



FACTSHEET 2019-2020

Incoming students

CONTACT

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Coordinator for incoming students for the majors at ULB in:

Political Science, social Sciences, labor Sciences, History, Art history, Archeology, Cultural management, Philosophy, Ethics, Sciences of Religions and Secular Thought

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THE “UNIVERSITÉ LIBRE DE BRUXELLES”

- Founded in 1834
- A comprehensive university : covering all disciplines at all levels
- 11 Faculties
- 1 Teaching Hospital
- 25,000 students (30% foreign students)
- 400 Erasmus
- 330 institutional agreements



FACULTY OF PHILOSOPHY AND SOCIAL SCIENCES (PHISOC) AT ULB

A few figures

- 4 departments
- +/- 4180 regular students
- About 180 incoming students/year
- About 140 outgoing students/year
- +/- 150 partners



Majors available to incoming students (according to the agreement with your university)

- Political Science (Political science, International Relations, European Studies)
- Social Sciences (Sociology, Anthropology)
- Labor Sciences (Industrial Relations and Personnel Management, Social Work)
- History
- Art history
- Archeology
- Cultural management
- Philosophy
- Ethics
- Sciences of Religions and Secular Thought

EXCHANGE RELATED INFORMATION

Websites

- Incoming Students : <http://philoscsoc.ulb.be/en/students-mobility/incoming-students>
- The student mobility website should answer most of the questions your exchange students can have. Therefore, we strongly recommend them to read it carefully. The Student Mobility Office will of course remain available for any further questions.
- ULB: www.ulb.ac.be

Information packages

- **Info Pack 1** (by mid-April): exchange at glance and moveon application form web link e-mailed to the students once they have been officially announced.
- **Info Pack 2** (by June for T1 & AA, by December for T2¹): visa letter, Guide 1... sent by email once the students have completed the application form on-line moveon.
- **Finalisation registration with the matricule number and process to create ULB email address** sent by email 1 month before the welcome week.
- **Info Pack 3**: course registration form, Guide 2... given on site to the students during the welcome meeting.

Information meeting

An information/welcome meeting is organized for Phisoc exchange students before the beginning of the courses (dates to be confirmed):

- ✓ 1st term: **second week of September**
- ✓ 2nd term: **very end of January**

PARTICIPATION TO THOSE MEETINGS IS MANDATORY!

¹ AA – T1 – T2: see below section “ULB calendar”.

ULB CALENDAR 2019-2020

- The **academic year (AA)** officially starts on **September 09** and ends on **June 30**.

FULL ACADEMIC YEAR = 9 MONTHS

1 TERM = 4.5 MONTHS

- The **1st term (T1)** officially starts on **September 09** and ends on **January 25**.

▪ September 09:	start of the academic year + beginning of the Express Introduction Week
▪ September 09:	Welcome Meeting (MANDATORY!)
▪ September 11:	Meeting with the academic coordinators
▪ September 16:	beginning of the courses
▪ December 21:	end of the courses and beginning of the Christmas Holidays
▪ January 6:	beginning of the exams
▪ January 25:	end of the exams end of the 1 st term exchange period

- The **2nd term (T2)** officially starts on **January 27** and ends on **June 30**.

▪ January 27:	start of the 2 nd term + beginning of the Express Introduction Week
▪ January 27:	Welcome Meeting (MANDATORY!)
▪ January 29:	Meeting with the academic coordinators
▪ February 3:	beginning of the courses
▪ Mid of May:	beginning of the exams
▪ June 30:	end of the exams end of the 2 nd term exchange period
▪ Mid-August beginning of September:	re-sit exams

ADMINISTRATIVE PROCEDURES

Nominations

- Exchange students' nominations have to be sent **by the home university coordinator** by email to pipsin@ulb.ac.be

Students' data required: *please use the Phisoc nomination form in the excel format!*

- ✓ Last and first names (please specify)
- ✓ Gender (M/F)
- ✓ E-mail address
- ✓ Year of study
- ✓ Exchange period:
 - 1st term (September – January)
 - 2nd term (January – June)
 - Full academic year
- ✓ Major at ULB

- Nomination deadlines:**

1st term & academic year: MAY 15
2nd term: OCTOBER 15

- For other ULB faculties, please send your students' applications to ULB "Mobilité Etudiante":**
Mr Luis Gomez/Mobilité Etudiante
Université Libre de Bruxelles
Avenue Franklin D. Roosevelt 50 – CP183
B - 1050 Brussels
Email: mobilite@ulb.ac.be

LANGUAGE REQUIREMENTS

The Université libre de Bruxelles is a French-speaking university. A vast majority of courses are taught in **French**. It is thus highly recommended that exchange students coming to the ULB acquire a B1 level in French prior to their arrival even if our Faculty does not require a DALF/DELF or any official certificate.

LANGUAGE COURSES

Students are being given the opportunity to improve their knowledge of French thanks to free French language courses. These courses are aimed at students who already have some good basic knowledge of French. More details on: <http://philoscsoc.ulb.be/en/students-mobility/incoming-students/languages>

PROGRAM

Courses

Exchange student courses in the Faculty of Philosophy and social Sciences Course descriptions: <http://philoscsoc.ulb.be/en/students-mobility/incoming-students/courses-and-exams>

Exchange Students are requested to **register to 1 course at least**. They are authorized to select courses from the other majors, but **have to take at least 60% of their courses in the major he/she belongs to**. The exact number of courses or total ECTS credits has to be determined by the home institution. Please note that one course is worth 5 ECTS credits. **Bachelor students are authorized to take maximum 2 courses in master programme.**

Students will have the opportunity to attend courses during \pm 3 weeks before submitting their final courses registration form.

