

Erasmus+ Programme

Scheda informativa della sede partner

F LILLE03 Université Charles de Gaulle - Lille 3

Departmental Coordinator: Prof. **Stefano Genetti** at the Department of Lingue e Letterature Straniere

A. Information about higher education institutions

Name of the institution (Institutional Coordinator and Departmental Coordinator)	Erasmus code	Contact details (email, phone ...)	Website (Home page and course catalogue)
Université Charles de Gaulle - Lille 3 Institutional Coordinator Prof. Richard Davis Departmental Coordinator(s) nathalie.lesaffre@univ-lille3.fr at the Department of Lettres modernes Prof. at the Department of: jerome.hennebert@univ-lille3.fr	F LILLE03	International Relations Office Postal address: Service Relations Internationales - Domaine universitaire du Pont de Bois BP 60149 F - 59653 Villeneuve d'Ascq Cedex T: +33320416308 F: + 33320416390 incoming@univ-lille3.fr (incoming students) erasmus@univ-lille3.fr (outgoing students) martine.hamiache@univ-lille3.fr (agreements)	Web page: http://www.univ-lille3.fr/ Course Catalogue: http://www.univ-lille3.fr/etudes/formations/

C. Recommended language skills

The sending institution is responsible for providing support to its nominated candidates so that they can have the language skills recommended by the receiving institution:

Receiving institution [Erasmus code]	Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level
				Student Mobility for Studies
F LILLE03	Languages	French		B2 (no certificate required)

D. Additional requirements

Student Mobility for Studies

Receiving institution	Subject area	Minimum Number of	Faculty or Department(s) where students will be	Access to other Faculties or	Support and infrastructure to
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[Erasmus code]		Credits to be included in the study plan	entitled to attend courses/modules	Departments (yes / no)	welcome students/staff with disabilities (yes / no)
F LILLE03	023	21 per semester	Lettres Modernes	Yes, according the Learning Agreement	Yes

F LILLE03:

Coming to Lille 3 : Step by step to Lille 3 <http://www.univ-lille3.fr/international/venir-etudier/programme-echange/coming-to-lille-3/>

Exchange students have access to a dedicated and free support service for disabled students <http://www.univ-lille3.fr/fr/campus/accessibilite/relais-handicap/> and to the medical center <http://www.univ-lille3.fr/siumpps/> in Villeneuve d'Ascq Campus.

For the implementation of Staff Mobility for Teaching and Training (for Incoming staff), a letter of invitation issued by a University Lille3 contact person is required

E. Calendar

1. Applications/information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term APPLICATION DEADLINE	Spring term APPLICATION DEADLINE
F LILLE03	May 13	Oct 14

2. The receiving institution will send its decision within 5 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, in the event of unilateral termination, a notice of at least one academic year should be given. This means that a unilateral decision to discontinue the exchanges notified to the other party by 31 October 20XX will only take effect as of 1 September 20XX+1. The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."]

F LILLE03:

Application form :

<http://www.univ-lille3.fr/international/venir-etudier/programme-echange/candidater/formulaire-candidature/>

2. We will send our decision within [3] weeks.

3. A Transcript of Records will be issued no later than [5] weeks after the assessment period has finished at our institution. [It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]

4. Termination of agreement

In the event of unilateral termination, a notice of at least one academic year should be given. This means that a unilateral decision to discontinue the exchanges notified to the other party by 30 September 20XX will only take effect as of 30 September 20XX+1. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

F. Information

1. Grading systems of the institutions

Receiving institution [Erasmus code]	ECTS Link										
F LILLE03	<p>F Lille03 will recommend the following table. The Exchange student is awarded a number of ECTS credits for each course when the student has fulfilled the course requirements.</p> <p>F LILLE03 Grade Definition</p> <table> <tr> <td>16 ≤ N ≤ 20</td> <td>VERY GOOD</td> </tr> <tr> <td>14 ≤ N < 16</td> <td>GOOD</td> </tr> <tr> <td>12 ≤ N < 14</td> <td>SATISFACTORY</td> </tr> <tr> <td>10 ≤ N < 12</td> <td>SUFFICIENT</td> </tr> <tr> <td>N < 10</td> <td>FAIL</td> </tr> </table> <p>ECTS credits : 30 ECTS /semester 60 ECTS/ academic year</p> <p>students need to validate between 21 and 30 ECTS per semester.</p>	16 ≤ N ≤ 20	VERY GOOD	14 ≤ N < 16	GOOD	12 ≤ N < 14	SATISFACTORY	10 ≤ N < 12	SUFFICIENT	N < 10	FAIL
16 ≤ N ≤ 20	VERY GOOD										
14 ≤ N < 16	GOOD										
12 ≤ N < 14	SATISFACTORY										
10 ≤ N < 12	SUFFICIENT										
N < 10	FAIL										

