



**Factsheet for the Academic Year 2024-2025**

<b>Name of the Institution</b>	Université libre de Bruxelles
<b>Faculty</b>	Faculty of Medicine
<b>Erasmus code</b>	B BRUXEL04
<b>Website</b>	<a href="https://www.ulb.be/faculte-de-medecine">Faculté de Médecine (ulb.be)</a>
<b>Postal address</b>	Route de Lennik 808, CP610 1070 ANDERLECHT
<b>Country</b>	BELGIUM (BE)
<b>Contact person</b>	<b>Kristela BABIĆ</b> International Relations Coordinator <a href="mailto:erasmus.medecine@ulb.be">erasmus.medecine@ulb.be</a> +32(0)2 555 61 64
<b>Academic Erasmus Coordinator</b>	<b>Prof. Henri STEYAERT</b> <a href="mailto:henri.steyaert@ulb.be">henri.steyaert@ulb.be</a>
<b>Deadline for nominations: 1<sup>st</sup> term, 2<sup>nd</sup> term and full academic year 2024-2025</b>	<b>15/05/2024</b>
<b>E-mail for nominations</b>	<a href="mailto:erasmus.medecine@ulb.be">erasmus.medecine@ulb.be</a>
<b>Information to send for nominations</b>	→ First and last name of the student → Date of birth → E-mail address → Level of study → Period of the mobility → Type of stay (studies or internships)
<b>Deadline for applications (online registration and signed Online Learning Agreement)</b>	<b>01/06/2024</b> (instructions will be sent by e-mail to the nominated students)
<b>Course catalogue</b>	Bachelor: <a href="#">Bachelier en médecine - ULB</a> Master: <a href="#">Médecin - ULB</a>

<b>Language requirements</b>	Courses are taught <b>in French</b> . Recommended level B1 in French in the Common European Framework of Reference for Languages, no certificate is requested.
<b>Academic calendar</b>	1 <sup>st</sup> term: from mid-September to January 2 <sup>nd</sup> term: from February to June
<b>Recommended arrival dates</b>	One week before the academic term start
<b>Website for incoming students</b>	ULB: <a href="#">Incoming Erasmus Students - ULB</a>  ULB – Faculty of Medicine: <a href="#">Venir à la Faculté de Médecine en échange - Faculté de Médecine (ulb.be)</a>
<b>Orientation sessions for incoming students</b>	Activities are organized during the Welcome Week a few days before the 1 <sup>st</sup> term academic start.  Erasmus Student Network: <a href="#">ESN ULB Brussels - Erasmus Student Network   Facebook</a>  Express Erasmus ULB: <a href="#">Express Erasmus ULB   Facebook</a>
<b>Social media of the Faculty of Medicine</b>	Facebook: <a href="#">ULB - Faculté de Médecine   Anderlecht   Facebook</a> Instagram: <a href="#">ULB - Faculté de Médecine (@ulb_medicine) • Photos et vidéos Instagram</a> LinkedIn: <a href="#">ULB - Faculté de Médecine   LinkedIn</a>
<b>French courses for incoming students</b>	<a href="#">FRENCH COURSES FOR ERASMUS STUDENTS - ULB Langues</a>
<b>Housing information</b>	<a href="#">Accommodation - ULB</a> & Incoming contact upon application for assistance in finding off-campus housing: <a href="mailto:office.du.logement@ulb.be">office.du.logement@ulb.be</a>
<b>Website for VISA information</b>	<a href="#">Page d'accueil   SPF Affaires étrangères - Commerce extérieur et Coopération au Développement (belgium.be)</a>
<b>Student disabilities service</b>	<a href="#">CEFES-In – Centre d'Étude et de Formation pour l'Éducation Spécialisée et Inclusive</a>



## FACTSHEET 2023-2024

Incoming students

### CONTACT

**Isabelle BEAUCHAMP**

**Coordinator for incoming students** for the majors at ULB in:

Political Science, social Sciences, labor Sciences, History, Art history, Archeology, Cultural management, Philosophy, Ethics, Sciences of Religions and Secular Thought

