

# Erasmus+ Higher Education - Key Action 1

## International guide

### ABOUT ÉSADHAR

ésadhar (École Supérieure d'Art et Design Le Havre-Rouen) is a French public art school located on two campuses in Normandy, along the Seine River and easily accessible by train from Paris.

### CAMPUSES, FIELDS AND LEVELS

ésadhar provides full time training to around 300 students. Available academic majors are:

on <b>Le Havre</b> campus:	<ul style="list-style-type: none"> <li>- Creative writing</li> <li>- Graphic design</li> </ul>	on <b>Rouen</b> campus:	<ul style="list-style-type: none"> <li>- Fine arts</li> </ul>
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ésadhar awards state diplomas delivered by the French Ministry of Culture equivalent to Bachelor's and Master's degrees. The lecture and tutorial courses are taught by actively practicing artists, art critics, designers, writers and academics.

<p>“Diplôme National d'Art” (DNA) is an <b>undergraduate degree</b> (3 years) available in 2 majors:</p> <ul style="list-style-type: none"> <li>- Fine arts</li> <li>- Graphic and interactive design</li> </ul>	<p>“Diplôme National Supérieur d'Expression Plastique” (DNSEP) is a <b>postgraduate degree</b> (5 years) available in 5 majors:</p> <ul style="list-style-type: none"> <li>- Fine arts</li> <li>- Creative writing (<i>dual degree</i>)</li> <li>- Graphic and interactive design</li> <li>- Environments and public situations (<i>bilingual degree</i>)</li> </ul>	<p>“Recherche en Art, Design, Innovation, Architecture en Normandie” (RADIAN) is a practiced-based <b>doctorate of philosophy</b> (3 years) available in 1 major:</p> <ul style="list-style-type: none"> <li>- Contemporary creation</li> </ul>
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### LOCAL FACILITIES, GLOBAL STRATEGIES

Students access a designated workspace in a shared studio. Highly trained technicians manage several material pools and experiment workshops: bookbinding, ceramics, engraving, fab lab, lithography, metalwork, screen printing, woodwork, photography, video editing, virtual reality...

Students visit specialized libraries, grow curation skills while showcasing their artwork at exhibition spaces alongside renowned artists. ésadhar encourages them to engage in ecofriendly and civic activities such as tutorship paid contracts, community gardens and recycling libraries.

Research activities at ésadhar are conducted by 4 research groups including a research unit registered by the French Ministry of Higher Education. ésadhar also implements an ambitious publication policy: “Art Recherche Design” annual research journal, artist books.

ésadhar organises biennial series of masterclasses, symposiums and talks open to the public. It takes an active part in numerous joint ventures with local, national and international partners, offering professional opportunities to students and graduates including internships and residencies.

ésadhar provides a cross-cultural environment: inbound exchange and “free mover” students are welcomed from around the world and attend French as a Foreign Language courses; outbound exchange students experience abroad mobilities within the Erasmus+ framework thanks to +30 partner institutions on all continents.

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## Incoming exchanges 1 / 2

Procedures vary depending on your profile and activity.

Please feel free to consult our website for additional information. For further assistance, you can also reach out to our Bureau International at [international@esadhar.fr](mailto:international@esadhar.fr).

### IF YOU ARE FROM OUTSIDE THE HIGHER EDUCATION INDUSTRY

ésadhar would be happy to host you as an [invited expert for a teaching period](#).

Please feel free to consult our study programmes before sending your teaching (at least 8 hours) and grant application (at least 1 day of mobility).

For consideration, your teaching and grant application should include:

- first name and last name
- professional occupation and home institution
- home country ([EU Member State or Third Countries associated to the Erasmus+ programme](#))
- any relevant pedagogical document (CV, cover letter, portfolio)
- preferred calendar window
- preferred language of instruction (French or English)

Please send it all year round to our Bureau International at [international@esadhar.fr](mailto:international@esadhar.fr). We will email you the result of the process and guide you through each preparatory step of your exchange mobility project (invitation letter, mobility agreement...).