2. Visa

Institution [Erasmus code]	Contact details (email, phone)	Website for information
F LILLE03	Service Relations Internationales – incoming@univ-lille3.fr	http://www.univ-lille3.fr/international/venir-etudier/programme-echange/coming-to-lille-3/

3. Insurance

Institution [Erasmus code]	Contact details (email, phone)	Website for information
F LILLE03	Service Relations Internationales – incoming@univ-lille3.fr	http://www.univ-lille3.fr/international/venir-etudier/programme-echange/coming-to-lille-3/

4. Housing

Institution [Erasmus code]	Contact details (email, phone)	Website for information
F LILLE03	reeflex@univ-lille.fr	http://www.univ-lille3.fr/international/venir-etudier/programme-echange/coming-to-lille-3/

A Reservation form will be send with the welcome message "Bienvenue à Lille 3", once received all the documentation by e-mail.

Erasmus+ Programme

A. Information about higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
Université Charles de Gaulle -Lille 3 Sciences Humaines et Sociales	F LILLE03	Institutional Coordinator : Dr. Kathleen O'CONNOR Service Relations Internationales - Domaine universitaire du Pont de Bois BP 60149 F - 59653 Villeneuve d'Ascq Cedex T: +33320416308 F: + 33320416390 ri.direction@univ-lille3.fr Incoming students : Sarah Durieux incoming@univ-lille3.fr T: +33320416667	http://www.univ-lille3.fr/international/ http://www.univ-lille3.fr/etudes/formations/

C. Recommended language skills

The sending institution, following agreement with the receiving institution, is responsible for providing support to its nominated candidates so that they can have the recommended language skills at the start of the study or teaching period:

Receiving institution [Erasmus code]	<i>Subject area</i>	Language of instruction 1	Language of instruction 2	Student Mobility for Studies [Minimum recommended level: B1]
F LILLE03	Humanities	FRENCH		B2 (no certificate required)

F LILLE03 :

University Lille 3 will offer a free French course for exchange. Students willing to take this course must submit their request in the Student Application Form. A test of placement is mandatory. The course can only be followed during one semester. <http://www.univ-lille3.fr/international/venir-etudier/programme-echange/coming-to-lille-3/>

D. Additional requirements

F LILLE03:

Coming to Lille 3 : Step by step to Lille 3

<http://www.univ-lille3.fr/international/venir-etudier/programme-echange/coming-to-lille-3/>

Application form :

<http://www.univ-lille3.fr/international/venir-etudier/programme-echange/candidater/formulaire-candidature/>

Exchange students have access to a dedicated and free support service for disabled students <http://www.univ-lille3.fr/fr/campus/accessibilite/relais-handicap/> and to the medical center <http://www.univ-lille3.fr/siumpps/> in Villeneuve d'Ascq Campus.

E. Calendar

1. Applications/information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* and year [month]	Spring term* [month]
F LILLE03	Application D/L: May, 15 Nomination D/L: May,31	Application D/L: Oct,15 Nomination D/L: Oct,31

F. Information

1. Grading systems of the institutions

F LILLE03 will recommend the following table.

The Exchange student is awarded a number of ECTS credits for each course when the student has fulfilled the course requirements.

F LILLE03 Grade Definition

16 ≤ N ≤ 20	VERY GOOD
14 ≤ N < 16	GOOD
12 ≤ N < 14	SATISFACTORY
10 ≤ N < 12	SUFFICIENT
N < 10	FAIL

ECTS credits : 30 ECTS /semester 60 ECTS/ academic year

2. Visa

Institution [Erasmus code]	Contact details (email, phone)	Website for information
F LILLE03	incoming@univ-lille3.fr T : + 33 3 20 41 66 67	http://www.univ-lille3.fr/international/venir-etudier/programme-echange/coming-to-lille-3/

3. Insurance

Institution [Erasmus code]	Contact details (email, phone)	Website for information
F LILLE03	incoming@univ-lille3.fr T : + 33 3 20 41 66 67	http://www.univ-lille3.fr/international/venir-etudier/programme-echange/coming-to-lille-3/

