

European exchange

Post attribution session

March 11th, 2025

Tanya Schaetzle-Orantes



©Clara PONCE – Utrecht 2024

Institutions partenaires

797 accords permettant la mobilité

360 institutions partenaires dans 64 pays du monde entier

Destinations choisies
2025-2026
100 institutions
dans 19 pays

EUROPE*

254 institutions
dans 26 pays



*Institutions membres de Erasmus+



MONDE

106 institutions
dans 38 pays



Mobilité
estudiantine

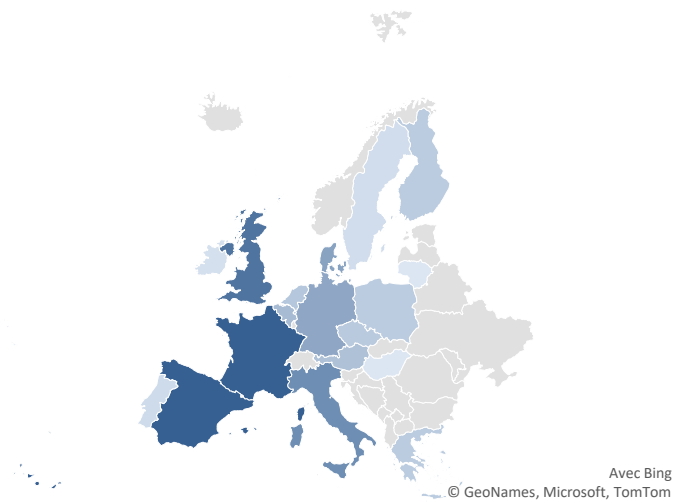
SUISSE mobilité possible dans les 9 autres universités et les 2 EPF



Places awarded (Europe)

Inscriptions sur des destinations européennes 2025-2026

314 students

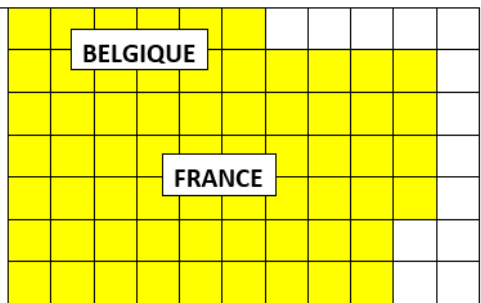
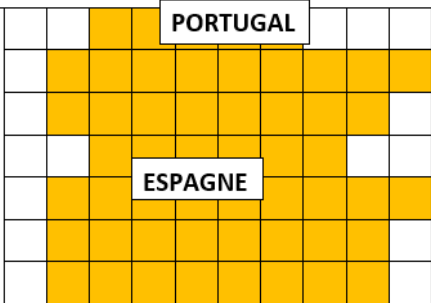
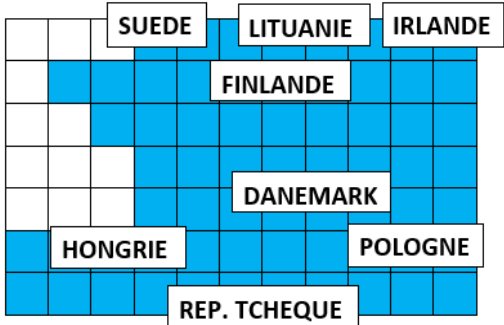
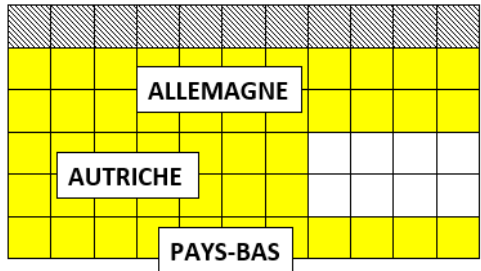
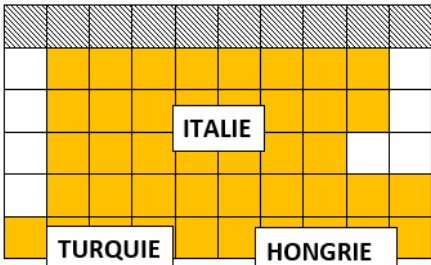
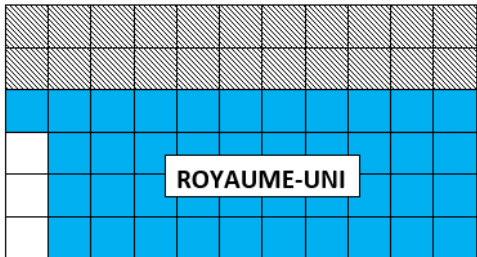


