



European Federation of Catholic Universities
Fédération des universités catholiques Européennes
Federación de universidades católicas de Europa

FUCE SCHOLARSHIP MOBILITY PROGRAMME
CERTIFICATE OF STAY

Host institution

Mr/Ms _____

Function _____

University _____

Certifies that:

Mr/Ms _____

with passport number _____

has performed a stay in our institution from ____/____/____ (dd/mm/yy).

to ____/____/____ (dd/mm/yy).

Date ____/____/____

Signature and stamp of the host institution:

To be sent to:
FUCE, laurence.vieslet@unamur.be



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FUCE SCHOLARSHIP MOBILITY PROGRAMME GENERAL CONDITIONS 2016

The European Federation of Catholic Universities (FUCE) is launching its mobility programme addressed exclusively to students registered at

- Lebanese universities
- Ukrainian universities
- Pontifical universities from Vatican

which are members of FUCE.

Conditions

1. Number of scholarships: 30 months per year
2. Duration of the stay: between 4 and 10 months.
3. Amount: monthly stipend of 600€ to cover the cost of living and travel expenses.
4. The student remains enrolled in the sending institution and will be considered as a student in mobility (like an ERASMUS student) by the host university (that means : no fee, access to libraries, ...).
5. The sending institution will have to award full recognition of the studies done by the student at the host institution.
6. Host universities: FUCE universities.
7. Successful candidates will only be able to enjoy once of this scholarship programme.

Requirements

Applicants must:

1. Be students at Lebanon or Ukraine FUCE universities or at Pontifical Universities of Vatican members of FUCE and be registered at an undergraduate or postgraduate programme.
2. For students at Lebanon or Ukraine FUCE universities, be nationals of Lebanon or Ukraine.
3. In the case of undergraduates, to have successfully passed the first year of their degree.
4. Have a good academic record.
5. Have a good command of the language of instruction of the courses to be followed.
6. Not have already received or be currently receiving any other financial mobility grant.
7. Be able to show that they possess the personal qualities to benefit from their mobility grant and use it to succeed in their chosen career.

Documents

Applicants must handle in the following documents at their own university:

1. Student application form.
2. Copy (first side –reverse) of the identity card or passport.
3. Certified copy of the different academic records.
4. A certificate giving evidence of their registration in their university of origin.
5. Proof of the good command of the language of instruction of the courses to be followed, at a minimum level of B2 of the Common European Framework of Reference for Languages.

6. A 200 word statement about themselves with details of their educational objectives, their professional goals and aspirations and how they think that this mobility grant will help them to achieve their goals.
7. Letter of reference. This must be from a member of staff from the home university of the applicant who has supervised him/her academically – i.e. a lecturer, tutor or supervisor.
8. FUCE learning agreement. → this agreement has to be completed and approved by both institutions (sending and hosting); **in order that hosting institutions have enough time to examine thoroughly the students' files, an intermediate dead-line is fixed on March, 4, 2016.**
9. Letter of acceptance of the host University.

Selection process

1. The sending university will collect all the documentation from the applicants and will short-list the appropriate candidates.
2. Application will be prioritized by:
 - 2.1. Academic records.
 - 2.2. Good command of the language of instruction of the courses to be followed.
 - 2.3. Word statement about the candidate's motivation to do the mobility.
 - 2.4. Financial resources of the candidate.
3. Short-listed candidates can be invited for an interview to be held at the sending university.
4. Preference will go towards applicants who have not previously studied outside their home country.
5. **Sending universities send the files of the (maximum) 3 pre-selected candidates to the FUCE secretary* by April 15, 2016 at the latest.**
6. The selection of the beneficiaries of the scholarship is made by the Council of FUCE during its meeting in May.
7. The President of FUCE informs the rectors of sending and hosting institutions of the successful candidates. The sending institutions inform the candidates.
8. FUCE send the funds to the sending institution which is charged to pay the student.
9. After the mobility stay, the sending institution sends to the President of FUCE a report which contains
 - 9.1. Academic records
 - 9.2. The FUCE study report completed by the student (see form in annex).

* laurence.vieslet@unamur.be; Laurence Vieslet, Université de Namur, rue de Bruxelles 61, B-5000 Namur, BELGIUM; tel : +32 81 72 40 09 ;



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**FUCE SCHOLARSHIP MOBILITY PROGRAMME
JOINING CERTIFICATE**

Host institution

Mr/Ms _____

Function _____

University _____

Certifies that:

Mr/Ms _____

with passport number _____

has joined our institution on ____/____/____ (dd/mm/yy).

