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# UNIVERSITÉ DE BOURGOGNE

## INFORMATION SHEET: 2024-2025

Full legal name of the institution	FR: Université de Bourgogne EN: University of Burgundy
ERASMUS code of the institution	F DIJON 01
Website	FR: <a href="http://www.u-bourgogne.fr">http://www.u-bourgogne.fr</a> EN: <a href="http://en.u-bourgogne.fr/">http://en.u-bourgogne.fr/</a>

### INTERNATIONAL RELATIONS OFFICE

Address	Université de Bourgogne Pôle International Maison de l'Université Esplanade Erasme BP 27877 - 21078 DIJON cedex France
Website	FR: <a href="http://www.u-bourgogne.fr/international.html">http://www.u-bourgogne.fr/international.html</a> EN: <a href="http://en.u-bourgogne.fr/about-ub/international-office.html">http://en.u-bourgogne.fr/about-ub/international-office.html</a>
Head of International Office	Bénédicte FORTIER Email: <a href="mailto:benedicte.fortier@u-bourgogne.fr">benedicte.fortier@u-bourgogne.fr</a> Phone: + 33 3 80 39 35 68
Institutional ECTS coordinator	Bénédicte FORTIER <a href="mailto:benedicte.fortier@u-bourgogne.fr">benedicte.fortier@u-bourgogne.fr</a>

## CONTACT FOR BILATERAL AGREEMENTS

Fabien GEORGE-CHATEL

Email: [cooperation@u-bourgogne.fr](mailto:cooperation@u-bourgogne.fr)

Phone: + 33 3 80 39 52 85

Website

FR: <http://www.u-bourgogne.fr/international/partenerariats-internationaux-montage-de-projets>

EN: <http://en.u-bourgogne.fr/about-ub/general-policy.html>

## FORTHEM ALLIANCE UNIT (*European Universities Initiative*)

Head of unit: Bernhard ALTHEIM

Alliance coordination: Špela JERALA

Coordination of work packages: Manon MIGNARDOT

Work packages: Lucille CARETTE, Helena JESTIN, Sami ZAHIBI

Finance and logistics: Laetitia NZAME NZOGHE

Email: [forthem@u-bourgogne.fr](mailto:forthem@u-bourgogne.fr); phone: +33 3 80 39 37 61, + 33 3 80 39 39 60

Website: <https://forthem-alliance.eu/>

## CONTACT FOR STAFF MOBILITY

Bibiane NZINGA

Email: [staff.researchers@u-bourgogne.fr](mailto:staff.researchers@u-bourgogne.fr)

## CONTACT FOR INTERNATIONAL RESEARCHERS

Bibiane NZINGA

Email: [staff.researchers@u-bourgogne.fr](mailto:staff.researchers@u-bourgogne.fr)

Website

FR: <http://www.u-bourgogne.fr/chercheurs-internationaux/accueil-des-chercheurs-internationaux>

EN: <http://en.u-bourgogne.fr/research/service-center-for-international-researchers.html>

## CONTACT FOR STUDENT MOBILITY REQUESTS

### Head of Mobility unit

Julie CANOVAS, [student.mobility@u-bourgogne.fr](mailto:student.mobility@u-bourgogne.fr); + 33 3 80 39 39 44

### Outgoing students

Nela JOURNAUX, [exchange.outgoing.students@u-bourgogne.fr](mailto:exchange.outgoing.students@u-bourgogne.fr); + 33 3 80 39 55 16

### Incoming students

Raluca-Elena COANDA, [exchange.incoming.students@u-bourgogne.fr](mailto:exchange.incoming.students@u-bourgogne.fr); + 33 3 80 39 38 04

### Nomination instructions for partner university

Send by Email to [exchange.incoming.students@u-bourgogne.fr](mailto:exchange.incoming.students@u-bourgogne.fr) the student's name and surname, Email address, date of birth, field and level of study.

