



INTERNATIONAL CREDIT MOBILITY AT UOB

BY

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AMMAN - JORDAN



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UNIVERSITY OF BALAMAND (UOB)

- The University of Balamand is a Lebanese, private, non profit institution for higher education. It was founded in 1988, on a hill in north Lebanon, adjacent to the monastery of our lady of Balamand. One of the meanings attributed to the word “Balamand” is “belle monte” (beautiful hill)
- Main campus: 500,000 m² ; in addition to 4 branch campuses all over Lebanon.



UNIVERSITY OF BALAMAND (UOB)

- **UOB follows the American System of Education; It has 9 faculties and 1 Institute of theology.**
- **UOB has three specialized research institutes: Institute of History, Archaeology and Near Eastern Studies (IOHANES), Institute of Environment (IOE) and Balamand Institute of Aeronautics (BAI).**
- **UOB is institutionally accredited without conditions by ACQUIN: the Accreditation, Certification, and Quality Assurance Institute.**



UNIVERSITY OF BALAMAND (UOB)

- **5,700** STUDENTS CURRENTLY ENROLLED
- **19,746** GRADUATES SINCE 1988
- **373** FT FACULTY MEMBERS
- **149** FT MEDICAL FACULTY MEMBERS
- **354** FT EQUIVALENT (PART TIMERS)
- **333** STAFF MEMBERS



UNIVERSITY OF BALAMAND (UOB)

The office that handles the international affairs deals with a variety of responsibilities. What is related to EU projects started many years ago:

- Professors prepare an EU project proposal and submit it to the office for approval.
- Till last year, our role, as staff, was limited to providing administrative support (documents required, keeping data, filing, etc...)

In 2016, UOB participated in the EuNIT project that aims at setting up a unit to take care of EU projects (preparation, management, etc..).

Since 2017 we took part in different trainings to achieve this goal.

UNIVERSITY OF BALAMAND (UOB)

UOB has been involved in projects within FP6, FP7, Tempus, Erasmus, Erasmus Mundus, Erasmus+, EraNetMED as shown in the table below:

<i>EU Projects at UOB - July 2019</i>				
<i>Program</i>	<i>Project Title (Acronym)</i>	<i>Main Beneficiary Organization</i>	<i>Starting Date</i>	<i>Ending Date</i>
ENI	Recovery of affected marine ecosystems & development of marine & coastal biodiversity	University of Balamand	01-Sep-18	2020
Erasmus+	European project design and management In the South MediTerranean region (EuNIT)	Université d'Aix Marseille - FR	15-Oct-16	2019
Erasmus+	Programme Evaluation for Transparency and Recognition of Skills and Qualifications (TLQAA+)	University of Balamand	15-Oct-16	2019
Eranetmed	Solar Assisted Catalytic Reforming: An Hybrid Process To Transform Municipal Waste Into Energy (SOL-Care)	Centre Nationale de la Recherche Scientifique - FR	01-Apr-16	2019
Erasmus+	Professional Standards Framework for Excellence in Teaching and Learning in Lebanese Universities (E-TALEB)	Université Saint-Esprit de Kaslik	15-Nov-15	2018
Erasmus+	Gas and Oil Processing, a European Lebanese Cooperation (GOPELC)	Universitatea Petrol Si Gaze Ploiesti - RO	15-Oct-15	2018
ENPI	Sustainable Action for Bioenergy Production in Koura (SABIOP)	Environmental and Energy Economics Program	2015	2018
ENPI	Forestry actions in Lebanon / Assessing Reforestation and Forest Development Activities in partnership with local communities (ARDAC)	Land and Natural Resources Program	2014	2018

