

## Institutional Factsheet – 2022-2023

<b>Name of the institution</b>	HAUTE ECOLE LIBRE MOSANE – HELMo
<b>Erasmus Code</b>	B LIEGE37
<b>PIC</b>	949660071
<b>OID</b>	E10108440
<b>Address</b>	Mont Saint-Martin 41, 4000 Liège 0032 4 2206107 – 0032 4 2201623
<b>Institution website</b>	<a href="https://www.helmo.be/Profils/International/EN.aspx">https://www.helmo.be/Profils/International/EN.aspx</a>
<b>Institutional coordinators</b>	Julie Guiot <a href="mailto:j.guiot@helmo.be">j.guiot@helmo.be</a> – Head of International Office Manon Habay <a href="mailto:m.habay@helmo.be">m.habay@helmo.be</a> - Incoming officer
<b>Course catalog</b>	<a href="https://www.helmo.be/Profils/International/EN/Students-IN/Erasmus.aspx">https://www.helmo.be/Profils/International/EN/Students-IN/Erasmus.aspx</a>
<b>Language of instruction</b>	French (B1) English (B1) <b>ONLY</b> in the Business Department during <b>the Autumn semester</b>
<b>Nomination deadline Autumn Spring</b>	June 1st December 1st
<b>Application deadline Autumn Spring</b>	June 15th December 15th
<b>French course</b>	Autumn semester: French as a foreign language (contact: Martine Wilmots - <a href="mailto:m.wilmots@helmo.be">m.wilmots@helmo.be</a> ) In English : <a href="https://learn-pedagogique.helmo.be/course/view.php?id=3816#section-4">https://learn-pedagogique.helmo.be/course/view.php?id=3816#section-4</a> En Français: <a href="https://learn-pedagogique.helmo.be/course/view.php?id=3810#section-4">https://learn-pedagogique.helmo.be/course/view.php?id=3810#section-4</a>  Spring semester: In English : <a href="https://www.islv.uliege.be/cms/c_10758209/en/course-classes">https://www.islv.uliege.be/cms/c_10758209/en/course-classes</a> En français : <a href="https://www.islv.uliege.be/cms/c_10758209/fr/cours-en-journee/-en-soiree">https://www.islv.uliege.be/cms/c_10758209/fr/cours-en-journee/-en-soiree</a>
<b>Academic year</b>	Autumn semester: 14th September to end of December Exam period: January Spring semester: 1st February to 31st May Exam period: June

<b>Belgian Culture and Heritage (BCH)</b>	<p>HELMo offers a course called Belgian Culture and Heritage. This course includes the orientation days and different cultural activities during the first semester (some activities will require additional fees MAX 50 €). 2 ECTS if written in the learning agreement (LA). However, students who do not include it in their LA, are welcome to join the cultural activities.</p>
<b>Orientation days - Welcome days (compulsory)</b>	<p>Welcome, visits, meetings, seminars...  Autumn semester : 07-08-09<sup>th</sup> September 2022  Spring semester : to be defined</p>
<b>Grading system</b>	<p>HELMo uses the Egracons system <a href="http://egracons.eu/">http://egracons.eu/</a></p>
<b>Housing</b>	<p><a href="https://www.helmo.be/CMS/Profils/International/EN/Students-IN.aspx#Accommodation">https://www.helmo.be/CMS/Profils/International/EN/Students-IN.aspx#Accommodation</a>  Contacts: <a href="mailto:esn.helmo@gmail.com">esn.helmo@gmail.com</a> or <a href="mailto:m.habay@helmo.be">m.habay@helmo.be</a></p>
<b>Visa information</b>	<p><a href="http://diplomatie.belgium.be/en/">http://diplomatie.belgium.be/en/</a>  Contact person: <a href="mailto:m.habay@helmo.be">m.habay@helmo.be</a></p>
<b>Insurance information</b>	<p><a href="http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm">http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm</a>  Contact person: <a href="mailto:m.habay@helmo.be">m.habay@helmo.be</a></p>
<b>Students and Staff with Disabilities</b>	<p><a href="https://www.helmo.be/CMS/Profils/Etudiant/situation-de-handicap.aspx">https://www.helmo.be/CMS/Profils/Etudiant/situation-de-handicap.aspx</a>  Contact person : Catherine Janssen - <a href="mailto:ca.janssen@helmo.be">ca.janssen@helmo.be</a></p>

## Persons in charge of the incoming exchange students

### LA signature

Business department	0410 – Business – International business, Marketing, Accounting	Laurence Messina : <a href="mailto:l.messina@helmo.be">l.messina@helmo.be</a> Letitia Lemaire – <a href="mailto:l.lemaire@helmo.be">l.lemaire@helmo.be</a>
	0415 – Office Management	Pieter Jans – <a href="mailto:p.jans@helmo.be">p.jans@helmo.be</a>
	0421 – Law	Pieter Jans – <a href="mailto:p.jans@helmo.be">p.jans@helmo.be</a>
Healthcare department	0923 – healthcare 0914 - Medical laboratory technologist	Kathleen Marien – <a href="mailto:k.marien@helmo.be">k.marien@helmo.be</a>
Paedagogical department	0920 - Youth worker specialised in psycho-educational counselling	Marie-Laure Lobet – <a href="mailto:ml.lobet@helmo.be">ml.lobet@helmo.be</a>
Social department	0928 – Social worker	Delphine T'Serstevens – <a href="mailto:d.tserstevens@helmo.be">d.tserstevens@helmo.be</a>
Teacher training department	0112-0113-0114 – Teacher training	Martine Wilmots – <a href="mailto:m.wilmots@helmo.be">m.wilmots@helmo.be</a>
Technical department	0410 - Techniques and Services 0612 - Robotics 0711 – Industrial Engineering 0713 – Sustainable Energy Engineering 0714 – Automatic	Olivier Praz – <a href="mailto:o.praz@helmo.be">o.praz@helmo.be</a>
	0723 – fashion techniques	D. Thonnard – <a href="mailto:d.thonnard@helmo.be">d.thonnard@helmo.be</a>
	0610 – Management Computing 0610 – System Security	Olivier Praz – <a href="mailto:o.praz@helmo.be">o.praz@helmo.be</a>