

Université Bourgogne Europe

INFORMATION SHEET

Full legal name of the institution: Université Bourgogne Europe

ERASMUS code of the institution: F DIJON 01

Website: www.ube.fr

INTERNATIONAL RELATIONS OFFICE

Address

Université Bourgogne Europe - Pôle International

Maison de l'Université - Esplanade Erasme

BP 27877 - 21078 DIJON cedex, FRANCE

www.ube.fr/en/international-forthem/

Head of International Office / Institutional ECTS coordinator

Dr. Bénédicte FORTIER: benedicte.fortier@ube.fr

- **Cooperation Unit:** cooperation@ube.fr
- **FORTHEM Alliance Unit** (European Universities Initiative): forthem@ube.fr
- **Mobility Unit**
 - Incoming students: exchange.incoming.students@ube.fr
 - Outgoing students: exchange.outgoing.students@ube.fr
 - International researchers and staff mobility: staff.researchers@ube.fr

Nomination procedure for partner universities

Required information about the student

- 1) Name and surname
- 2) Email address
- 3) Date of birth
- 4) Field of study
- 5) Level of study

Transmission: by email at exchange.incoming.students@ube.fr.

Deadlines

- April 30th for the 1st semester
- October 30th for the 2nd semester

Information for exchange students

Application procedure

- 1) Complete the *Mobility-Online* application form.
- 2) Check your email box and create your personal online account using the link you received from *Mobility-Online*.
- 3) Upload all the required documents to your *Mobility-Online* account: passport photo, ID document (passport or ID card), CV, cover letter, *learning agreement* signed by your home university.

Application period and deadlines

1st semester

- From **mid-February to May 15th** for completing the *Mobility-Online* form and creating your personal online account.
- **June 30th at the latest** for uploading all the documents to your *Mobility-Online* account.

2nd semester

- From **mid-September to November 15th** for completing the *Mobility-Online* form and creating your personal online account.
- **November 30th at the latest** for uploading all the documents to your *Mobility-Online* account.

Language requirements

- **B2** level in French or in English (depending on the language of instruction of your preselected courses).
- 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.

Housing solutions

- Room in a student residence on campus: apply through the *Mobility-Online* form.
- [Studapart](#) platform: exclusive offers for our students with verified ads and secure payment.
- Other options: real estate rentals, private student residences, furnished rooms (useful links on our website).

Find more information (link to *Mobility-Online* form, course catalogue, academic calendar, administrative registration, health insurance, facilities on campus, Welcome Days etc.) on our website: [English](#) / [French](#).

Contact for exchange students: exchange.incoming.students@ube.fr, +33 (0)3 80 39 38 04.