**Tel.:** +32 2 650 45 84

**Email:** [pipsin@ulb.be](mailto:pipsin@ulb.be)

**Erasmus code:** BBRUXEL04

**Mailing address:**

ULB – Faculty of Philosophy and social Sciences  
Student Mobility Office  
Avenue Franklin D. Roosevelt 50 - CP 135  
1050 Brussels  
Belgium

### THE “UNIVERSITÉ LIBRE DE BRUXELLES”



- Founded in 1834
- A comprehensive university : covering all disciplines at all levels
- 11 Faculties
- 1 Teaching Hospital
- 25,000 students (30% foreign students)
- 400 Erasmus
- 330 institutional agreements

### FACULTY OF PHILOSOPHY AND SOCIAL SCIENCES (PHISOC) AT ULB





# Faculté de Philosophie et Sciences sociales

## A few figures

- 4 departments
- +/- 4180 regular students
- About 180 incoming students/year
- About 140 outgoing students/year
- +/- 150 partners

## Majors available to incoming students (according to the agreement with your university)

- Political Science (Political science, International Relations, European Studies)
- Social Sciences (Sociology, Anthropology)
- Labor Sciences (Industrial Relations and Personnel Management, Social Work)
- History
- Art history
- Archeology
- Cultural management
- Philosophy
- Ethics
- Sciences of Religions and Secular Thought

## EXCHANGE RELATED INFORMATION

### Websites

- Incoming Students : <https://phisoc.ulb.be/fr/venir-etudier-a-la-faculte>
- The student mobility website should answer most of the questions your exchange students can have. Therefore, we strongly recommend them to read it carefully. The Student Mobility Office will of course remain available for any further questions.
- ULB: [www.ulb.ac.be](http://www.ulb.ac.be)

### Information packages

- **Info Pack 1** (by end of May): exchange at glance and moveon application form web link e-mailed to the students once they have been officially announced.
- **Info Pack 2** (by June for T1 & AA, by December for T2<sup>1</sup>): visa letter, Guide 1... sent by email once the students have completed the application form on-line moveon.
- **Finalisation registration with the matricule number and process to create ULB email address** sent by email 1 month before the welcome week.
- **Info Pack 3**: course registration form, Guide 2... given on site to the students during the welcome meeting.

### Information meeting

An information/welcome meeting is organized for Phisoc exchange students before the beginning of the courses (dates to be confirmed):

- ✓ 1<sup>st</sup> term: **second week of September**
- ✓ 2<sup>nd</sup> term: **very end of January**

**PARTICIPATION TO THOSE MEETINGS IS MANDATORY!**

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<sup>1</sup> AA – T1 – T2: see below section “ULB calendar”.

## ULB CALENDAR 2023-2024 (RED: TO BE CONFIRMED)

- The **academic year (AA)** should start on **September 11** and ends officially on **June 30**.

FULL ACADEMIC YEAR = 9 MONTHS  
1 TERM = 4.5 MONTHS

- The **1<sup>st</sup> term (T1)** should start on **September 11** and ends on **January 27**.

▪ <b>September 11:</b>	start of the academic year
▪ <b>September 12:</b>	Welcome Meeting ( <b>MANDATORY!</b> )
▪ <b>September 14:</b>	Meeting with the academic coordinators
▪ <b>September 18:</b>	beginning of the courses
▪ <b>December 24:</b>	end of the courses and beginning of the Christmas Holidays
▪ <b>January 8:</b>	beginning of the exams
▪ <b>January 27:</b>	end of the exams end of the 1 <sup>st</sup> term exchange period

- The **2<sup>nd</sup> term (T2)** officially starts on **January 29** and ends on **June 30**.