During the exchange of the student, the ULB academic coordinator provides help regarding whole question about courses, building the programme, content of courses... the Student Mobility Office will provide contact details of the ULB academic coordinator of her/his major at ULB.

Exams

- Exchange students will take their exams in the same conditions as regular students.
 - Exchange students are NOT authorized to organize their exams individually with their professors.
 - All students are expected to take their exams during the official exams periods:
 - ✓ January (exams for the 1st term courses).
 - ✓ May –June (exams for the academic year and 2nd term courses).
 - ✓ Mid-August – beginning of September (re-sit exams for the 1st and 2nd term courses).
- Should your student want to pass re-sit exams, he/she must come back to Brussels!**

Results

The official transcripts of records are sent to the home institution together with a copy for the student, firstly by email, then by post in the course of February for the 1st term exchange students, and in the course of July for the 2nd term and academic year exchange students.

HEALTH AND MEDICAL INSURANCE

Students will be required to pay **12€** online via MonULB for their compulsory insurance, which will cover them on the campus and on the way to/from the campus. But they may want to complement this with another insurance covering them outside “working hours” and for their other activities. Your students may either want to take insurance from home, or register here when they arrive.

Students will receive their student card only when the 12 euros have been paid!

ACCOMMODATION

Our university unfortunately does not provide student housing to exchange students. Students may look for independent, off-campus housing. We recommend all the students to find a student room before their arrival in Brussels.

ULB Accommodation Service Database

<http://web2.ulb.ac.be/logements/index.php>

Specialized websites

<http://www.brुकot.be>

<http://www.kitkot.be>

<http://www.kots.be>

CAMPUS FACILITIES/ACTIVITIES

For more details, please find the link <http://philoscoc.ulb.be/en/students-mobility/incoming-students/practical-informations>

Exchange Students association, l'EXPRESS: <http://www.erasmusbrussels.net/>. Several student associations organise extra-academic activities exchange students can take part in...

V: Presses Universitaires (handbooks, ...)

E1 & E2: Sports Halls

F: Accommodation Service, photocopies, fax, bookshop, restaurants, sandwiches, stationary, travel agency.

H: Student mobility Office Phisoc, Express' office, Facultes' information boards, schedules.

IEE: Institut d'Etudes Européennes

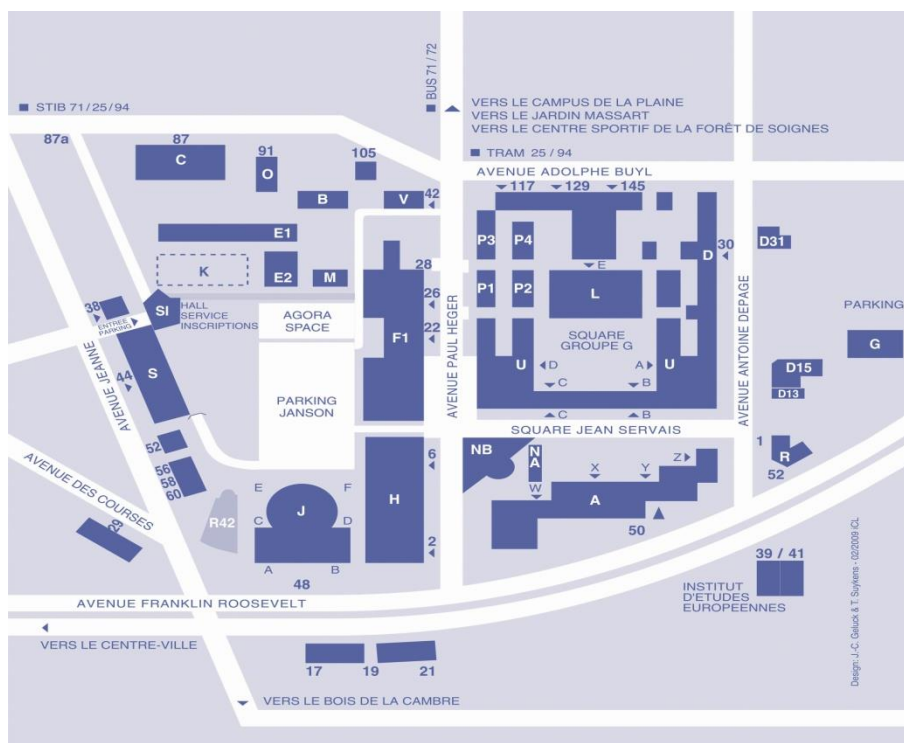
M: Medical Service

NB: Human Sciences Library

S: Registration Service

U: Multimedia library

R42: Solvay Brussels School of Economics and Management (SBS-EM)





ESTIMATED COST OF LIVING

The following table is an estimate (in Euros) per month:

Accommodation	350-500
Food	250
Public Transport	(-25 years old) 35
Books & learning material	40
Health Insurance Plan (for non EU citizens)	25
Miscellaneous Parties	70
Telecommunications	40

We look forward to welcoming your students in Brussels,

Yours sincerely,

Isabelle BEAUCHAMP
Coordinator, Student Mobility Office