



Annex to Erasmus + Inter-Institutional Agreement Institutional Factsheet

1. Institutional Information

1.1 Institutional details

Name of the Institution	Université de Haute-Alsace
Erasmus Code	F MULHOUS01
EUC	Waiting for the Charter publication
Website	http://www.uha.fr
Online course catalogue	http://www.uha.fr/formations/trouver-une-formation/formations/trouver-une-formation/moteur_de_recherche_des_formationen

1.2 Main contacts

Contact person	Miss Estelle GAY
Responsibility	Head of office Erasmus Institutional Coordinator
Contact details	Phone: +33 3 89 33 63 02 – E-mail: estelle.gay@uha.fr

Contact person	Miss Caroline SCHAUB
Responsibility	Assistant - Contact Person for Bilateral Agreements
Contact details	Phone: +33 3 89 33 65 82 – E-mail: caroline.schaub@uha.fr

Contact person	Miss Marion WATTEYNE
Responsibility	Contact person for outgoing students
Contact details	Phone: +33 3 89 33 66 13 – E-mail: marion.watteyne@uha.fr

Contact person	Mrs Odile PONS
Responsibility	Contact person for incoming students
Contact details	Phone: +33 3 89 33 65 82 – E-mail: odile.pons@uha.fr

2. Detailed requirements and additional information

2.1 Recommended language skills

The sending institution, following agreement with our 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:

Type of mobility	Subject area	Language of instruction	Recommended language of instruction level *
Student Mobility for Studies	Any	French	Minimum recommended level: B2

Courses are taught in French.

Free language courses, available all year long, are offered to exchange students, but not for beginners.
[ECTS delivered]

* Level according to Common European Framework of Reference for Languages (CEFR), see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

2.2 Additional requirements

An Erasmus-Buddy will help the students through all the process in Mulhouse.
Pick-up at the Airport or Station.
Events are organised all year long for Exchange Students.

The hosting institution has the infrastructure to welcome students and staff with disabilities.

2.3 Calendar

2.3.1 Nomination Deadlines

Applications/information on students nominated must reach our institution by:

Autumn term/ Full year	Nominations : May 15 th Applications : June 15 th
Spring term	Nominations : October 30 th Applications : November 30 th

2.3.2 Decision Response

We will send our decision within 5 weeks.

2.3.3 Transcript of Records

A Transcript of Records will be issued after the assessment period is finished, according to each faculty's calendar (It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines).

2.3.4 Termination of Agreement

It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, in the event of 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 September 20XX will only take effect as of 1 September 20XX+1. The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."

3. Institutional Information

3.1 Grading system

The grade scale in France ranges from 0 to 20, where 0 is the lowest and 20 is the highest and 10 the passing grade.

Awards are as followed: 18-20 excellent, 16-18 very good, 14-16 good, 12-14 satisfactory, 10-12 sufficient.

3.2 Visa

For Student Mobility:

A long stay «visa D» is compulsory for non EU citizen (even if they come from a EU university), with the reference «ETUDIANT» obtained thanks to the Acceptation Letter from our University.

For more information:

http://www.ofii.fr/visa_long_sejour_titre_de_sejour_193/presentation_du_vlsts_915.html

- before leaving their country, students receive from the French Embassy a form named « Visa Long Séjour - Demande d'attestation OFII »

(OFII = Office Français pour l'Immigration et l'Intégration)

- on their arrival, the Frontier Policy has to put a stamp with the arrival date on the passport

Our institution will provide assistance, when required, in securing visas for incoming and outgoing student/staff, according to the requirements of the Erasmus Charter for Higher Education. Information and assistance can be provided by the following contact:

Contact person	Mrs Odile PONS
Responsibility	Contact person for incoming students
Contact details	Phone: +33 3 89 33 65 82 – E-mail: odile.pons@uha.fr

3.3 Insurance

- ✓ **Citizen from EU :**
Exempted from this obligation by using the European Health Insurance card
- ✓ **Citizen from non-EU countries :**
French Health Insurance is compulsory: 210 €

Our institution will provide assistance in obtaining insurance for incoming and outgoing student/staff, according to the requirements of the Erasmus Charter for Higher Education. Information and assistance can be provided by the following contact:

Contact person	Mrs Odile PONS
Responsibility	Contact person for incoming students
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3.4 Housing

Student can rent :

- Private accommodation, private studio or shared flat (2 or 3 students) with all commodities
- University residence

Further information will be provided to each nominated student.

Our institution will guide incoming student in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education. Information and assistance can be provided by the following contact:

Contact person	Mrs Odile PONS
Responsibility	Contact person for incoming students
Contact details	Phone: +33 3 89 33 65 82 – E-mail: odile.pons@uha.fr