Date: ____/____/____

Signature and stamp of the host institution:

To be sent to:
FUCE, laurence.vieslet@unamur.be

Student's signature

.....
.....

Date:

SENDING INSTITUTION

We confirm that the proposed programme of study/learning agreement is approved.

Departmental coordinator's signature

Institutional coordinator's signature

.....

.....

Date:

.....

Date:

RECEIVING INSTITUTION

We confirm that this proposed programme of study/learning agreement is approved.

Departmental coordinator's signature

Institutional coordinator's signature

.....

.....

Date:

.....

Date:

Name of student:

.....

Sending institution:

..... Country:

.....

CHANGES TO ORIGINAL PROPOSED STUDY PROGRAMME/LEARNING AGREEMENT

(to be filled in ONLY if appropriate)

Course unit code (if any) and page no. of the information package	Course unit title (as indicated in the information package)	Deleted course unit	Added course unit	Number of ECTS credits
.....	<input type="checkbox"/>	<input type="checkbox"/>
.....	<input type="checkbox"/>	<input type="checkbox"/>
.....	<input type="checkbox"/>	<input type="checkbox"/>
.....	<input type="checkbox"/>	<input type="checkbox"/>
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.....	<input type="checkbox"/>	<input type="checkbox"/>
.....	<input type="checkbox"/>	<input type="checkbox"/>

if necessary, continue this list on a separate sheet

Student's signature
..... Date:

SENDING INSTITUTION

We confirm that the above-listed changes to the initially agreed programme of study/learning agreement are approved.

Departmental coordinator's signature
.....
Date:

Institutional coordinator's signature
.....
Date:

RECEIVING INSTITUTION

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Departmental coordinator's signature

Institutional coordinator's signature

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Date:

Date:

Student's signature

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Departmental coordinator's signature

Institutional coordinator's signature

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Date:

.....

Date:

Name of student:

.....

Sending institution:

..... Country:

.....

CHANGES TO ORIGINAL PROPOSED STUDY PROGRAMME/LEARNING AGREEMENT

(to be filled in ONLY if appropriate)

Course unit code (if any) and page no. of the information package	Course unit title (as indicated in the information package)	Deleted course unit	Added course unit	Number of ECTS credits
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if necessary, continue this list on a separate sheet

Student's signature
 Date:

SENDING INSTITUTION

We confirm that the above-listed changes to the initially agreed programme of study/learning agreement are approved.

Departmental coordinator's signature Institutional coordinator's signature

.....

Date: Date:

RECEIVING INSTITUTION

We confirm by the above-listed changes to the initially agreed programme of study/learning agreement are approved.

Departmental coordinator's signature

Institutional coordinator's signature

.....
.....

.....
.....

Date:

Date:



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**FUCE SCHOLARSHIP MOBILITY PROGRAMME
STUDENT APPLICATION FORM**

ACADEMIC YEAR 20...../20.....

FIELD OF STUDY:

(please refer to Subject Area Codes in Annex)

SENDING INSTITUTION

Name of the University:

Contact person:

Full address:

Tel: Fax: e-mail.....

STUDENT'S PERSONAL DATA

Family name:

First name:
.....

Sex:

Date of birth:

Place and country of Birth:

Nationality:

Current address:
.....
.....
.....

Tel.:

e-mail:.....

Contact person in case of emergency :

LANGUAGE COMPETENCE

Mother tongue: Language of instruction at home institution (if different):						
Language of instruction of the host university:						
Other languages	I am currently studying this language		I have sufficient knowledge to follow lectures		I would have sufficient knowledge to follow lectures if I had some extra preparation	
	yes	no	yes	no	yes	no
.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PREVIOUS AND CURRENT STUDY

Degree for which you are currently studying:	
Cycle for which you are currently studying :	
Number of higher education study years prior to departure abroad:	
Have you already been studying abroad? Yes <input type="checkbox"/> No <input type="checkbox"/>	
If Yes, when? At which institution?	
<p>The attached <u>Transcript of records</u> includes full details of previous and current higher education studies. Details not known at the time of application will be provided at a later stage.</p>	

Please write a 200 word statement about yourself with details of your educational objectives, your professional goals and aspirations and how you think a Mobility Scholarship would help you achieve your goals.



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FUCE SCHOLARSHIP MOBILITY PROGRAMME FINAL REPORT FORM

Narrative final report from the returning student from a study period to the home higher education institution

This report on your experiences will provide the FUCE programme with valuable information which will benefit both future students and contribute to the continued improvement of the FUCE Scholarship Mobility Programme. We are grateful for your co-operation in filling out the questionnaire. Please return this report in an electronic format to your home institution at the end of your study period abroad.

