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UNIVERSITÉ DE BOURGOGNE

INFORMATION SHEET : 2018-2019

Full legal name of the institution	FR: Université de Bourgogne ENG: University of Burgundy
ERASMUS code of the institution	F DIJON 01
Website	FR: http://www.u-bourgogne.fr ENG: http://en.u-bourgogne.fr/

INTERNATIONAL RELATIONS OFFICE	
Address	Université de Bourgogne Pôle International Maison de l'Université Esplanade Erasme BP 27877 - 21078 DIJON cedex France
Phone	+ 33 3 80 39 50 17
General Email address	international@u-bourgogne.fr
Website	http://www.u-bourgogne.fr/international.html
Head of International Office	Bénédicte FORTIER Email: benedicte.fortier@u-bourgogne.fr Phone: + 33 3 80 39 35 68
Institutional ECTS coordinator	Bénédicte FORTIER benedicte.fortier@u-bourgogne.fr

CONTACT FOR BILATERAL AGREEMENTS

 Bernhard ALTHEIM, Head of *Cooperation unit* at International Office

 Email: cooperation@u-bourgogne.fr

Phone: + 33 3 80 39 37 61

Web:

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

 ENG: <http://en.u-bourgogne.fr/about-ub/general-policy.html>
CONTACT FOR INTERNATIONAL RESEARCHERS AND STAFF MOBILITY

Fabien GEORGE

 Email: staff.researchers@u-bourgogne.fr

Phone: + 33 3 80 39 52 85

Website:

 FR: <http://recherche.u-bourgogne.fr/chercheurs-internationaux.html>

 ENG : <http://en.u-bourgogne.fr/research/service-center-for-international-researchers.html>
CONTACT FOR COMMUNICATION REQUESTS

Daria PLANTAK

 Email: international@u-bourgogne.fr
CONTACT FOR STUDENT MOBILITY REQUESTS

 Julie CANOVAS, Head of *Student mobility unit* at International Office

 Email: student.mobility@u-bourgogne.fr

Incoming students

Claudia SOFFIANTINI

 Email: exchange.incoming.students@u-bourgogne.fr

Phone: + 33 3 80 39 38 04

Outgoing students

Nela JOURNAUX

 Email: exchange.outgoing.students@u-bourgogne.fr

Phone: + 33 3 80 39 55 16

 Nomination instructions for
Partner University

Send by Email to:

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 1st semester and full year students : April 30th, 2018,
- for 2nd semester : October 30th , 2018.

INFORMATION ABOUT APPLICATION PROCEDURE FOR EXCHANGE STUDENTS	
Website	FR: http://ub-link.u-bourgogne.fr/etudiants-internationaux/venir-dans-le-cadre-d-une-convention-de-cooperation.html ENG: http://en.u-bourgogne.fr/admission/exchange-students.html
Courses	French taught courses: http://www.u-bourgogne.fr/formation.html English taught courses: contact Claudia SOFFIANTINI 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.
Interviews of former students	http://ub-link.u-bourgogne.fr/etudiants-internationaux/temoignages
Application forms	FR : https://www.service4mobility.com/europe/BewerbungServlet?identifieur=DIJON01&kz_bew_art=IN&kz_bew_pers=S&aust_prog=SMS&sprache=fr ENG: https://www.service4mobility.com/europe/BewerbungServlet?identifieur=DIJON01&kz_bew_art=IN&kz_bew_pers=S&aust_prog=SMS&sprache=en
Application procedure	<ol style="list-style-type: none"> 1. Complete the online application form. 2. Create your personal account. 3. Upload the following documents directly to your personal electronic account: <ul style="list-style-type: none"> - cover letter, - resume, - learning agreement signed by the student and the home university, - copy of your official identity document (identity card, passport, driving licence...). <p>Only the online application will be accepted - do not send us your documents by Email, post or fax.</p> <p>If you have any questions regarding the online application, please contact Claudia SOFFIANTINI at exchange.incoming.students@u-bourgogne.fr.</p>
Language requirements	<ul style="list-style-type: none"> - B2 level in French for French taught programmes. - B2 level in English for English taught programmes. <p>We do not require any documents to prove your language level but if you have language certificate please join it to your application file.</p>
Application deadlines	For 1 st semester and full year students: May 15th , 2018. For 2 nd semester students: November 15th , 2018.
Accommodation	You will be able to reserve a room through the online application form.
Documents requested upon arrival	<ul style="list-style-type: none"> - Acceptance letter sent by the University of Burgundy. - ECTS Learning Agreement signed by home institution. - Copy of student card from your home university. - Copy of Identity Document (copy of visa if necessary). - 2 photos. - EU, EEA and Swiss citizens must also provide us a copy of European Health Insurance Card (valid until: 30/09/2019) or a copy of private insurance for studies.