application

Login to Osiris us usual. Click on **Cases** and start a new case.

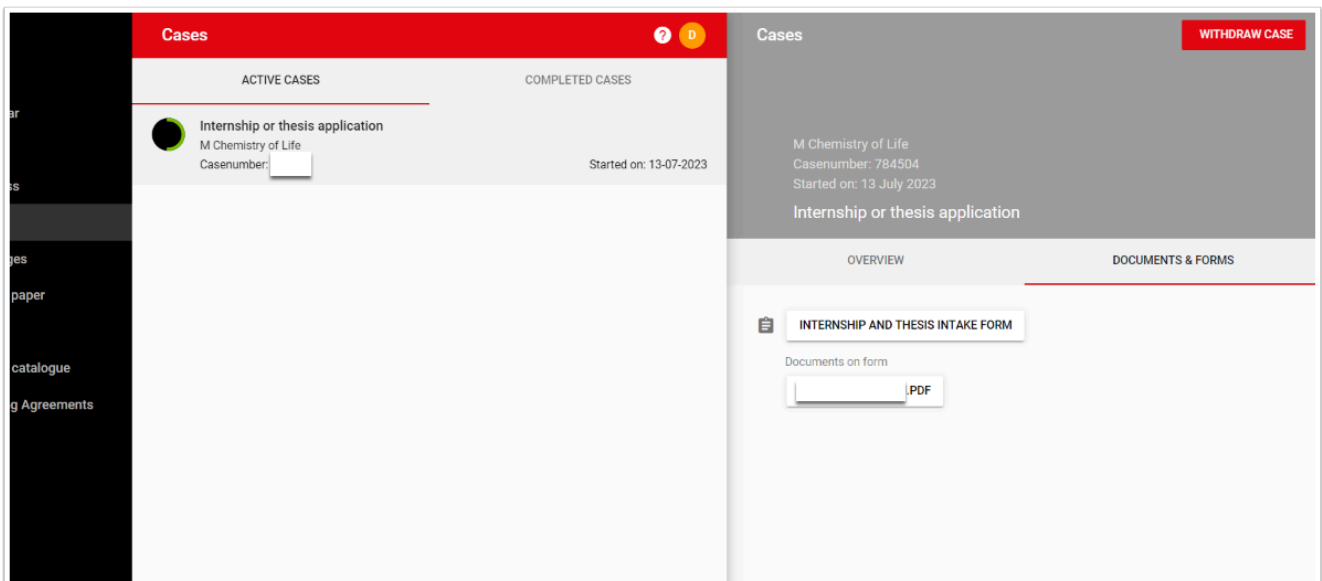Click on 'Internship or thesis application' to start your case.

Your study programme is already mentioned. Choose the course code for the internship or thesis you want to apply for and fill in the intake form. After completing the intake form, click on **Submit** to send the form to your internship coordinator for approval.

When you click on the Case under 'Active Cases', you can follow the progress of your case on the **overview** tab and see the the documents you submitted on the **Documents & Forms** tab at the right side of your screen. As long as your Case has not been approved, you can also withdraw it by clicking the 'withdraw case' button at the right upper corner.

If your intake form is approved you will be registered for the course in Osiris.
If your intake form is not approved you will be notified by email: Go to your Case to check the remarks, make the required changes and submit your case again. Please note that you do not need to make a new Case.