

UNIVERSITE BORDEAUX MONTAIGNE

CALENDAR FOR INCOMING STUDENTS

ERASMUS ID Code	FBORDEAU03
International Office address	Université Bordeaux Montaigne Domaine universitaire Direction des relations internationales 33607 Pessac Cedex - France

Contact us:

- Deborah DIDIO, Director of international relations
- Sophie LESPES, Head of student mobility office

sophie.lespes@u-bordeaux-montaigne.fr

- Julia TREUBEL and Corinne VALETY, international officers

incomingstudents@u-bordeaux-montaigne.fr

- David CAZENAVE, international officer, university housing

david.cazenave@u-bordeaux-montaigne.fr

Website: https://www.u-bordeaux-montaigne.fr/fr/international/mobilite-internationale/vous-etes-etudiant/etudiant_etranger_en_mobilite_sur_programme.html

- Ines FRIGHETTO, International welcome desk officer (support on any question related to daily life): intl-welcome-desk@u-bordeaux-montaigne.fr

LECTURE PERIOD

- Semester 1

-Lecture period: 11/09/2023 to 22/12/2023 ; Transcripts of records: March 2024

- Semester 2

-Lecture period: 15/01/2024 to 04/05/2024 ; Transcripts of records: by July 2024

- Please note that full-year students will receive the transcripts of records by July

Examinations take place throughout the semester as part of continuous assessment and before the end of each semester

The French intensive courses (“*Cours du jour*”) and courses taken at IUT are not subjected to the same timetable and assessments, for more information, please consult the relevant web site :

DEFLE : <http://defle.u-bordeaux-montaigne.fr/fr/informations-pratiques/calendriers/calendrier-cours-du-jour.html>

IUT : <http://www.iut.u-bordeaux-montaigne.fr>

COURSES

- Exchange students should mainly choose their courses within the agreed field of study, only “Licence” and “Master” (at least 50%) https://www.u-bordeaux-montaigne.fr/fr/international/mobilite-internationale/vous-etes-etudiant/etudiant_etranger_en_mobilite_sur_programme/organiser-votre-sejour.html
- **Some programs are not opened to incoming students or have special requirements**
- **A minimum level of B1 in French** for ERASMUS+ students is compulsory (no certification required)
- **A B2 level in French is requested** for non-ERASMUS+ students for undergraduate programs (“Licence”), and a **C1 level in French is requested** for Master programs.

ACCOMMODATION

CROUS: 1/register on: messervices.etudiant.gouv.fr

2/Confirm (2nd semester: before November 6) your request to david.cazenave@u-bordeaux-montaigne.fr

Caution: we are offering a very few numbers of accommodations. We strongly advise students to look for private accommodation before their arrival. Many tips on this link: <https://etu.u-bordeaux-montaigne.fr/fr/vie-de-campus/vie-pratique/logement.html>

SEMESTER 1 or WHOLE YEAR

Procedure	Non-European Programs Partner universities whose country is under the "Etudes en France" procedure http://www.campusfrance.org/en/page/a-country-using-cef-procedure	Erasmus +, UK, Switzerland and double-degree programs
<u>NOMINATION OF SELECTED STUDENTS BY PARTNER UNIVERSITIES:</u> https://montaigne.moveonfr.com/form/63e3aa9717fd4b063f36e016/eng	From 1/03/2023 to 31/03/2023	From 1/03/2023 to 15/05/2023
<u>ONLINE APPLICATION PROCEDURE FOR STUDENTS:</u> Once the nominations have been submitted students receive an email with the login details that are required for the online application Exchange students: https://montaigne.moveonfr.com/form/63fd1c2171ab787bf74f8ad4/eng Double-degree students: https://montaigne.moveonfr.com/form/64413faf8e2f737dd057ea90/eng Please, upload the following documents: <ul style="list-style-type: none"> • 1 ID photo • 1 photocopy of ID (passport or identity card) Proof of French language proficiency (only non-European Program) <ul style="list-style-type: none"> • a certificate of health insurance for the entire period of the exchange: <ul style="list-style-type: none"> ○ European health insurance card/GHIC ○ Québec *: "formulaire SE 401-Q-106" NON -EU students will be required to register for the French Health Insurance upon arrival (for free on the following website: https://etudiant-etranger.ameli.fr) (*Δ caution : enrolment will not be carried out without these documents)	From 1/03/2023 to 15/04/2023	From 1/03/2023 to 31/05/2023
DEFLE STUDENTS For the students nominated at the DEFLE department for the whole year, and wishing to incorporate regular classes during the 2nd semester: the B2 Level in French language will be requested. This transfer should be submitted for approval by the student to the DEFLE department.	Apply for incorporating "regular" courses: before 30/11/2023	
SENDING THE ACCEPTANCE LETTER	April to May 2023	July 2023
Contact with students through email to make an appointment for enrolment at Bordeaux Montaigne	Beginning of September 2023	
Orientation day for exchange students	7/09/2023	
Courses enrollment workshop	8/09/2022	
Administrative enrolment and selection of courses	From 11/09/2023	
REQUEST FOR EXTENSION OF STAY	Before 16/11/2023	

SEMESTER 2

<p>Procedure</p>	<p>Non-European Programs Partner universities whose country is under the "Etudes en France " procedure (http://www.campusfrance.org/en/page/a-country-using-cef-procedure)</p>	<p>Erasmus +, UK, Switzerland and double degree programs</p>
<p><u>NOMINATION OF SELECTED STUDENTS BY PARTNER UNIVERSITIES:</u> https://montaigne.moveonfr.com/form/6523ee25c33a5923a703ce10/eng</p>	<p>From 11/10/2023 to 31/10/2023</p>	<p>From 11/10/2023 to 15/11/2023</p>
<p><u>ONLINE APPLICATION PROCEDURE FOR STUDENTS:</u> Once the nominations have been submitted students receive an email with the login details that are required for the online application</p> <p>Please, upload the following documents:</p> <ul style="list-style-type: none"> • 1 ID photo • 1 photocopy of ID (passport or identity card) <p>Proof of French language proficiency (only non-European Program)</p> <ul style="list-style-type: none"> • a certificate of health insurance for the entire period of the exchange: <ul style="list-style-type: none"> ○ European health insurance card/GHIC ○ Québec *: "formulaire SE 401-Q-106" ○ NON -EU students will be required to register for the French Health Insurance upon arrival (for free on the following website: https://etudiant-etranger.ameli.fr) <p>(*Δ caution: enrolment will not be carried out without these documents)</p>	<p>From 12/10/2023 to 15/11/2023</p>	<p>From 12/10/2023 to 15/11/2023</p>
<p style="text-align: center;">SENDING OF THE ACCEPTANCE LETTER</p>	<p style="text-align: center;">November 2023</p>	<p style="text-align: center;">in November for non-European students-in December for European students</p>
<p>Contact with students through email to make an appointment for enrolment at Bordeaux Montaigne</p>	<p style="text-align: center;">Beginning of January 2023</p>	
<p>Orientation day for exchange students Courses enrollment workshops and University discovery tour</p>	<p style="text-align: center;">11/01/2024</p>	
<p>Administrative enrolment and selection of courses</p>	<p style="text-align: center;">From 15/01/2024 to 31/01/2024</p>	