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<i>Program</i>	<i>Project Title (Acronym)</i>	<i>Main Beneficiary Organization</i>	<i>Starting Date</i>	<i>Ending Date</i>
ENPI	Services d'assistance technique et de formation dans le domaine des statistiques de pêche et d'aquaculture-Algérie	University of Balamand	2017	2018
Erasmus Mundus	Development of a Higher Education and Research Area between Europe and the Middle East (HERMES)	Aix-Marseille University - FR	01-Sep-14	2017
NEAR-TS	Enhancing food security and agricultural livelihoods in crisis-affected areas of Akkar	University of Balamand - Institute of the Environment	2016	2017
Tempus	Apprentissage à Distance et innovation pédagogique (ADIP)	Agence Universitaire de la Francophonie - Bureau Moyen-Orient	01-Dec-13	2016
Tempus	Tuning Middle East and North Africa (T-MEDA)	University of Deusto - ES	01-Dec-13	2016
Tempus	European-Mediterranean Post graduate Program on Organ Donation and Transplantation (EMPODAT)	Universitat de Barcelona - ES	01-Dec-13	2015
Tempus	Innovation and development of academics-Industry Partnerships Through Efficient Research Administration in Lebanon (IDEAL)	American University of Beirut	15-Oct-12	2015

UNIVERSITY OF BALAMAND (UOB)

- Moreover, UOB has applied to and participated in projects within CBHE, ENICBC, and PRIMA.
- As for ICM (International Credit Mobility), UOB has signed 12 IIA (Inter-Institutional Agreements) as follows:

UNIVERSITY OF BALAMAND (UOB)

<u>University</u>	<u>Country</u>
Cyprus University of Technology	Cyprus
University of Cyprus	Cyprus
University of Oulu	Finland
Université Paris-Sud	France
Freie Universität Berlin	Germany
Friedrich-Alexander-Universität (FAU)	Germany
Aristotle University of Thessaloniki	Greece
University of Piraeus	Greece
Sapienza University of Rome	Italy
Universtà di Bologna	Italy
Alexandru Ioan Cuza University of Iasi	Romania
Universitat de Lleida	Spain

INTER INSTITUTIONAL AGREEMENT (IIA)

- To participate in and benefit from the ICM with funding awarded by the European Union, both institutions must sign an IIA (there is a template provided by the European Commission).
- This document contains relevant information for partners such as:
 - the duration of the mobility:
 - From 3 to 12 months for studies: Each student can benefit up to 12 months per study cycle
 - From 2 to 12 months for traineeships
 - From 5 days to 2 months for staff
 - the Contact person who will follow on the implementation of this agreement
 - the concerned Department or Program or Institute, etc..
 - the level of the mobility (Bachelor, Master, Doctorate)

INTER INSTITUTIONAL AGREEMENT (IIA)

- the number of incoming and outgoing mobilities
 - the language of instruction / teaching
 - important links and information about each institution (application procedure, application periods, deadlines, available courses, housing, etc.)
-
- IIA should be signed by both universities (Legal Representative, provost, vice president...)

INTERNATIONAL CREDIT MOBILITY (ICM)

Referring to the Erasmus+ International Credit Mobility Handbook for Participating Organisations , Version 3.0 – December 2018 , the following tables indicate the individuals monthly grants and their travel allowance:

INTERNATIONAL CREDIT MOBILITY (ICM)

- **Grant Breakdown**

Moblity To	Student monthly rate (2018-2020)	Staff daily rate (2018-2020)
Denmark, Finland, Iceland, Ireland, Liechtenstein, Luxembourg, Norway, Sweden, United Kingdom	€ 900	€ 180
Austria, Belgium, Cyprus, France, Germany, Greece, Italy, Malta, Netherlands, Portugal, Spain	€ 850	€ 160
Bulgaria, Croatia, Czech Republic, Estonia, the former Yugoslav Republic of Macedonia, Hungary, Latvia, Lithuania, Poland, Romania, Serbia,	€ 800	€ 140
All Partner Countries	€ 700	€ 180

INTERNATIONAL CREDIT MOBILITY (ICM)

- Travel Allowance

Travel distances	Amount
Between 10 and 99 KM	€20 per participant
Between 100 and 499 KM	€ 180 per participant
Between 500 and 1999 KM	€ 275 per participant
Between 2000 and 2999 KM	€ 360 per participant
Between 3000 and 3999 KM	€ 530 per participant
Between 4000 and 7999 KM	€ 820 per participant
8000 KM or more	€ 1,500 per participant

ICM AT UOB

- UOB encourages engagement in ICM because it:
 - offers better knowledge of higher education in other regions
 - increases the university visibility
 - facilitates exchange of knowledge, ideas, contacts
 - improves linguistic skills, intercultural experience
 - contributes in improving quality of teaching and learning

ICM AT UOB

- UOB practice in running ICM:
 - UOB publishes available calls on the university website, and through emails, social media and printing materials to all students and staff.

