



Erasmus+ Programme
Key Action 1 – Mobility for learners and staff –
Higher Education Student and Staff Mobility
Inter-institutional agreement 2020-2021
between programme countries

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. They commit to respect the quality requirements of the Erasmus Charter for Higher Education in all aspects related to the organisation and management of the mobility, in particular the recognition of the credits awarded to students by the partner institution.

A. Information about higher education institutions

Institution	Erasmus code	Contact details (email, phone)	Website
Université de Liège	B LIEGE01	Institutional coordinator: Ms. Dominique d'Arripe Contact bilateral agreements: International Office - Ms. Christine Reynders Place du 20-août, 7 (bât. A1), B-4000 Liège Tel. +32 4 366 46 09 - christine.reynders@uliege.be	General information: www.uliege.be Courses catalogue: www.programmes.uliege.be Erasmus incoming information: www.enseignement.uliege.be/en/erasmus-in
UNIVERSITY OF UDINE International Relations and Mobility Office v. Palladio, 8 33100 UDINE ITALY	I UDINE01 PIC-Number 999899281	Claudia.schileo@uniud.it outgoing mobility & Erasmus Studio Agreements Fax +39-0432-556229 phone:+39-0432-556221 International Student Service iss@uniud.it incoming exchange mobility fax +39-0432-556496 phone +39-0432-556218/556497	https://www.uniud.it/en/uniud-international/incoming-exchange-students general course catalogue: https://www.uniud.it/en/education/offer courses held in english: https://www.uniud.it/en/education/didactic-information/courses-taught-in-english-and-other-languages/courses

B. Mobility numbers per academic year

The partners commit to amend the table below in case of changes in the mobility data by no later than the end of January in the preceding academic year.

FROM	TO	Area code ISCED 2013*	Subject area name	Cycle 1st, 2nd, 3rd	Number of student mobility periods	
					Studies (Students x months)	Traineeships (Students x months)
B LIEGE01	I UDINE01	0211	Audio-visual techniques and media production	2	5x10	-
I UDINE01	B LIEGE01	0211	Audio-visual techniques and media production	2	5x10	-
FROM	TO	Area code ISCED 2013*	Subject area name		Number of staff mobility periods	
					Teaching (Staff x min. hours)	Training (Staff x hours)
B LIEGE01	I UDINE01	0211	Audio-visual techniques and media production	1x 8		-

I UDINE01	B LIEGE01	0211	Audio-visual techniques and media production	1x 8	-
-----------	-----------	------	--	------	---

* <http://www.uis.unesco.org/Education/Documents/isced-37c-fos-review-222729e.pdf>

Departmental contact(s)

Institution	Area code ISCED	Departmental contact		
B LIEGE01	0211	Prof. Marc-Emmanuel Mélon	+32 4 366 32 55	ME.Melon@uliege.be
I UDINE01				

C. Recommended language skills

The sending institution, following agreement with the receiving institution, is responsible for providing support to its nominated candidates so that they can have the recommended language skills at the start of the study or teaching period:

Receiving institution	Area code ISCED	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Studies	Teaching
B LIEGE01	All	French**	English**	Certified B1 (exception: for Business and Economics courses: B2) in French required for courses taught in French. Certificate B1 (exception: for Business and Economics courses: B2) in English required for courses taught in English. Bilingual programs: both certificates required. More information: https://www.enseignement.uliege.be/cms/c_9116292/en/language-requirements-/incoming-exchange-students	B2
I UDINE01		Italian	English	B1	B2

** please check the course catalogue: "(English)" after the title of the course means that the course is taught in English, no mention means that the course is taught in French (even if the title of the course has been translated into English in the catalogue).

D. Additional requirements

B LIEGE01:

- Integration of mobile students: Welcome Days, tutoring, French lessons: www.enseignement.uliege.be/en/erasmus-in.
- Disabled students: https://www.enseignement.uliege.be/cms/c_9122731/en/en-situation-de-handicap
- The yearly updated information sheet for incoming students (application procedure,...) will be provided with this agreement.
- **Application procedure:** through www.enseignement.uliege.be/en/erasmus-in-application
- For students in Business management or Economics: students must be at least in their 3rd study year in Business management or Economics.

E. Calendar

1. Applications/information on nominated students must reach the receiving institution by:

Institution	Autumn term* [month]	Spring term* [month]
B LIEGE01	31 May	15 November
I UDINE01	15 May (nomination)	30 September (nomination)

[* to be adapted in case of a trimester system]

2. The receiving institution will send its decision within 5 weeks from the application deadline.
3. A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

In case of earlier unilateral termination, a notice of at least one academic year should be given. This means that a unilateral decision to discontinue the exchanges notified to the other party by 1 June of year N will only take effect as of 1 September of year N+1. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

F. Information

1. Grading systems of the institutions

Institution	Website for information
B LIEGE01	https://www.enseignement.uliege.be/cms/c_9148651/en/exams-/-incoming-exchange-student
I UDINE01	https://www.uniud.it/en/uniud-international/incoming-exchange-students/during-your-stay/ects

--	--

2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education. Information and assistance can be provided by the following contact points and information sources:

Institution	Contact details (email, phone)	Website for information
B LIEGE01	mobil.in@uliege.be , +32 4 366 5547/4166	www.enseignement.uliege.be/en/erasmus-in
I UDINE01	iss@uniud.it	https://www.uniud.it/en/uniud-international/incoming-exchange-students

3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:


Institution	Contact details (email, phone)	Website for information
B LIEGE01	mobil.in@uliege.be , +32 4 366 5547/4166	https://www.enseignement.uliege.be/cms/c_9145671/en/health-care-insurance/-incoming-exchange-student
I UDINE01	iss@uniud.it	<p>At the University of Udine: Non-EU students must subscribe a private insurance in order to obtain a VISA for the study period.</p> <p>EU students can ask their home authorities for the European Health Insurance ("TEAM") for the full Erasmus study period.</p>

4. Housing

The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education. Information and assistance can be provided by the following persons and information sources:

Institution	Contact details (email, phone)	Website for information
B LIEGE01	Sofia.Lothe@uliege.be , +32 4 366 52 23	https://www.campus.uliege.be/cms/c_9038339/en/housing
I UDINE01	iss@uniud.it	https://www.uniud.it/en/uniud-international/incoming-exchange-students

G. Signatures of the institutions (legal representatives)

Institution	Name, function	Date	Signature ¹
B LIEGE01	Ms. Dominique d'Arripe Institutional Coordinator	18-06-19	
I UDINE01	Vice Rector for Erasmus+Studio Mobility prof. Rossana Vermiglio	05/06/2019	

¹ Scanned signatures are accepted

STUDENT MOBILITY Information Sheet 2019-2020

Name of the institution	Université de Liège
Erasmus Code	B LIEGE01
PIC Code	999976105
Website	www.uliege.be
Head of institution	Prof. Pierre Wolper, Recteur

International Office	Relations internationales place du 20-Août, 7 (Bât. A1) - B-4000 Liège - Belgique
Head of the office	Patricia PETIT Tel. : +32 4 366 56 34 - patricia.petit@uliege.be
Institutional Erasmus Coordinator	Dominique D'ARRIPE Tel. : +32 4 366 52 35 - dominique.darripe@uliege.be
Bilateral agreements	Christine REYNDERS Tel. : +32 4 366 46 09 - christine.reynders@uliege.be
Incoming students www.enseignement.uliege.be/erasmus/in	Marta KUCHARSKA ; Pauline ANTOINE Tel. : +32 4 366 55 47 ; +32 4 366 41 66 Marta.Kucharska@uliege.be ; pauline.antoine@uliege.be
Traineeships	Anne-Laure VILLEMINOT Tel. : +32 4 366 56 49 - anne-laure.villeminot@uliege.be
Outgoing students www.enseignement.uliege.be/erasmus/out	Anne-Françoise ROGISTER ; Dominique FRÈRE ; Julie HOLLENFELTZ Tel. : +32 4 366 53 55 ; +32 4 366 55 75 ; +32 4 366 92 55 Anne-Francoise.Rogister@uliege.be ; Dominique.Frere@uliege.be ; Julie.Hollenteltz@uliege.be

3 cities, 4 Campuses	<ul style="list-style-type: none"> - Liège city center - Liège Sart Tilman - Gembloux - Arlon
Accommodation office	To help students find accommodation in the university residence or in private accommodation www.campus.uliege.be/logement
University Residence (for periods of max. 5 months)	Contact : Frédéric CIABATTA - Service Logement Sart Tilman (Bât. B13) - Quartier Village 1 - B-4000 Liège - Belgique Tel. : +32 4 366 53 16 frederic.ciabatta@uliege.be
Deadline for reservation in the university residence	As soon as possible but at the latest 2 months before arrival
Private accommodation	Contact : Sofia LOTHE - Service Logement Sart Tilman (Bât. B13) - Quartier Village 1 - B-4000 Liège - Belgique Tel. : +32 4 366 57 26 sofia.lothe@uliege.be

Academic year 2019-2020	<p>1st semester : 16 September 2019 – 25 January 2020 2nd semester : 3 February 2020 – 30 June 2020</p> <p>Be careful: these dates are subject to change. Please refer to the website.</p> <p>It is very important that exchange students arrive for the beginning of the classes. In case of late arrival (over 15 days), they could be denied attendance.</p>
Holiday periods	www.enseignement.uliege.be/calendrier-academique
ONLINE Application Form	<p>Students who arrive in Liège without having applied online and uploaded the required documents on the online application form will not be able to register.</p> <p>Online Application Form is available on the webpage www.enseignement.uliege.be/erasmus-in-dossier</p>
Deadline for applications	<p>1st semester arrival : 31 May 2nd semester arrival : 15 November</p>
Courses programmes	<p>www.programmes.uliege.be</p> <p>To select courses in English, use the tab "Search A TEACHING UNIT"</p>
Language requirement	<p>We insist that our exchange students should have a minimal knowledge of French (or English if their courses are in English) to attend classes and take exams. <u>Therefore we ask them to upload on their Online Application Form a document testifying their level of French (or English).</u> The minimal required level is B1 (B2 for HEC-Management School) (Common European Framework of Reference).</p>
French language course	<ul style="list-style-type: none"> • intensive course before each semester (100 € and 70 €) • evening classes during the academic year <p>A level test is organised at the beginning of each semester. www.islv.ulg.ac.be</p> <p>Evening classes are free of charge if the course is in the Learning Agreement (5 credits). Otherwise the fee is 100 €.</p>
Grade distribution table	<p>www.enseignement.uliege.be/erasmus-in-examens</p> <p>In the Egracons conversion tool (https://tool.egracons.eu) you will find our tables for each ISCED code. Any institution who wishes to use this tool to convert grades just needs to upload its grade distribution tables (see http://egracons.eu).</p>
Welcome days	www.enseignement.uliege.be/erasmus-in-accueil
Estimated cost of living	Between 500 € and 800 € / month
Disabled students	www.enseignement.uliege.be/etudiants/handicap
Insurance	www.enseignement.uliege.be/erasmus-in-sante
Tutoring	www.enseignement.uliege.be/erasmus-in-parrainage-demande