



LEBANESE INTERNATIONAL UNIVERSITY



Mobility at LIU

Q&A

**Lebanese International University
Office of International Relations**



Quality of project design and implementation
Three phases of the mobility period: Before, During & After

<p>1. What is offered to the students/staff during the different phases: before departure/during/after arrival?</p> <p>By whom / which unit – please write name?</p>	<p>Before</p> <p>Briefings will be provided to students/staff in regards to the available options as well the necessary information in order to ensure that they are prepared and well informed. In addition to that, to both incoming and outgoing mobility, a contact person/reference to answer questions/ concerns that any participant might have will be assigned. They will also receive support in legal paperwork when preparing their file.</p> <p>Finally, a student exchange guide for policies and regulations has been established.</p> <p>During</p> <p>Students are registered in the courses they have chosen at the administration office. They must have the approval of their university as well as the complete file. The OIR signs the attendance certificates required by the home institution.</p> <p>During their stay at LIU, participants will have access to services/ facilities provided on-campus as well support in housing, transportation</p> <p>Moreover, an academic advisor will be assigned as a reference in order to help them during their attendance at LIU. And, they can also rely on the established students guide.</p> <p>As for outgoing students, important contacts will be provided in order to support them during their stay abroad.</p> <p>After</p> <p>LIU will provide recognition to the work provided/ participation in the mobility program when the student's file is completed. LIU provides the university and the student with a Transcript of Records (or equivalent document) after the issuing of the student's results.</p> <p>Upon successful completion of the courses included in the Learning Agreement and supported by the Transcript of Records, the agreed number of credits should be recognized and transferred.</p> <p>This process is implemented by the Office of International Relations, Students exchange Unit and academic advising.</p>
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<p>2.Mention the completeness and quality of arrangements for the selection, support and recognition, both at your institution and at the partner institution.</p> <p>How will the participants be selected? What rules/criteria of selection of candidates do you have? What is the Unit responsible? Who will make final decision? Rector/Dean/Committee? Other? Who is involve in recruitment process (International Office etc.). What Board / Comission decides about results of recruitment?</p>	<p>Prior to their official selection, LIU students contact the OIR for information on outgoing mobility opportunities.</p> <p>Following that, the student will need to fill out an application before sending to the International relations before the specified deadline. The student must have a good academic record and must prove an honourable disciplinary record.</p> <p>The OIR checks the file (compliance with all conditions), before sending the names of the students selected for an exchange to the other university</p> <p>As for instructors, priority is given to full timers of academic staff and those who are participating in the offered mobility programs for the first time.</p> <p>The following are the requirements:</p> <p>Language Requirements</p> <p>The Lebanese International University (LIU) takes on TOEFL Scale as a benchmark to place applicants in various English levels.</p> <p>Academic Requirements</p> <p>Students will have to choose, at least, 50% of the credits from the field of study under which they have been nominated and, therefore, agreed upon in the bilateral agreement.</p> <p>The recruitment process falls under the responsibilities of the office of international relations (OIR).</p>
<p>3.How information about exchange will be distributed throughout the University? Do you have university special website and/or mailing system which distribute offers related to international mobilities, projects etc?</p>	<ul style="list-style-type: none"> · soed.liu.edu.lb · (https://sites.google.com/liu.edu.lb/schoolofeducation-liu/home) · www.liu.edu.lb · https://liu.edu.lb/NewLIU2022/OIR/index.php