ICM AT UOB – SOCIAL MEDIA



The image is a composite of two parts. On the left is a white promotional poster for the University of Oulu. It features the text "FALL SEMESTER 2018 at the University of OULU (FINLAND)" in blue and black, and "APPLY NOW!" at the bottom with a downward arrow icon. On the right is a screenshot of a Facebook post from the "University of Balamand - UOB" page, dated March 14. The post text reads: "Have you always wanted to spend a semester abroad? Now is your chance! Apply for Fall 2018 at the University of Oulu in Finland and pursue your Master in Chemistry, Chemical Engineering and Processes. For more information, contact us on european.projects@balamand.edu.lb #University_of_Balamand #Balamand #UOB #البلمند_جامعة_البلمند #Finland". The post shows 30 likes, 5 shares, and 3 comments. One comment from Christina Romanos says: "That's like the worst time of the year for someone to be in Oulu or in Finland anywhere 😂 I feel sorry for whoever's going Moussa Gergi". The Facebook interface includes icons for Like, Comment, Share, and a comment input field at the bottom.

Facebook Post: Announcement: University of OULU

ICM AT UOB WEBSITE / EMAIL ANNOUNCEMENT



Announcement



In the framework of the ERASMUS+ International Credit Mobility between the University of Balamand and the University of Piraeus (Greece), a call is announced. The call is for staff who are interested in performing a mobility for teaching or Training in the following fields: Economics, Business Administration, Management, Banking, Finance, statistics and Insurance Science. In this context, the staff will spend during the Fall semester 2018 a maximum of 7 days at the University of Piraeus (Greece) teaching for 5 days i.e. 8 hours per week (for teaching staff) or performing a training mobility.

The scholarship will cover a monthly allowance of 120.00 Euros per day and a contribution of 275.00 Euros for the purchase of an airplane ticket.

The interested staff are asked to contact the

european.projects@balamand.edu.lb

in order to initiate the process, to receive the needed instructions and prepare the necessary documents. Applications, along with the CVs (Europass format) will be submitted to the Office of European Projects. The selection criteria, as per conditions stipulated in the preliminary teaching agreement, include: Academic Quality, teaching plan, language proficiency and previous mobility experience.

Deadline for application submission: 22 May 2018

For more information, please contact us at: european.projects@balamand.edu.lb

ICM AT UOB PRINTING MATERIAL



International Credit Mobility (ICM)

Want to spend Fall 2018 in Greece?

Hurry up and apply to get a grant through
Erasmus+

to the
University of Piraeus, Greece

Master & PhD Students

Choose your courses from the following
fields:

*Economics, Business Administration, Management,
Banking, Finance, statistics and Insurance Science*

Contact us on: european.projects@balamand.edu.lb

Deadline : May 22, 2018



ICM AT UOB

- UOB developed:
 - Brochures to disseminate ICM information to UOB community
 - DATABASE to manage the agreements metadata
 - 3 ICM guidebooks for:
 - outgoing students / staff from UOB to partner universities
 - incoming students from partner universities to UOB
 - incoming staff (teaching / training) from partner universities to UOB

ICM AT UOB - BROCHURES



UNIVERSITY OF
BALAMAND

EUROPEAN PROJECTS UNIT (EPU)
ICM



INTRODUCTION

In the Framework of the EPU, one objective is to raise the awareness of the UOB community about the European Projects that were offered so that the faculties, staff and interested personnel can respond efficiently and effectively to these proposals, initiatives and programs. One aspect involves the International Credit Mobility (ICM) Program which is an Erasmus+ key action1: Learning Mobility. This action includes: students/ staff mobility and Student degree Mobility.

In the above framework, the Erasmus+ ICM program provides the opportunity to set up "two ways" mobility agreements between European Universities (universities in program countries) and Universities in Partner Countries. It allows the student from Higher Education Institution (HEI) in a partner country to perform a mobility (Education or Traineeship) for a period of time at a host university in a program country and vice-versa.