▪ <b>January 29:</b>	start of the 2 <sup>nd</sup> term
▪ <b>January 30:</b>	Welcome Meeting ( <b>MANDATORY!</b> )
▪ <b>February 1:</b>	Meeting with the academic coordinators
▪ <b>February 5:</b>	beginning of the courses
▪ <b>Mid of May:</b>	beginning of the exams
▪ <b>June 30:</b>	end of the exams end of the 2 <sup>nd</sup> term exchange period
▪ <b>Mid-August beginning of September:</b>	re-sit exams

## ADMINISTRATIVE PROCEDURES

### Nominations

- Exchange students' nominations have to be sent **by the home university coordinator** by email to [pipsin@ulb.be](mailto:pipsin@ulb.be)

**Students' data required:** *please use the Phisoc nomination form in the excel format!*

- ✓ Last and first names (please specify)
- ✓ Gender (M/F)
- ✓ E-mail address
- ✓ Year of study
- ✓ Exchange period:
  - 1<sup>st</sup> term (September – January)
  - 2<sup>nd</sup> term (January – June)
  - Full academic year
- ✓ Major at ULB

- Nomination deadlines:**

**1<sup>st</sup> term & academic year: MAY 15**

**2<sup>nd</sup> term: OCTOBER 15**

- **For other ULB faculties** (Faculty of Letters and Communication, Faculty of Law, Faculty of Sciences, Faculty of Pharmacy, Brussels School of Engineering, Faculty of Faculty of Psychology, Faculty of Motor Sciences) **please send your students' applications to ULB "Mobilité Etudiante":**

Mr Luis Gomez/Mobilité Etudiante  
 Université Libre de Bruxelles  
 Avenue Franklin D. Roosevelt 50 – CP183  
 B - 1050 Brussels  
 Email: [mobilite@ulb.be](mailto:mobilite@ulb.be)

## LANGUAGE REQUIREMENTS

The Université libre de Bruxelles is a **French-speaking** university. A vast majority of courses are taught in **French**. It is thus highly recommended that exchange students coming to the ULB **acquire a B1 level in French** prior to their arrival even if our Faculty does not require a DALF/DELF or any official certificate.

## LANGUAGE COURSES

Students are being given the opportunity to improve their knowledge of French thanks to free French language courses. These courses are aimed at students who already have some good basic knowledge of French. More details on: <https://www.ulb.be/en/get-help-with-french>

## PROGRAM

### Courses

Exchange student courses in the Faculty of Philosophy and social Sciences Course descriptions: <https://www.ulb.be/servlet/search?page=&l=0&beanKey=beanKeyRechercheFormation>

Exchange Students are requested to **register to 1 course at least**. They are authorized to select courses from the other majors, but **have to take at least 60% of their courses in the major he/she belongs to**. The exact number of courses or total ECTS credits has to be determined by the home institution. Please note that one course is worth 5 ECTS credits. **Bachelor students are authorized to take maximum 2 courses in master programme.**

Students will have the opportunity to attend courses during  $\pm$  3 weeks before submitting their final courses registration form.

During the exchange of the student, the ULB academic coordinator provides help regarding whole question about courses, building the programme, content of courses... the Student Mobility Office will provide contact details of the ULB academic coordinator of her/his major at ULB.

### Exams

- Exchange students will take their exams in the same conditions as regular students.
  - Exchange students are NOT authorized to organize their exams individually with their professors.
  - All students are expected to take their exams during the official exams periods:
    - ✓ January (exams for the 1<sup>st</sup> term courses).
    - ✓ May –June (exams for the academic year and 2<sup>nd</sup> term courses).
    - ✓ Mid-August – beginning of September (re-sit exams for the 1<sup>st</sup> and 2<sup>nd</sup> term courses).
- Should your student want to pass re-sit exams, he/she must come back to Brussels!**

### Results

The official transcripts of records are available for the students on their intranet (“MonULB” account) from where they can directly download it. If needed, it can be sent by email to the home institution from the Student Mobility Office. The transcript is usually available in the course of February for the 1<sup>st</sup> term exchange students, and in the course of July for the 2<sup>nd</sup> term and academic year exchange students.



## ACCOMMODATION

Our university unfortunately does not provide student housing to exchange students. Students may look for independent, off-campus housing.