1. Identification of the student

Your name (family, given):

Your gender: M/F

Your home higher education institution, city, country:

Subject area of your degree/major:

Your email address:

I agree that my email address may be later used to contact me: Yes/ No

2. Study period and motivation

Dates of study period abroad: dd/mm/20yy - dd/mm/20yy

In which year/at which level where you during your study abroad:

Bachelors 1-2-3/Masters 1-2/Doctoral/Other

Do you consider the study period/duration to have been:

Too short - too long - just right

Which were the factors which motivated you to go abroad?

Academic Yes / No

Live in a foreign country Yes / No

Practice a foreign language Yes / No

Career plans/enhance future employment prospects Yes / No

European experience Yes / No

Other (please specify):

3. Academic quality

How do you evaluate the quality of the professors and other teachers at your host institution?

scale 1-5: 1=poor/negative, 5=excellent

1 - 2 - 3 - 4 - 5

How do you evaluate the quality of the courses you took and study material you received at your host institution?

scale 1-5: 1=poor/negative, 5=excellent

1 - 2 - 3 - 4 - 5

4. Information and support

How did you get information about the study programme of the host institution?

Home institution - Host institution – Other students- Former participants- Internet - Other
(please specify): ...

How useful was this information?

scale 1-5: 1=poor/negative, 5=excellent

1 – 2 – 3 – 4 – 5

On your arrival at the host institution, were you offered:

A welcome event - An information session - An orientation programme – A language module/course

How do you consider your degree of integration with local students in the host institution?

scale 1-5: 1=poor/negative, 5=excellent

1 – 2 – 3 – 4 – 5

5. Infrastructure

Access to libraries, study materials:

scale 1-5: 1=poor/negative, 5=excellent

1 – 2 – 3 – 4 – 5

Access to PC and e-mail in host institution:

scale 1-5: 1=poor/negative, 5=excellent

1 – 2 – 3 – 4 – 5

Access to other infrastructures (please specify)

scale 1-5: 1=poor/negative, 5=excellent

1 – 2 – 3 – 4 – 5

6. Linguistic preparation

Language(s) of instruction in the host institution:

Was language preparation provided?

Yes / No

If Yes, who organised the language course(s)?

Home institution

Yes / No

Host institution

Yes / No

Other (please specify):

Duration of language training

Total number of weeks:

Hours per week:

How would you rate your competency in the language of your host country?

Before the mobility study period:

scale 1-5: 1= no knowledge, 5= very good

1 – 2 – 3 – 4 – 5

After the mobility study period:

scale 1-5: 1= no knowledge, 5= very good

1 – 2 – 3 – 4 – 5

Were the courses you took at least partially taught in English?

Yes / No

7. Academic recognition

Did you and your home and host institution sign a Learning Agreement prior to the commencement of your study period?

Yes - No - Yes, but after the beginning of my stay

Did you sit exams?

Yes / No

Was ECTS used?

Yes - No - partially

Will you gain academic recognition for your study period abroad?

Yes - No - partially

Will you get credits for completing language courses?

Yes / No

8. Costs

Average costs per month during your period abroad (EUR):

To what extent did the FUCE grant cover your needs?

scale 1-5: 1=not at all, 5=fully

1 – 2 – 3 – 4 – 5

When did you receive your FUCE grant (multiple answers are possible)?

Prior to your stay – at the beginning of your stay – in the middle of your stay – at the end of your stay – after your stay

Did you have other sources of funding?

State grant Yes / No

State loan Yes / No

Private grant(s) Yes / No

Private loan Yes / No

Family Yes / No

Own savings Yes / No

Other sources (please specify):

Amount of the other sources in total per month (EUR):

How much more did you spend abroad compared to what you normally spend in the country of your home institution?

Extra amount per month (EUR):

Did you have to pay any kind of fees in host institution?

Yes / No

If yes, please state the type and amount (EUR) paid:

9. Your personal experience – overall evaluation of Erasmus study period

Judgement of academic outcome of the mobility period:

scale 1-5: 1=poor/negative, 5=excellent

1 – 2 – 3 – 4 – 5

Judgement of personal outcome of the mobility period:

scale 1-5: 1=poor/negative, 5=excellent

General judgement: 1 – 2 – 3 – 4 – 5

Intercultural skills: 1 – 2 – 3 – 4 – 5

Linguistic skills: 1 – 2 – 3 – 4 – 5

Self-reliance: 1 – 2 – 3 – 4 – 5

Independence: 1 – 2 – 3 – 4 – 5

Self-awareness: 1 – 2 – 3 – 4 – 5

Did you encounter any serious problems during the mobility period?