BENEFITS

The Erasmus+ ICM program promotes the student and staff mobility. The program will help the involved universities to modernize their educational systems in order to attract more students from abroad, become more internationalized and increase their visibility at the local, regional and international levels. It will also provide an opportunity to exchange information, ideas, teaching methods, learning methods, good

ERASMUS+ KEY ACTION 1: STUDENT MOBILITY

practices between various colleagues. Thus, universities. Also, new cooperation could be forged and universities could achieve academic quality. The students will be exposed to the international dimension of education, a crucial aspect for the job market and their competitiveness in today's world. It provides more professional and personal development to succeed in today's world.

Under Erasmus+ the ICM program, students

- Study abroad for a period of 3 to 12 months
- Perform a traineeship for a period of 2 to 12 months
- Perform a combination between study and traineeship
- Perform a traineeship starting the first year of study
- Perform a traineeship after his/her graduation within one year.
- Participate starting from his/her second year
- Perform a mobility at all Academic levels: BS, MS and PhD
- Are granted a monthly subsistence depending on the host country
- Are provided with a contribution for travel depending on the travelled distance
- Perform a mobility in all disciplines and fields
- May receive extra funds if the students are with special needs/ disadvantage backgrounds and/or living in remote areas
- Pay no fees at the host HEI

ERASMUS+ KEY ACTION 1: STAFF MOBILITY

Under the ICM program, the staff

- Perform a teaching mobility (Academic staff)
- Perform a Training mobility (Academic/Administrative staff)
- Perform training in a business or in a HEI
- Improve his/her professional/personal development
- Receive a daily subsistence grant (the per-diem depends on the host country)
- Receive a contribution for his/her travel (the amount depends on the travelled distance).
- Perform a mobility for a period of 5 days to two months
- Teach at least eight hours during the mobility (Academic)

Besides, the staff exchange will play a role in the modernization of the HEI/ Universities, forging new cooperation, exposing students in the host university to different teaching approaches, to different perspectives and new lectures. Similarly, the home university should validate and recognize the activities as agreed in the teaching (or training) mobility agreements by both universities.

INFORMATION

For any additional information concerning the Erasmus+ International Credit Mobility, please contact the EPU at provoffice@balamand.edu.lb

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ICM AT UOB - DATABASE

Universities Information		Mobilities	
University ID	11	ID	43
University	Friedrich-Alexander-Universitat (FAU)	University ID	11
Country	Germany	Executed	<input checked="" type="checkbox"/>
Academic Year	2017-2019	Incoming Student	
Available Incoming Students Mobility	3	From	
Available Outgoing Students Mobility	3	Till	
Available Incoming Teaching Mobility	1	Outgoing Student	
Available Outgoing Teaching Mobility	4	From	
Available Incoming Non Teaching Mobility	1	Till	
Available Outgoing Non Teaching Mobility	1	Incoming Teacher	
Contact Person (UOB)	ABCHE Antoine	From	
Spring Applications Deadline	15-Nov-17	Till	
Fall Applications Deadline	15-May-18	Outgoing Teacher	
Notes	Till 31/7/2019	From	
		Till	
		Incoming Staff	
		From	
		Till	
		Outgoing Staff	FIANI Jihane
		From	14-May-18
		Till	18-May-18
		Agreement	
		Notes	Staff Week

ICM AT UOB - GUIDEBOOKS

Once the Inter-Institutional Agreement (IIA) between UOB and the European University is signed, the following procedures are to be applied:

- **For outgoing students/staff from UOB to partner universities**
 - Dissemination of the call specifying deadlines and conditions
 - Receiving students/staff applications with all needed documents:
 - i) Language proficiency (applicable for students)
 - ii) Transcript (applicable for students)
 - iii) Previous degrees, if any (applicable for students)
 - iv) CV – in the Europass format as given on this link: <https://europass.cedefop.europa.eu/editors/en/cv/compose>
 - v) The preliminary learning/teaching agreement (to be provided by the UOB Office or downloaded from the website of the host university)
 - vi) The approval of the Dean of the relevant Faculty (for students to secure the validity of course(s) equivalency)
 - vii) A letter explaining his/her motivation

ICM AT UOB - GUIDEBOOKS

- Preliminary selection of students/ staff :

The selection process is carried out by UOB in a fair, transparent and documented manner. The selection criteria, as per the conditions stipulated in the preliminary learning/teaching agreement, include: academic quality, transcript, language proficiency, and previous mobility experience.