### IF YOU ARE A HIGHER EDUCATION STAFF (FACULTY, OFFICE, DOCTORATE STUDENT)

ésadhar would be happy to host you for a [teaching or training period](#).

**Teaching mobilities** must be organised between with institutions that have signed an Erasmus+ inter-institutional agreement. If your home institution is not partnered with ésadhar yet, please first advise your International Office to contact our Bureau International at [international@esadhar.fr](mailto:international@esadhar.fr).

Then you can follow the same steps as **invited experts** (see above section).

**Training mobilities** should be supported with grants from your home institution. Please feel free to consult our staff directory before sending your training application (at least 2 days of mobility).

For consideration, your training application should include:

- first name and last name
- professional occupation, home institution and home country
- any relevant professional document (CV, cover letter)
- preferred calendar window
- preferred working language (French or English)

Please send it all year round to our Bureau International at [international@esadhar.fr](mailto:international@esadhar.fr). We will email you the result of the process and guide you through each preparatory step of your exchange mobility project (invitation letter, mobility agreement...).

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## IF YOU ARE A HIGHER EDUCATION STUDENT (BACHELOR, MASTER, DOCTORATE)

*Note: if you are a “free mover” student, ésadhar would be happy to welcome you too! Please consult the enrolment procedure on our website and the [Campus France portal](#).*

ésadhar would be happy to host you as an **inbound exchange student**.

**Study mobilities** must be organised between with institutions that have signed an Erasmus+ inter-institutional agreement. If your home institution is not partnered with ésadhar yet, please first advise your International Office to contact our Bureau International at [international@esadhar.fr](mailto:international@esadhar.fr).

Please feel free to consult our study programmes and our factsheet (see last section).

### 1. Nomination

The International Office at your home institution proceeds with your nomination by contacting our Bureau International at [international@esadhar.fr](mailto:international@esadhar.fr).

### 2. Application

Our Bureau International emails you a link towards our school software's database. You can apply by filling the form and uploading the following documents:

- motivation or cover letter (written in French or English)
- portfolio
- national identity card or passport

Caution! The total file size must be under 20 Mo.

### 3. Confirmation

Our Bureau International emails you the result of the process and guides you through each preparatory step of your exchange mobility project (acceptance letter, learning agreement...).

### 4. Departure

Our Bureau International advises you to get informed with reliable governmental sources (see our factsheet in the last section).

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Factsheet 1 / 4

## INSTITUTIONAL DETAILS

<b>Name</b>	École Supérieure d'Art et Design Le Havre-Rouen (ésadhar)
<b>Head of Institution</b>	Jean-Baptiste JACOB, Executive Director (interim)
<b>Codes</b>	<ul style="list-style-type: none"> <li>- Erasmus+ code = F ROUEN 33</li> <li>- EU Organisation ID = E10085533</li> </ul>
<b>Channels</b>	<ul style="list-style-type: none"> <li>- website = <a href="http://esadhar.fr/en">esadhar.fr/en</a></li> <li>- Facebook = <a href="https://facebook.com/esadharoff">facebook.com/esadharoff</a></li> <li>- Instagram = <a href="https://instagram.com/esadharofficiel">instagram.com/esadharofficiel</a></li> <li>- LinkedIn = <a href="https://fr.linkedin.com/school/esadhar">fr.linkedin.com/school/esadhar</a></li> </ul>
<b>Main address</b>	<p>2 rue Giuseppe Verdi, 76000 Rouen, France</p> <ul style="list-style-type: none"> <li>- <b>Le Havre</b> campus: 65 rue Demidoff, 76600 Le Havre, France</li> <li>- <b>Rouen</b> campus: 2 rue Giuseppe Verdi, 76000 Rouen, France</li> </ul>
<b>Entry contact</b>	Reception desk for both campuses: +33 (0)2 35 53 30 31