<p>4.What will be the schedule for selecting students and staff?</p> <p>What are rules and selection criteria, when you plan to announce call for applications, selecting process, exchange etc.</p> <p>When you will be able to accept incoming students/staff? (academic calendar, dates of semester) What are deadlines for application?</p> <p>How the procedures look in steps?</p>	<ul style="list-style-type: none"> · Nomination Period (by universities): 1 st Semester (Fall): April 2nd Semester (Spring): November · Application Deadlines (by students) 1 st Semester (Fall): April 2nd Semester (Spring): November · General Academic Calendar (The definitive start date will be informed to each student once admitted.) 1 st Semester (Fall) From 04 th October 2021 to 13 th January 2022 (Final Exams: 17 th January 2022 to 29 th January 2022) 2 nd Semester (Spring) From 14 th February 2022 to 1 th June 2022 (Final Exams: 6 th June 2022 to 16 th June 2022) 3 rd Semester (Summer) From 27 th June 2022 to 7 th September 2022 (Final Exams: 12 th September 2022 to 16 th September 2022) <p>Once the student has been selected to do a mobility period at LIU, exchange students must complete an online application and attach the required documents. https://apply.liu.edu.lb/</p> <p>Rules</p> <ul style="list-style-type: none"> · The student in mobility stays enrolled in his home university and pays the tuition fees. He/she is exempted of the tuition fees in the host university (unless otherwise is stated). · The student must have a certified good academic record · Students must select most of their courses in a single Faculty or Institute.
<p>5.Will mobility participants receive support for insurance/visa/housing?</p>	<ul style="list-style-type: none"> · Visa http://liu.edu.lb/soed/Accomodation/Visas.php · Insurance Students are requested to have a private, comprehensive insurance (Travel and Health) that covers the duration of their visa / residence permit. They have to bring the valid insurance policy to Lebanon. · Housing Contact Person: wael.ayoubsalloum@liu.edu.lb

<p>6. What kinds of facilities are available to the participants (libraries, sports facilities, etc.)?</p>	<p>LIU has nine campuses at different locations in Lebanon: Beirut, Bekaa, Saida, Nabatieh, Tripoli, Mount Lebanon, Tyre, Rayak and Akkar with three campuses abroad in Yemen, Senegal, and Mauritania. Each campus provides facilities that include but are not limited to laboratories, libraries, and audiovisual rooms.</p> <p>The Bekaa Campus is the ‘mother’ of LIU’s many Lebanon based campuses. It has a main cafeteria with more than 500 seating capacity, several shops and eateries, dormitories for both female and male students, and a wide range of recreational facilities including an Olympic-size pool, a football stadium, several green fields and parking areas.</p> <p>The Beirut Campus is located not far from the Beirut Central District and consists of seven buildings. The campus also has cafeterias; large auditoriums, underground parking, and housing for female and male students in University owned apartment buildings adjacent to campus.</p> <p>Saida Campus is situated near the Mediterranean coast, in the center of many educational facilities ranging from public elementary schools to public and private universities.</p> <p>LIU in general and the Tripoli Campus in particular pride itself on establishing the idea of a leader in students and instructor’s diversity. In its serene and tranquil setting, overlooking the cedars mountain of Lebanon and the City of Tripoli, in this widely open bell view of this urban area, where reality of learning takes over the dreams. The true diversity of the Lebanese textile interacts together in the most harmonious</p> <p>The Nabatieh Campus with its artistic buildings that are imbued with modern Lebanese touch have state-of-the-art computer, technology, biomedical, chemical, nutrition and food sciences, and engineering laboratories, arts and design studios, besides the roomy classes and exam halls. Students facilities are not only limited to an ever-growing shelf and e-library, but also encapsulate a warm atmosphere cafeteria and a set of sports courts and a green field.</p> <p>The Mount-Lebanon Campus located in the eastern suburb of Jdedieh lies in the center of a residential commercial area, which makes most of the malls and shopping centers easily accessible. The campus also houses a cafeteria, computer labs equipped with the latest software, and hi-tech engineering and science laboratories properly equipped to help students develop their practical and analytical skills, and an instructional resource center that encompasses ample variety of books, periodicals and article as well as internet access.</p>
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<p>7. How many credits or equivalent units will exchange students receive?</p>	<p>Exchange students will receive between 12 and 15 credits.</p>
<p>8. How lectures of visiting teachers are organized? By whom / by which unit?</p>	<p>The mobility requires the teaching staff member to deliver a minimum of four hours of teaching per week. This is organised by the chair of the department and the course coordinators.</p>
<p>9. How training program for visiting staff is organized? By whom / by which unit?</p>	<p>Training programs for visiting staff focus on capacity building and is organized by the administration at LIU</p>
<p>10. How does your University recognize the mobility period of students?</p>	<p>Once all necessary documents are sent to the OIR, all academic activities agreed upon in the learning contract will be recognised, transferred and counted toward the completion of the student’s degree, without the need to repeat them here at LIU. As for incoming students, they will receive all documents that support the completion of the necessary credits, issued by the director of the OIR.</p>