Série 1	Number of students
France	48
Espagne	48
Royaume-Uni	41
Italie	32
Danemark	25
Allemagne	23
Belgique	16
Autriche	14
Pays-Bas	12
République Tchèque	11
Pologne	10
Finlande	10
Turquie	9
Portugal	5
Suède	4
Irlande	3
Hongrie	1
Lituanie	1
Chypre	1



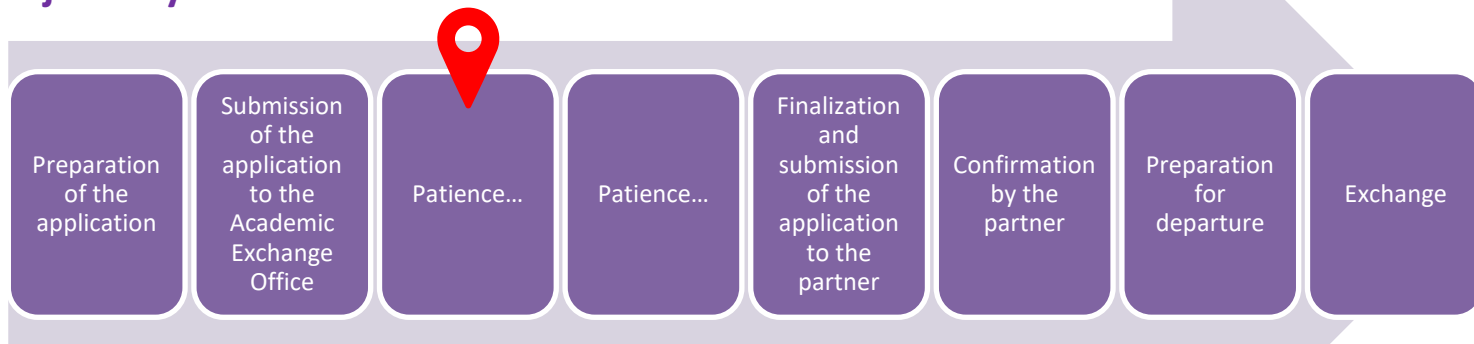
Networking at the end of the session

SCENE

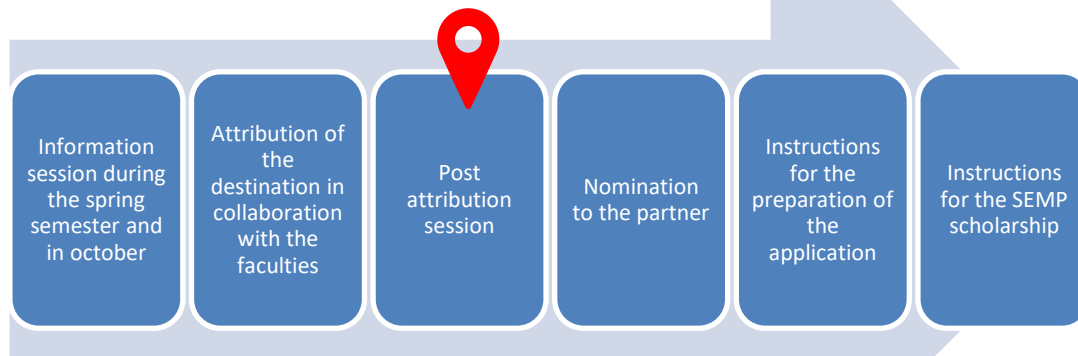




Your journey



Support from the Academic Exchange Office





Reminder of the steps

- You were informed of your exchange destination
do not contact the partner university at this stage
- We nominate you to the host university
According to the deadlines given by our partners (every university has its own deadlines!)
- You will receive instructions for preparing your final application for the host university

A change of destination is no longer possible at this stage !