Yes / No

If yes, please specify:

Which aspects of the mobility period did you particularly appreciate?

Academic Yes / No

Cultural Yes / No

Live in a foreign country Yes / No

Practice a foreign language Yes / No

Friends living abroad Yes / No

Career plans/enhance future employment prospects Yes / No

European experience Yes / No

Be independent/self-reliant Yes / No

Other (please specify):

Recommendations to other students concerning information, application procedures etc.:

How do you feel the mobility scheme can be improved (information, application procedures etc.)?

ALLEMAGNE

Katholische Universität Eichstätt

BELGIQUE

Institut Supérieur Gramme

Université Saint-Louis Bruxelles

Université Catholique de Louvain

Université de Namur

Universitair Centrum Sint-Ignatius Antwerpen

ESPAGNE

Universitat Ramón Llull

Universidad de Deusto

Universidad Pontificia Comillas

Universidad San Pablo CEU

Universidad Cardenal Herrera CEU

Universidad Pontificia de Salamanca

Universidad Católica de Valencia "San Vicente Martir"

FRANCE

Université Catholique de l'Ouest

Université Catholique de Lyon

Institut Catholique de Paris

Institut Catholique de Toulouse

HONGRIE

Pázmány Péter Catholic University

IRLANDE

St Patrick's College of Maynooth

ITALIE

Università Cattolica del Sacro Cuore

Pontificia Università San Tommaso d'Aquino

Pontificia Università Gregoriana

Pontificia Università Lateranense

Pontificia Università Urbaniana

Pontificia Universitas "Antonianum"

Pontificio Ateneo Sant Anselmo

Università Pontificia Salesiana

Pontificio Istituto Biblico

Libera Università "Maria SS. Assunta" (LUMSA)

PAYS BAS

Radboud Universiteit Nijmegen
Tilburg University

POLOGNE

Pontifical University of John Paul II in Cracow
Catholic University of Lublin "John Paul II"
Uniwersytet Kardynała Stefana Wyszyńskiego