<p>11. How courses completed abroad will be recognized by your University? On what extent/on what basis? Who will decide and when?</p>	<p>Once the study program is completed, a transfer of courses (3credits/45 hours) will occur, as long as they meet the requirements of the Lebanese ministry of education and as decided by the school and student affairs office.</p>
<p>12. Who will be responsible for agreeing on Learning Agreement (study programme abroad)? Who will issue transcript of record for incoming students?</p>	<p>This falls under the responsibility of the OIR office, in collaboration with the registrar office and students' affairs, in reference to the Exchange Students Guide.</p>
<p>13. Describe the way teaching/training completed abroad will be recognized by your University? How will it be valued?</p>	<p>LIU gives recognition to its staff for their teaching and training activities undertaken during the mobility period. As for the training mobility, LIU supports, promotes and recognizes it by granting full pay leave of absence to mobile staff and will make sure it counts for a possible future promotion.</p>
<p>14. Try to address the additional support for (both incoming and outgoing) disadvantaged people, language training, cultural integration activities, etc. - if planned.</p>	<p>LIU is currently working towards building a strategy for inclusion that will promote the participation of special needs students.</p> <p>Language training will be provided, developed by the Language department at LIU.</p> <p>In addition to that, participating students will have the option to register to the Culture Course, which will provide them with an insight on the Lebanese and Middle Eastern Culture.</p> <p>In addition, multiple cultural activities are organized yearly at LIU, in which the student could participate.</p>

<p>15. Give an approximate deadline for each activity.</p> <ul style="list-style-type: none"> - When will students be selected and nominated to any European, HE institutes? - When will they receive language training, if any? For how long? - When will their mobility periods be recognized? (Before departure, after arrival?) <p>Etc.</p>	<p>The recognition of the mobility period is provided after arrival. In addition, at the end of the mobility period, a written report is prepared by the student and sent to the OIR. The student transcripts are edited by the OIR, signed and sent to the university.</p>
<p>16. How are mobility participants (students/teachers/staff) supported by your institution (help with organizations aspects/support with language training/recognition of mobility period etc.)?</p> <p>Describe how you organize and support incoming teachers and staff (lectures and training/help with accommodation etc.)</p>	<p>Upon acceptance every student at LIU is assigned an advisor for the duration of freshman and sophomore years. This advisor should be a full-time faculty member appointed by the Dean/Chair according to student’s program. The period of the academic orientation is fixed during each semester. This period is during the two weeks prior to pre-registration as spelled out in the academic calendar. However, Junior and Senior students are always encouraged to visit the school for any advising at any time.</p> <p>The Academic Advisor shall:</p> <ol style="list-style-type: none"> 1. Assist students noticing the basis of admissions, as stipulated in their Letters of Acceptances. 2. Be available throughout the academic year during office hours, and when necessary, by appointment. 3. Support students to effectively fulfil all the requirements of their degree program. 4. Familiarize students with the University academic rules, regulations, and policies. 5. Explain to student clearly the Registration process; Course offerings; Course pre-requisite; Course selection; Minimum/Maximum credit load; and Degree planning. <p>During their stay at LIU, participants will receive support in housing and transportation</p>