Final application – online registration

- ✓ Translation of all your UNIGE transcripts (wait for my e-mail)
 - ✓ Proof of language, if required (check factsheet on Panorama)
 - ✓ Passeport (UK) or ID
 - ✓ Study plan – provisional learning agreement
 - ✓ CV and/or motivation letter if required
- ➔ Always give and use your mail @etu.unige.ch

Pending for final acceptance by your host university

Study plan - Learning Agreement

Before departure :

- Movetia study plan (will be sent to you by e-mail) :
 - Complete this study plan with the **updated courses for your semester**
 - Send it back to us, validated by your faculty, before leaving !

- This study plan is provisional. It will also need to be validated by your host university and may still be modified once you're abroad

Avoid mandatory courses during the exchange !

Academic advisors for mobility

Faculté	Conseiller-ère académique	Contact
Droit	Youmna Colin-Osta Bita Bertossa Caterina Gidari Wassmer	Conseilleres-droit@unige.ch
FPSE	Vera Kotte	Vera.Kotte@unige.ch
FTI	Olivier Demissy-Cazeilles	Olivier.Demissy@unige.ch
GSEM	Margaux Biermé	Mobility-gsem@unige.ch
GSI	Maud Preher	Maud.Preher@unige.ch
Lettres	Nicolas Fornerod	Mobilite-lettres@unige.ch
Sciences	Xavier Chillier	Conseiller-etudes-sciences@unige.ch
Sciences – Biologie	Audrey Bellier	Audrey.Bellier@unige.ch
SDS	Vanessa Rousseaux	Mobilite-etu-sds@unige.ch
SDS – Dév. Terr. + ISE	Nicole Efrancey-Dao	Nicole.Efrancey@unige.ch



Academic calendar



- Check semester start and end **dates**
- Do not miss the **welcome session** on site !
- Beware of exams dates, if semester overlaps, if you need to resit an exam

*Get in touch with your academic advisor
of your faculty to find a solution !*



Budget

Save money
!

Apply for a
scholarship !

Prepare your budget well beforehand !

- Transportation + visa fees (ETA for UK)
- Housing, rent deposit, furnitures...
- Insurances (health + repatriation)
- Local public transportation (e.g. Germany mandatory)
- Daily cost of living...etc.



SEMP scholarship

Automatically paid after reception of the documents listed on the next slide

Several packages → calculated according the duration of on-site courses :

- from 2 to 3 months, small package= 1330 CHF
- From more than 3 months to 7 months, regular package = 1900 CHF
- From more than 7 months, annual package = 3800 CHF
- **Eco-responsible travel, 100 CHF contribution**

Unless French nationality + residence in France + exchange in France

*The scholarship is paid to a Swiss bank account in your name, once you are on site.
No revolut account !*