### Deadline for nominations

For 1<sup>st</sup> semester and full year students: April 30<sup>th</sup> 2024.

For 2<sup>nd</sup> semester: October 30<sup>th</sup> 2024.

## INFORMATION FOR EXCHANGE STUDENTS

Website with useful information about applications, courses, enrolment, visa, housing, health, student life, contacts, cultural adaptation, student associations...	FR: <a href="https://ub-link.u-bourgogne.fr/etudiants-internationaux/venir-dans-le-cadre-d-un-partenariat-avec-votre-universite-d-origine.html">https://ub-link.u-bourgogne.fr/etudiants-internationaux/venir-dans-le-cadre-d-un-partenariat-avec-votre-universite-d-origine.html</a>  EN: <a href="http://en.u-bourgogne.fr/admission/exchange-students.html">http://en.u-bourgogne.fr/admission/exchange-students.html</a>
Courses	French-taught courses: <a href="http://www.u-bourgogne.fr/formation.html">http://www.u-bourgogne.fr/formation.html</a> . English-taught courses: contact <a href="#">Raluca-Elena COANDA</a> who will put you in contact with your University of Burgundy coordinator who will tell you if English courses are available in your field of study.
Firsthand accounts from former students	FR: <a href="http://ub-link.u-bourgogne.fr/etudiants-internationaux/temoignages">http://ub-link.u-bourgogne.fr/etudiants-internationaux/temoignages</a> EN: <a href="http://en.u-bourgogne.fr/life-on-ub/student-testimonies.html">http://en.u-bourgogne.fr/life-on-ub/student-testimonies.html</a>
Application forms	FR: <a href="https://www.service4mobility.com/europe/BewerbungServlet?identifieur=DIJON01&amp;kz_bew_art=IN&amp;kz_bew_pers=S&amp;aust_prog=SMS&amp;sprache=fr">https://www.service4mobility.com/europe/BewerbungServlet?identifieur=DIJON01&amp;kz_bew_art=IN&amp;kz_bew_pers=S&amp;aust_prog=SMS&amp;sprache=fr</a> EN: <a href="https://www.service4mobility.com/europe/BewerbungServlet?identifieur=DIJON01&amp;kz_bew_art=IN&amp;kz_bew_pers=S&amp;aust_prog=SMS&amp;sprache=en">https://www.service4mobility.com/europe/BewerbungServlet?identifieur=DIJON01&amp;kz_bew_art=IN&amp;kz_bew_pers=S&amp;aust_prog=SMS&amp;sprache=en</a>
Application procedure	<ol style="list-style-type: none"> <li>1. Complete the online application form.</li> <li>2. Create your personal account.</li> <li>3. Upload the following documents directly to your personal electronic account: passport-size photo, copy of your official identity document (passport or ID card), CV, cover letter, learning agreement signed by the student and the home university.</li> </ol> <p>Only the online application will be accepted - do not send us your documents by Email, post or fax. If you have any questions regarding the online application, please contact Raluca-Elena COANDA at <a href="mailto:exchange.incoming.students@u-bourgogne.fr">exchange.incoming.students@u-bourgogne.fr</a>.</p>
Language requirements	<ul style="list-style-type: none"> <li>- <a href="#">B2</a> level in French for French-taught courses.</li> <li>- <a href="#">B2</a> level in English for English-taught courses.</li> </ul> <p>We do not require any documents to prove your language level but if you have a language certificate please join it to your application file.</p>
Application period	<p>For 1<sup>st</sup> semester and full year students: from mid-February to <b>May 15<sup>th</sup></b>, 2024.          For 2<sup>nd</sup> semester students: from mid-September to <b>November 15<sup>th</sup></b>, 2024.</p>
Accommodation	<p>You will be able to book a room in student residence through the online application form.</p>
Documents requested upon arrival	<p>See Exchange students' website, "Enrolment" section.</p>