

# ERASMUS+ FACT SHEET 2022/23

## FACULTY OF LAW, ECONOMICS & BUSINESS STUDIES

### UNIVERSITY OF ORLEANS, FRANCE

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#### CONTACT DETAILS

Erasmus+ Code: F ORLEANS01

Address: Université d'Orléans, Faculté de Droit Economie  
Gestion, rue de Blois BP26739 - 45067 Orléans cedex 2,  
France

Faculty coordinator: Pr Isabelle RABAUD  
Administrative contact: Ms Delphine REDON

Tel: +33238494730

Email: [international.deg@univ-orleans.fr](mailto:international.deg@univ-orleans.fr)

#### PEDAGOGICAL COORDINATORS

Law (ISCED 0421): Pr Anastasia SOTIROPOULOU  
[anastasia.sotiropoulou@univ-orleans.fr](mailto:anastasia.sotiropoulou@univ-orleans.fr)

Economics (ISCED 0311): Pr Isabelle RABAUD  
[isabelle.rabaud@univ-orleans.fr](mailto:isabelle.rabaud@univ-orleans.fr)

Business Studies (ISCED 0410): Pr Eric-Alain ZOUKOUA  
[eric-alain.zoukoua@univ-orleans.fr](mailto:eric-alain.zoukoua@univ-orleans.fr)

#### NOMINATION PROCEDURE

Partner institutions should send nominations by email,  
including first name, surname, email address, field of studies  
and duration of mobility.

Deadlines

**1 April** (Fall exchange)

**15 September** (Spring exchange)

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## APPLICATION PROCEDURE

Students must fill in the MoveOn Application and upload supporting documents:

- ID Card or Passport
- Erasmus+ OLA or Learning Agreement (signature of the sending institution is required)
- B2 Language Certificate

Deadlines

**1 May** (Fall exchange)

**15 October** (Spring exchange)

<https://www.univ-orleans.fr/fr/univ/international/venir-luniversite/etudier-en-programme-dechange>

Once the application is processed, students shall receive an acceptance letter, as well as an accommodation offer.

## ERASMUS+ ONLINE LEARNING AGREEMENT (OLA)

Only for ISCED 0421, 0311 and 0410

Responsible person for signature: Isabelle RABAUD  
[isabelle.rabaud@univ-orleans.fr](mailto:isabelle.rabaud@univ-orleans.fr)

Administrative contact: Delphine REDON  
[international.deg@univ-orleans.fr](mailto:international.deg@univ-orleans.fr)

## COURSE CATALOGUE

Faculty Courses

<https://www.univ-orleans.fr/fr/deg/formation/catalogue-des-formations/formation-par-diplome>

English-taught Courses

<https://www.univ-orleans.fr/fr/deg/international/venir-orleans/erasmus-echanges>

French Language Courses

<https://www.univ-orleans.fr/fr/idf/formations/cours-du-soir>

## LANGUAGE SKILLS

Students must provide a **B2 language certificate**, in French and/or English, depending on the language of instruction. We do accept certificates issued by partner institutions.

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## HOUSING

Contact: [programsabroad@univ-orleans.fr](mailto:programsabroad@univ-orleans.fr)

<https://www.univ-orleans.fr/fr/univ/international/venir-luniversite/se-loger>

Students may apply to CROUS accommodation within the MoveOn application. Accommodation is allocated on a first come, first served basis. Therefore students are advised to complete their application as soon as they possibly can. Due to high demand, student accommodation cannot be guaranteed.

## HEALTH & INSURANCES

European students should apply to get the European Health Insurance Card in their home country. Non-European students may register at the French Social Security, free of charge, upon their arrival in France.

In order to be registered at the University, students must provide a Civil Liability Insurance.

Please note it is also compulsory to get Housing Insurance in France, whether students are in student residences or private accommodation.

## WELCOME DAYS & GUIDEBOOK

<https://www.univ-orleans.fr/fr/univ/international/venir-luniversite/choisir-luniversite-dorleans>

## UNIVERSITY MATRICULATION

<https://www.univ-orleans.fr/fr/univ/formation/candidature-et-inscription/etudiants-internationaux>

Students will receive information to complete a Registration File online, prior to their arrival.

The Registrar's Office will then send a PJWEB link by email, where students must upload:

- Civil Liability Insurance
- ID picture

Students finally receive a notification on their personal email address when their Student Card has been issued.

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ACADEMIC  
CALENDAR

<https://www.univ-orleans.fr/fr/deg/formation/organisation-des-etudes/calendriers-universitaires>

COURSE & EXAM  
REGISTRATION

Students must fill in a Course Registration Form, sent by email. We advise the students to have their final OLA validated by the same deadlines.

Deadlines

**1 October** (Fall exchange)

**15 February** (Spring exchange)

Please note no changes will be accepted after the deadlines.

TIMETABLES

<https://www.univ-orleans.fr/EDTWeb/>

Please select the Faculty DEG (step 1), the programme (step 2), the week (step 3), the day (step 4).

EXAMINATIONS

Bachelor's Degrees

<https://www.univ-orleans.fr/fr/deg/formation/organisation-des-etudes/examens-de-licence>

Master's Degrees

<https://www.univ-orleans.fr/fr/deg/formation/organisation-des-etudes/examens-de-master-0>

Examination Regulations

<https://www.univ-orleans.fr/fr/deg/formation/organisation-des-etudes/reglementation>

Exchange students are called in to attend the regular examinations. Specific exams may be organised by the Studies Office, only in case of examination timetable clashes. Exchange students are allowed to use a bilingual dictionary.

TRANSCRIPTS OF  
RECORDS

Results are published on the ENT personal account of the students mid-February (Fall exchange) and early June (Spring exchange).

Transcripts of records are issued by the Studies Office shortly after those dates and sent to the student by email.

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## CAMPUS FACILITIES

Health Centre and Special Needs

<https://www.univ-orleans.fr/fr/univ/vie-des-campus/sante-et-accompagnement>

Students' Clubs

<https://www.univ-orleans.fr/fr/univ/vie-des-campus/vie-associative-etudiante>

Sports

<https://www.univ-orleans.fr/fr/univ/vie-des-campus/vie-sportive>

Catering Facilities

<https://www.crous-orleans-tours.fr/restauration/carte-des-restaurants/orleans/>

Digital Tools

<https://www.univ-orleans.fr/fr/univ/vie-des-campus/bien-gerer-sa-rentree/connectez-vous>

Student Support

<https://www.univ-orleans.fr/fr/univ/vie-des-campus/aide-accompagnement-individuel-des-etudiants>

Cultural Centre

<https://www.univ-orleans.fr/fr/culture>

Learning Centres

<https://scd.univ-orleans.fr/>

Language Centre

<https://www.univ-orleans.fr/fr/deg/formation/centre-de-langues>

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