Documents required for the SEMP scholarship

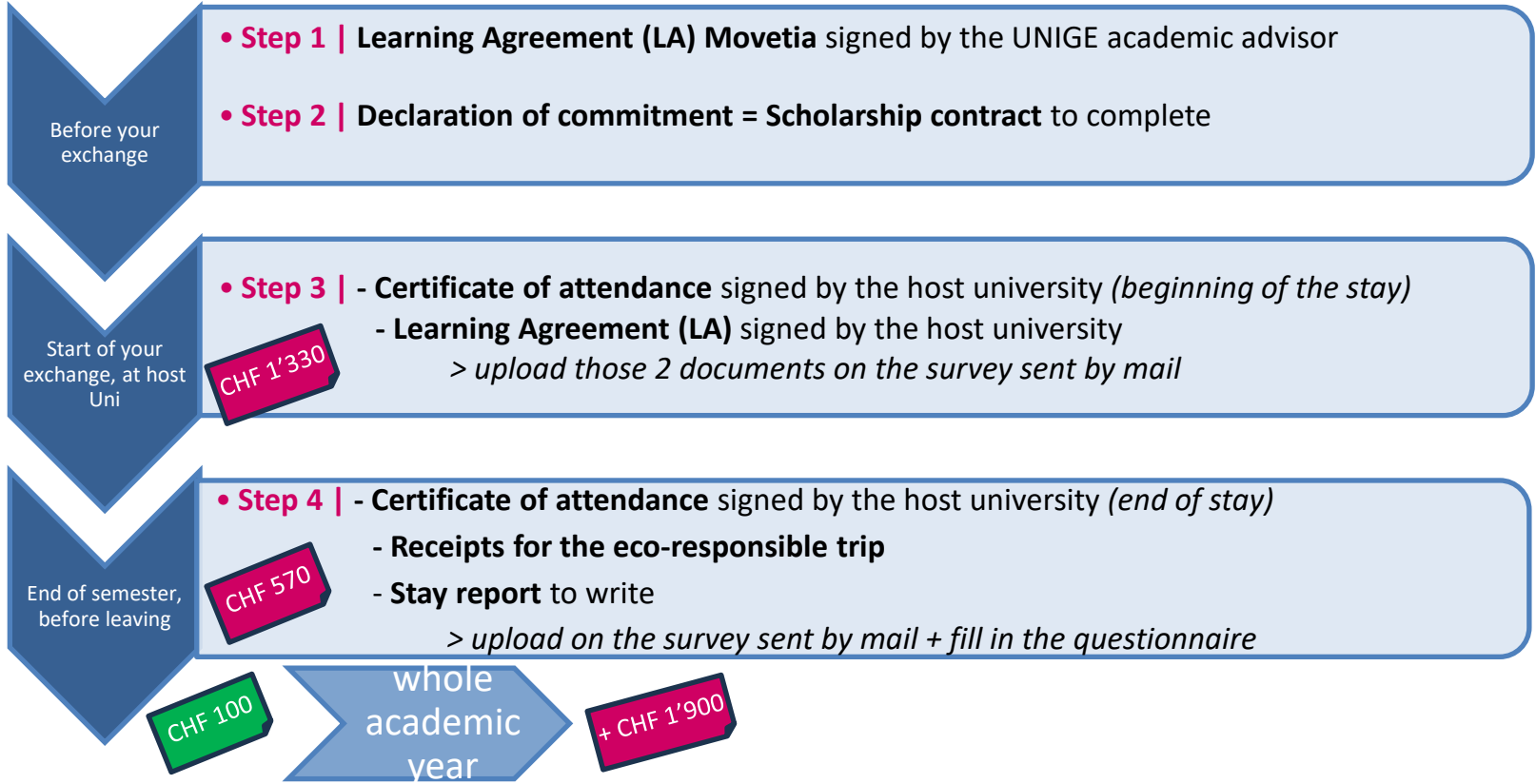
- First payment (once on-site)
 - Study plan = Learning Agreement (Movetia)
 - Declaration of commitment = scholarship contract
 - Certificate of attendance = certificate of stay (same document for arrival and departure)

- Scholarship balance (at the end of your stay)
 - Online questionnaire and report of your stay





Memo of documents – SEMP scholarship





Eco-responsible trip



*Receive a contribution of CHF 100.-
under following conditions :*

- Travel by means of transportation that produces fewer CO2 emissions than airplanes and ferries for outward & return journeys (train or carpooling)
- Keep and present proof of purchase of transport tickets (upon returning from your exchange)

Financial aid service

Complementary exchange assistance

COMPLEMENTARY EXCHANGE ASSISTANCE

Financial aid service



Complementary
exchange assistance



Guideline

Deposit deadline

- You must submit your application between 4 months and 1 month before departure
- Between August 1st and May 31 on our website



If your exchange begins between **June 30 and August 31**, you will not be able to meet the deadline and must inform the secretariat by e-mail at aides-financieres@unige.ch and submit the application online between **August 1st and 15.**

Criteria

- First Bachelor's or Master's degree
- For dependent students and students under the age of 25, the annual income of the family group must not exceed the scale shown in the guideline
- Have worked for at least 4 months in the year prior to mobility
- Have the necessary savings to cover 30% of the trip, according to our calculations

Details on the scholarship

- The amount of the scholarship is 70% of the monthly requirements according to our calculations
- 50% of travel expenses during the exchange months (transport, visa, vaccins, etc.) may be granted as a supplement
- Duration: 2 to 10 months
- Only one mobility grant per diploma
- Any change in your situation must be communicated to the Service.