PORTUGAL

Universidade Católica Portuguesa

ROYAUME-UNI

St Mary's University College

SLOVAQUIE

Katholická Univerzita v Ruzomberku

SUISSE

Theologische Hochschule Chur
Université de Fribourg

5.5 Erasmus Subject Area Codes

- 01 AGRICULTURAL SCIENCES
 - 01.0 Agricultural sciences
 - 01.1 Agriculture
 - 01.2 Agricultural Economics
 - 01.3 Food Science and Technology
 - 01.4 Horticulture
 - 01.5 Fisheries
 - 01.6 Forestry
 - 01.7 Animal Husbandry
 - 01.8 Tropical/Subtropical Agriculture
 - 01.9 Others Agricultural Sciences
- 02 ARCHITECTURE, URBAN AND REGIONAL PLANNING
 - 02.0 Architecture, Urban and Regional Planning
 - 02.1 Architecture
 - 02.2 Interior Design
 - 02.3 Urban Planning
 - 02.4 Regional Planning
 - 02.5 Landscape Architecture
 - 02.6 Transport and Traffic Studies
 - 02.9 Others Architecture, Urban and Regional Planning
- 03 ART AND DESIGN
 - 03.0 Art and Design
 - 03.1 Fine Art (Painting, Sculpture, Printmaking)
 - 03.2 Music and Musicology
 - 03.3 Performing Arts
 - 03.4 Photography, Cinematography
 - 03.5 Design (Graphic Design, Industrial Design, Fashion, Textile)
 - 03.6 History of Art
 - 03.9 Others Art and Design
- 04 BUSINESS STUDIES AND MANAGEMENT SCIENCES
 - 04.0 Business Studies, Management Science
 - 04.1 Business Studies with languages
 - 04.2 Business Studies with technology
 - 04.3 Accountancy, Financial Management
 - 04.4 Tourism, Catering, Hotel Management
 - 04.5 Industrial Relations and Personnel Management
 - 04.6 Secretarial Studies
 - 04.7 Marketing and Sales Management
 - 04.9 Others Business Studies, Management Science
- 05 EDUCATION, TEACHER TRAINING
 - 05.0 Education, Teacher Training
 - 05.1 Teacher Training
 - 05.2 Primary Education
 - 05.3 Secondary Education
 - 05.4 Vocational and Technical Education
 - 05.5 Adult Education
 - 05.6 Special Education
 - 05.7 Educational Science, Comparative Education
 - 05.8 Educational Psychology
 - 05.9 Others Education, Teacher Training
- 06 ENGINEERING, TECHNOLOGY
 - 06.0 Engineering, Technology
 - 06.1 Mechanical Engineering
 - 06.2 Electrical Engineering
 - 06.3 Chemical Engineering
 - 06.4 Civil Engineering
 - 06.5 Electronic Engineering, Telecommunications
 - 06.6 Manufacturing Sciences (including CAD, CAM, CAE)
 - 06.7 Materials Science
 - 06.8 Aeronautical Engineering
 - 06.9 Others Engineering, Technology
- 07 GEOGRAPHY, GEOLOGY
 - 07.0 Geography, Geology
 - 07.1 Geography
 - 07.2 Environmental Sciences, Ecology
 - 07.3 Geology
 - 07.4 Soil and Water Sciences
 - 07.6 Geodesy, Cartography, Remote Sensing
 - 07.7 Meteorology
 - 07.9 Others Geography, Geology
- 08 HUMANITIES
 - 08.0 Humanities
 - 08.1 Philosophy
 - 08.2 Theology
 - 08.3 History
 - 08.4 Archaeology
 - 08.9 Others Humanities
- 09 LANGUAGES AND PHILOLOGICAL SCIENCES
 - 09.0 Languages and Philological Sciences
 - 09.1 Modern EC Languages
 - 09.2 General and comparative literature
 - 09.3 Linguistics
 - 09.4 Translation, Interpretation
 - 09.5 Classical Philology
 - 09.6 Non-EC Languages
 - 09.8 Less Widely Taught Languages
 - 09.9 Others Languages and Philological Sciences
- 10 LAW
 - 10.0 Law
 - 10.1 Comparative Law, Law with Languages
 - 10.2 International Law
 - 10.3 Civil Law
 - 10.4 Criminal Law, Criminology
 - 10.5 Constitutional /Public Law
 - 10.6 Public Administration
 - 10.7 European Community/EU Law
 - 10.9 Others Law
- 11 MATHEMATICS, INFORMATICS
 - 11.0 Mathematics, Informatics
 - 11.1 Mathematics
 - 11.2 Statistics
 - 11.3 Informatics, Computer Science
 - 11.4 Artificial Intelligence
 - 11.5 Actuarial Science
 - 11.9 Others Mathematics, Informatics
- 12 MEDICAL SCIENCES
 - 12.0 Medical Sciences
 - 12.1 Medicine
 - 12.2 Psychiatry and Clinical Psychology
 - 12.3 Dentistry
 - 12.4 Veterinary Medicine
 - 12.5 Pharmacy
 - 12.6 Nursing, Midwifery, Physiotherapy
 - 12.7 Public Health
 - 12.8 Medical Technology
 - 12.9 Others Medical Sciences
- 13 NATURAL SCIENCES
 - 13.0 Natural Sciences
 - 13.1 Biology
 - 13.2 Physics
 - 13.3 Chemistry
 - 13.4 Microbiology, Biotechnology
 - 13.5 Nuclear and High Energy Physics
 - 13.6 Biochemistry
 - 13.7 Astronomy, Astrophysics
 - 13.8 Oceanography
 - 13.9 Others Natural Sciences
- 14 SOCIAL SCIENCES
 - 14.0 Social Sciences
 - 14.1 Political Science
 - 14.2 Sociology
 - 14.3 Economics
 - 14.4 Psychology and Behavioural Sciences
 - 14.5 Social Work
 - 14.6 International Relations, European Studies, Area Studies
 - 14.7 Anthropology
 - 14.8 Development Studies
 - 14.9 Others Social Sciences

15 COMMUNICATION AND INFORMATION SCIENCES

15.0 Communication and Information Sciences

15.1 Journalism

15.2 Radio/TV Broadcasting

15.3 Public Relations, Publicity, Advertising

15.4 Library Science

15.5 Documentation, Archiving

15.6 Museum Studies, Conservation

15.9 Others Communication and Information Sciences

16 OTHER AREAS OF STUDY

16.0 Other Areas of Study

16.1 Physical Education, Sport Science

16.2 Leisure Studies

16.3 Home Economics, Nutrition

16.4 Nautical Science, Navigation

16.9 Others in Other Areas of Study