

**Erasmus+ KA171 (partner countries)**

**Selection procedure and process of recognition for outgoing students and staff**

| French University in Armenia          |   |
|---------------------------------------|---|
| Responsible Unit                      | International Relations department                      |
| Address                               | 10/1 Davit Anhaght str., Yerevan, Armenia               |
| Email                                 | international@ufar.am                                   |
| Web address                           | <a href="https://www.ufar.am/">https://www.ufar.am/</a> |
| Regulations/Law/Rulebook for mobility | <a href="#">ERASMUS_GUIDE_UFAR_ARM_2023-2024.pdf</a>    |

I. Selection procedure

| Selection of students           |   |
|---------------------------------|---|
| Call for applications           | <ul style="list-style-type: none"> <li>• October 15-November 15/ 2<sup>nd</sup> semester</li> <li>• February 15-March 15/ 1<sup>st</sup> semester</li> </ul>  |
| Application documents           | <ul style="list-style-type: none"> <li>• CV</li> <li>• Motivation letter</li> <li>• Transcript of records</li> <li>• Language proficiency certificate</li> </ul>                                      |
| Selection criteria/Score system | <ul style="list-style-type: none"> <li>• Personal presentation- 5 points</li> <li>• Motivation – 5 points,</li> <li>• Personal project – 5 points</li> <li>• Language knowledge – 5 points</li> </ul> |
| Priority                        | GPA   |
| Selection committee             | <ul style="list-style-type: none"> <li>• Dean</li> <li>• Vice- rector</li> <li>• Director of studies</li> <li>• Head of International relations</li> </ul>  |

| Selection of staff          |  |
|-----------------------------|--|
| Call for applications       | <ul style="list-style-type: none"> <li>• June –July</li> <li>• Based on the dates of staff week or other events</li> </ul>                             |
| Commission/Responsible Unit | <ul style="list-style-type: none"> <li>• Rector</li> <li>• Dean</li> <li>• Head of International relations</li> </ul>                                  |
| Selection criteria          | <ul style="list-style-type: none"> <li>• Motivation</li> <li>• Relevance to the event (in case of staff week)</li> <li>• Language knowledge</li> </ul> |
| Priority/Restrictions       |  |
| Application documents       | CV   |

## II. Recognition procedure

| Recognition of student mobility |  |
|---------------------------------|--|
| Documents                       | Transcript of records  |
| Procedure                       | <p>In order to complete the semester, students at any level of study at UFAR must provide 30 credits, maintain the required GPA, and fulfil the requirements outlined in UFAR regulations. The same refers to students participating in Erasmus+ International Credit mobility program. Before leaving for studying abroad, students must coordinate with their dean and director of studies to select the subjects they will study at the foreign university. Selected subjects should also be reflected in the Learning Agreement. This process ensures credit transfer when the student returns to UFAR. The Director of studies is responsible for the credit recognition process.</p> |

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|  | For students participating in the international credit mobility program at non-French universities, grade recognition is implemented under the principles of Jean Moulin Lyon 3 University. |
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| Recognition of staff mobility |     |
|-------------------------------|-----|
| Documents                     | n/a |
| Procedure                     | n/a |