## ACADEMIC INFORMATION 1 / 3

<b>Registration</b>	Within the Erasmus+ programme, students are entitled to a tuition waiver (no fee) at the host institution. Students pay fees at their home institution only.
<b>Calendar</b>	<p>The academic year is organised as follows:</p> <ul style="list-style-type: none"> <li>- full year = October to June</li> <li>- fall semester (first semester) = October to December</li> <li>- spring semester (second semester) = January to June</li> </ul> <p>Student nominations must reach the host institution's Bureau International at <a href="mailto:international@esadhar.fr">international@esadhar.fr</a> by:</p> <ul style="list-style-type: none"> <li>- April 30 for full year and fall semester</li> <li>- October 31 for spring semester</li> </ul> <p>Application for nominated students must reach the host institution by:</p> <ul style="list-style-type: none"> <li>- April 30 for full year and fall semester</li> <li>- October 31 for spring semester</li> </ul>
<b>Application</b>	<p>Students must apply with the following documents:</p> <ul style="list-style-type: none"> <li>- motivation or cover letter (written in French or English)</li> <li>- portfolio</li> </ul>
<b>Requirements</b>	<p>Home institutions can nominate students that are currently enrolled in:</p> <ul style="list-style-type: none"> <li>- Year 1 (Bachelor) = application in Year 2 for 1 semester or 1 full year</li> <li>- Year 2 (Bachelor) = application in Year 3 for 1 semester (<i>fall only</i>)</li> <li>- Year 3 (Master) = application in Year 4 for 1 semester or 1 full year</li> </ul>

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## ACADEMIC INFORMATION 2 / 3

<b>Workload</b>	<p>French Higher Education institutions use the <a href="#">ECTS credit system</a>.</p> <p>For full time students, 1 credit refers to approximately 27 hours of required work. The total workload can be described as follows:</p> <ul style="list-style-type: none"> <li>- 30 credits per semester</li> <li>- 60 credits per year</li> </ul> <p><i>Please note that a credit does not refer to the duration of a course, but rather to the estimated amount of work required.</i> Credits are used to define the extent of a given course. Lectures, projects, assignments and other forms of studies are all taken into consideration when the number of credits for each course is calculated.</p>
<b>Field</b>	<p>Students can choose a 30-credit or 60-credit course among 3 academic majors:</p> <ul style="list-style-type: none"> <li>- <b>Le Havre</b> campus = Creative writing (<i>Master only</i>) or Graphic design</li> <li>- <b>Rouen</b> campus = Fine arts</li> </ul> <p>Students must consult the course offer before editing their learning agreement:</p> <ul style="list-style-type: none"> <li>- application in Year 2 = all modules are mandatory</li> <li>- application in Year 3 and Year 4 = some modules are mandatory, others should be selected among optional modules</li> </ul> <p>Students can contact the host institution for personalised guidance:</p> <ul style="list-style-type: none"> <li>- <b>Le Havre</b> campus = <a href="mailto:pedagogie.lh@esadhar.fr">pedagogie.lh@esadhar.fr</a></li> <li>- <b>Rouen</b> campus = <a href="mailto:pedagogie.rouen@esadhar.fr">pedagogie.rouen@esadhar.fr</a></li> </ul>
<b>Language</b>	<p>Lectures are taught in French. Tutorial courses are mainly taught in French.</p> <p>Students should have an advanced proficiency in:</p> <ul style="list-style-type: none"> <li>- French: at least <a href="#">B2 level (independent user)</a></li> <li>- English: at least <a href="#">B2 level (independent user)</a></li> </ul> <p>Additionally, students may enrol in:</p> <ul style="list-style-type: none"> <li>- a “French as a Foreign Language” course</li> <li>- an English course.</li> </ul>
<b>Recognition</b>	<p>The default delay for issuing transcripts of records is 5 weeks.</p>

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## ACADEMIC INFORMATION 3 / 3