4. Housing

Institution [Erasmus code]	Contact details (email, phone)	Website for information
F LILLE03	incoming@univ-lille3.fr T : + 33 3 20 41 66 67	http://www.univ-lille3.fr/international/venir-etudier/programme-echange/coming-to-lille-3/

General information	
Full legal name of the institution in the local language:	Université Lille 3 - SHS
Full legal name of the institution in English:	University of Lille 3 – SHS
Erasmus code (if applicable):	F LILLE 03
International website:	https://www.univ-lille3.fr/international/venir-etudier/
Institution's website:	https://www.univ-lille3.fr/
General email address International Office:	Ri.direction@univ-lille3.fr
General telephone number International Office:	+33 3 20 41 63 08
Postal address International Office:	Relations Internationales Université Lille 3 – Charles de Gaulle Domaine Universitaire du Pont de Bois - Rue du Barreau BP60149 59653 Villeneuve d'Ascq Cedex
Visiting/courier address International Office:	Relations Internationales Université Lille 3 – Charles de Gaulle Domaine Universitaire du Pont de Bois - Rue du Barreau BP60149 59653 Villeneuve d'Ascq Cedex
Head International Office:	Kathleen O'Connor
Contact person for exchange agreements:	Joseph Armando Soba & Martine Hamiache
Email for exchange agreements:	Ri.direction@univ-lille3.fr , martine.hamiache@univ-lille3.fr
Telephone for exchange agreements:	+33 3 20 41 66 63

Incoming exchange students	
Contact person(s) responsible for incoming exchange students:	Megan Hennequin & Sarah Durieux
Email:	incoming@univ-lille3.fr
Telephone:	+33 3 20 41 66 67 / 63 92
Website with information for exchange students:	https://www.univ-lille3.fr/international/venir-etudier/
Website with available courses and course descriptions for exchange student requested application documents or link to the website with the application	https://www.univ-lille3.fr/etudes/formations/ https://www.univ-lille3.fr/international/venir-etudier/programme-echange/
Deadlines for exchange nominations:	Fall semester and full year: May 13 Spring semester: October 14
Deadlines for exchange application forms:	Fall semester and full year: June 10 Spring semester: November 4
Semester dates (including intergration week and exam sessions):	Fall semester: September 1 to January 14 Spring semester: January 16 to May 9
Dates orientation day/week:	Fall semester and full year: September 1 September 5 to September 9 Spring semester: January 9 January 10 to January 13
Do you use local credits or ECTS credits?	ECTS credits
In case of local credits, what is the conversion factor to convert to ECTS?	
Language of instruction exchange programmes:	French
Possibility of attending courses at different departments:	YES
Do you offer a language course for incoming students?	Yes, it is free if they pass the language test at the beginning of the semester, they can have 3 ECTS
Approximate monthly costs (Euro) for:	
• Accommodation	300
• Study material/books	Department related
• Food/drinks	100
• Transport	30
Facilities for students with special needs:	YES
Nearest airports:	Lille Lesquin / Bruxelles Charleroi

Housing for exchange students	
Do you offer housing for exchange students?	Yes, if they ask for they have to fill the accommodation form that we send once we have received their application form
Contact person(s) responsible for housing:	Megan Hennequin & Sarah Durieux
Email:	incoming@univ-lille3.fr
Telephone:	+33 3 20 41 66 67 / 63 92
Website with information about the housing procedure:	They can have a look to the residences on : http://www.crous-lille.fr/logements/nos-residences-universitaires/

Deadlines for housing application:	They will have an e-mail with the information concerning the procedure
Average housing costs:	Between 200 and 350 euros

Visa	
Contact person(s) responsible for visa:	Ingrid Fournier, Megan Hennequin & Sarah Durieux
Email:	incoming@univ-lille3.fr , Ingrid.fournier@univ-lille3.fr
Telephone:	+33 3 20 41 64 12 / 66 67 / 63 92
Website with information about the visa procedure:	https://www.univ-lille3.fr/international/venir-etudier/titre-de-sejour/

Outgoing exchange students	
Contact person(s) responsible for outgoing exchange students:	Adeline Russo (Erasmus) & José Lagos Lama (bilateral agreements)
Email:	erasmus@univ-lille3.fr , conventions@univ-lille3.fr
Telephone:	+33 3 20 41 63 91 / 63 41