FONDATION
ERNEST BONINCHI



UNIVERSITÉ
DE GENÈVE

Boninchi Foundation offers every year a number of scholarships designed to facilitate **academic stays** of one or two semesters abroad.

They are aimed to students of **Swiss nationality** who need financial support and remain registered at UNIGE in order to achieve their studies here.

Applicants must have **successfully completed at least 2 years of studies** at the University of Geneva at the time of departure.

Two application deadlines :

- by **March 31** for a decision in June
- by **August 31** for a decision in November

No automatic grants

No late applications

Please note that we receive more applications than we can afford (25 to 30% of applications are rejected)

- **The foundation's decision must be effective before departure**
- **Detailed informations :**
<https://www.ernestboninchi.ch/etudiants>



UK : entry & visa

Exchange duration :

- **less than 6 months (from April 2, 2025) :**
 - All visitors (except British or Irish) must have an **ETA** before entering the UK. Cost approx. CHF 12.- and is linked to your passport. Allows multiple trips and is valid for 2 years
 - You must do this yourself, online
 - Visit GOV.UK website and download the app
- **more than 6 months (year long student) :**
 - No change, you will need to apply for a **Student Visa (4 Tier Visa)**, no ETA required. Cost approx. CHF 400.-.



Insurance

- Health and accident insurance
- Repatriation insurance

Exemple carte EU



Exemple carte CH



MOVE
MUOVITI
ВПЕРЕД
MUEVETE
BOUGE
GEH
MOVA
动
تحركوا



Housing

- Seek information as soon as possible
- Check the online final reports
- Follow the instructions and advice given by your host university
- Beware of scams, do not pay a deposit before your arrival





Your housing in Geneva

- Lease from the Bureau des Logements (BLOG)
→ *You can suspend your lease while you are on exchange*



Procédure du BLOG

- Housing on the private market
→ *Want to sublet ?*



BLOG

**WELCOME
CENTER**

www.welc.ch

welcome-center@unige.ch



Final Report (rapport de séjour)

- **Feedback on experience** abroad, written by previous outgoing students at the end of their exchange
- **Valuable information** for your preparation
- Available **online** to UNIGE population





Special needs



If you benefit from an arrangement for **special needs** recognized by the UNIGE **Student Health Service** :

- ✓ We will inform the host university
- ✓ If possible, ask for the SSE decision in English
- ✓ Steps to follow according to partner's instructions, who will take the final decision

Coaching Workshop Futur mobility students

Pre-departure assessment of feelings and fears

Putting resources to work

To prepare for departure with peace of mind

May 8, 2025 - 10h15
Registration on <https://vie-de-campus.unige.ch/catalogue>



End of exchange



- Give the partner the contact details of the person to whom the transcript of records needs to be sent
in accordance with your faculty's instructions
- Write and send your **final report (rapport de séjour)**
valuable for future outgoing students

Exchange cancellation

- In case of force majeure only
- E-mail stating reasons for cancellation to:
 - the academic advisor of your faculty
 - Daniela.Sauge@unige.ch, director of the Service
 - Tanya.Schaetzle@unige.ch, exchange coordinator

*A cancelled place cannot be recovered,
It is definitively lost !*



Thank you for your attention !



Tanya Schaetzle-Orantes

Le Point · Vie de Campus

Uni Dufour

Tanya.Schaetzle@unige.ch

Tél. +41 22 379 80 82

Ma-Me-Jeu: 10h–12h