<b>Services</b>	<p>Enrolled students are given individual “Léocarte” student cards that give them access to:</p> <ul style="list-style-type: none"> <li>- university catering</li> <li>- reprography</li> <li>- vending machines</li> </ul> <p>Additionally, ésadhar partners with state universities, Le Havre University and Rouen University, to broaden the student services to:</p> <ul style="list-style-type: none"> <li>- cultural programme</li> <li>- documentation resources</li> <li>- preventive medicine</li> <li>- sport and physical activities</li> <li>- possibility to apply to call for proposals related to the student life budget</li> </ul>
<b>Accessibility</b>	<p>Both campuses are in 2-floor buildings. Elevators work with security keys that are available at the reception desk: +33 (0)2 35 53 30 31</p> <p>If you are a victim or a witness, a counselling unit is ready to listen and help you at any time: <a href="mailto:ecoute@esadhar.fr">ecoute@esadhar.fr</a></p> <ul style="list-style-type: none"> <li>- diversity, equity, inclusion</li> <li>- harassment, discrimination</li> <li>- disability accommodation</li> </ul> <p>Students can also visit the counselling advisors at their office:</p> <ul style="list-style-type: none"> <li>- <b>Le Havre</b> campus = Marine LEPLANT</li> <li>- <b>Rouen</b> campus = Emmanuel BLONDEL-RAEMO &amp; Jim QUERE</li> </ul>

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## INTERNATIONAL ORGANISATION

<b>Director for Studies</b>	<ul style="list-style-type: none"> <li>- <b>Le Havre</b> campus: Marie-José OURTILANE (interim)</li> <li>- <b>Rouen</b> campus: Marie-José OURTILANE</li> </ul>
<b>Erasmus+ Coordinator</b>	<p>Judy KAAM FOKO, Policy Officer for International Relations</p> <ul style="list-style-type: none"> <li>- <a href="mailto:international@esadhar.fr">international@esadhar.fr</a> / 33 (0)6 59 86 05 83</li> </ul>
<b>Procedure</b>	<p><a href="http://esadhar.fr/international/mobilite-entrante">esadhar.fr/international/mobilite-entrante</a></p>
<b>Budget</b>	<p>Visa</p> <ul style="list-style-type: none"> <li>- the official website for visa assistance allows you to check if you need a visa for France and eventually apply for one = <a href="http://france-visas.gouv.fr">france-visas.gouv.fr</a> (the fee depend on your home country)</li> </ul> <p>Approximate living costs in Normandy (per month):</p> <ul style="list-style-type: none"> <li>- accommodation = 500€</li> <li>- food and drinks = 250€</li> <li>- study material and books = 200€</li> <li>- public transportation = 75€</li> </ul> <p>Please feel free to contact the host institution's Bureau International at <a href="mailto:international@esadhar.fr">international@esadhar.fr</a> for assistance with your housing search.</p> <p>Insurance</p> <ul style="list-style-type: none"> <li>- all students visiting France, either "free-mover" or exchange, are legally bound to register to the National Social Security system = <a href="http://etudiant-etranger.ameli.fr">etudiant-etranger.ameli.fr</a> (no fee)</li> <li>- all students visiting France are legally bound to take out a civil liability insurance</li> <li>- we also advise students to consider taking out additional travel-health insurance</li> </ul>
<b>Welcome</b>	<p>Students can prepare their arrival with the help of their peers via local student organisations:</p> <ul style="list-style-type: none"> <li>- <b>Le Havre</b> campus = International Student Network Le Havre <ul style="list-style-type: none"> <li>o <a href="mailto:president.isn.lh@gmail.com">president.isn.lh@gmail.com</a></li> <li>o <a href="https://facebook.com/ISNLH">facebook.com/ISNLH</a></li> </ul> </li> <li>- <b>Rouen</b> campus = Erasmus Student Network Rouen <ul style="list-style-type: none"> <li>o <a href="mailto:erouensmus@gmail.com">erouensmus@gmail.com</a></li> <li>o <a href="https://facebook.com/ESNROUEN">facebook.com/ESNROUEN</a></li> </ul> </li> </ul>