We recommend all the students to find a student room before their arrival in Brussels.

ULB Accommodation Service Database

<https://www.ulb.be/en/campus-life/accommodation>

Specialized websites

<http://www.brुकot.be>

<http://www.kots.be>

## CAMPUS FACILITIES/ACTIVITIES

For more details, please find the link <https://www.ulb.be/en/incoming-mobility/practical-information-for-incoming-students>

Exchange Students association, l'EXPRESS: <https://www.erasmus-brussels.org/>. Several student associations organise extra-academic activities exchange students can take part in...

**V:** Presses Universitaires (handbooks, ...)

**E1 & E2:** Sports Halls

**F:** Accommodation Service, photocopies, fax, bookshop, restaurants, sandwiches, stationary, travel agency.

**H:** Student mobility Office Phisoc, Express' office, Facultes' information boards, schedules.

**IEE:** Institut d'Etudes Européennes

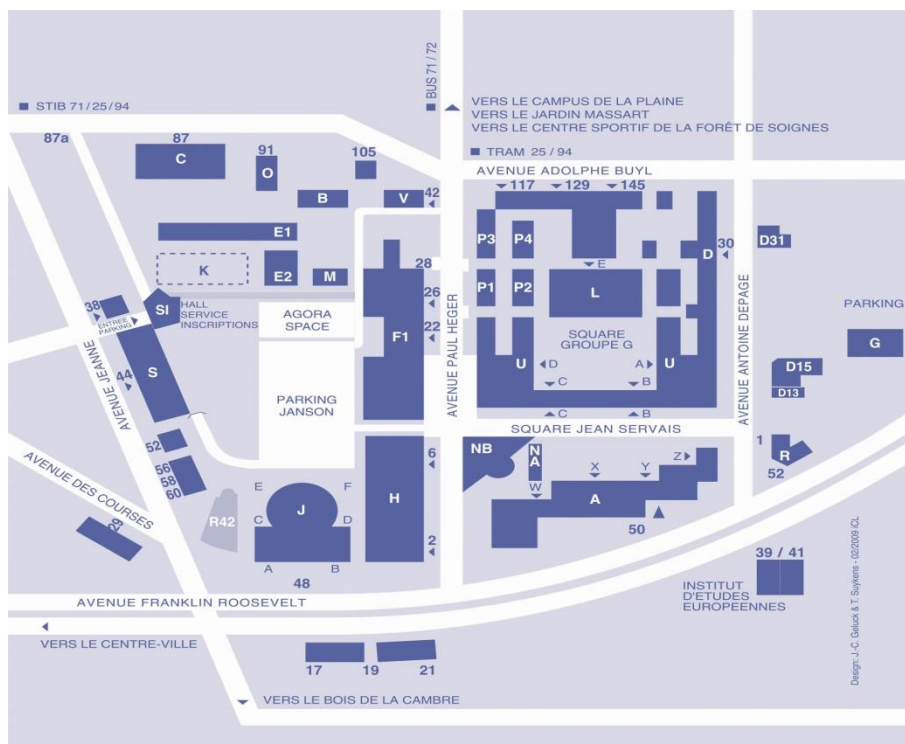
**M:** Medical Service

**NB:** Human Sciences Library

**S:** Registration Service

**U:** Multimedia library

**R42:** Solvay Brussels School of Economics and Management (SBS-EM)





## ESTIMATED COST OF LIVING

The following table is an estimate (in Euros) per month:

Accommodation	500
Food	300
Public Transport	(-25 years old) 45
Books & learning material	50
Health Insurance Plan (for non EU citizens)	25
Miscellaneous Parties	70
Telecommunications	40

All information on our infosheet online: [Venir étudier à la Faculté - Faculté de Philosophie et Sciences sociales \(ulb.be\)](#)

We look forward to welcoming your students in Brussels,

Yours sincerely,

**Isabelle BEAUCHAMP**

*Coordinator, Student Mobility Office*

**Nora ROHANI**

*Assistant, Student Mobility Office*