- Nomination of students/ staff :

The nomination list of the selected students/staff is prepared and sent to the host institution before the given deadline with all previously listed documents.

ICM AT UOB - GUIDEBOOKS

- Final selection of students/ staff:

The host university contacts each student/staff to confirm acceptance or rejection within a period of time defined in the inter-institutional agreement between the two universities.

- After the mobility:

- Students must submit to the Office of admissions & registration at UOB an official transcript from the host university to seek the transfer of credits: Only undergraduate(graduate) courses with a grade of 70 (80) or above can be transferred .
- Staff could submit a report or organize a meeting/seminar to UOB colleagues describing his mobility experience for dissemination purposes and future potential follow up.

ICM AT UOB - GUIDEBOOKS

- **Incoming students from partner universities to UOB:**

The ICM Program allows EU students to perform their mobility at UOB. The mobility can be performed at the undergraduate, Masters, or PhD level. The type of mobility should be clearly stated in the inter-institutional agreement between UOB and the European university.

The process is as follows:

- Receive the nomination list from the partner university.
- Contact each nominated candidate and ask him/her to send needed documents as per the following:

ICM AT UOB - GUIDEBOOKS

i) The Student Learning Agreement – This Agreement mainly illustrates the courses to be taken at UOB and the courses to be validated by the sending institution.

i) CV – in Europass CV Format, which can be found at:

<https://europass.cedefop.europa.eu/documents/curriculum-vitae/templates-instructions>

iii) Transcript

iv) Previous degrees, if any

v) A letter of English proficiency

vi) A letter showing motivation

ICM AT UOB - GUIDEBOOKS

- The documents will be sent to the concerned Faculty.
- The Faculty will confirm acceptance or rejection.
- The decision is conveyed to the candidate who will proceed accordingly.
- Accepted student should attend to the following:
 - Booking ticket
 - Procuring visa
 - Arranging insurance
 - Reserving a place in university dorm or other accommodation

UOB is always ready to help incoming students as they prepare for their mobility as well as during it. The support services include visa, accommodation and insurance...

ICM AT UOB - GUIDEBOOKS

Before the student leaves UOB, he should:

- Complete the online Graduation Clearance Form
- Ask for his transcript

UOB is open to any suggestion, comment or remark the visiting student wishes to make. This will help us evaluate the quality of our efforts and the services rendered to our guests.

ICM AT UOB - GUIDEBOOKS

- **Incoming staff (teaching / training) from partner universities to UOB:**

The ICM Program allows EU academic / administrative staff to benefit from mobility at UOB, either at the teaching level or the training level. The type of the mobility is clearly stated in the inter-institutional agreement between UOB and the European university. The process is as follows:

- Receive the nomination list from the partner university.
- Contact each nominated candidate and ask him to send needed documents as per the following:

ICM AT UOB - GUIDEBOOKS

- i) The Teaching or Training Agreement – This agreement mainly illustrates the teaching or training activities to be undertaken at UOB.
- ii) CV – in Europass CV Format, which can be found at:
<https://europass.cedefop.europa.eu/documents/curriculum-vitae/templates-instructions>
- iii) A paragraph expressing his/her area of interest and expectations from his/her mobility practice. (applicable for staff training)

ICM AT UOB - GUIDEBOOKS

- Documents will be sent to the concerned Faculty.
 - The Faculty will confirm acceptance or rejection.
 - The decision is conveyed to the candidate who will proceed accordingly.
-
- UOB is ready to assist visiting staff while preparing for the mobility and during it. The support includes Visa, accommodation, insurance, ...
 - UOB benefits from any suggestion, comment or remark the visiting staff member may wish to make. This helps us evaluate the quality of our efforts and the services rendered to our guests.

ICM AT UOB - CHALLENGES

- Throughout our engagement in ICM, UOB has encountered the following challenges:
 - Visa issues (basically for non-schengen)
 - Language barrier
 - Selection of courses (credit equivalency)
 - Bank accounts- Transfer problems
 - Flexibility in reassigning a particular mobility

REFERENCES

http://ec.europa.eu/budget/mff/programmes/index_en.cfm

https://ec.europa.eu/programmes/erasmus-plus/resources/documents/erasmus-programme-guide-2019_en

<http://erasmusplus-lebanon.org/>

<http://balamand.edu.lb>

Thank You