



## STUDY ABROAD INFORMATION

### **Application procedure:**

Candidates to our Erasmus and Exchange programmes will have to apply on line.

On receiving the list of selected candidates from partner universities, our department will then send our *MoveOn link* to the students.

Once connected to the site, students will have to create a personal account which will enable them to apply on line.

After filling the online application, students should print the *application form*, get it signed and stamped by their institution and email it or send it to the address or fax mentioned hereunder with the following documents:

1. [\*Learning agreement\*](#), duly filled and validated by the sending institution
2. *Transcript of records* of previous university periods of study
3. [\*Accommodation form\*](#) if students wish to live in the Hall of residence on the campus
4. *2 ID photos*

### **Deadlines**

The completed application packs must reach us by :

- **31 May 2013** for students arriving in the Autumn semester
- **31 October 2013** for students arriving in the Spring semester

### **Academic calendar**

- *Autumn semester*: beginning of September to 31 January  
Exams: January
- *Spring semester*: end of January or 1 February to 30 June  
Exams: end of May to beginning of June

For more information on the start of courses, our calendar will be available at the following link:

[http://www.univ-tln.fr/article.php3?id\\_article=2796](http://www.univ-tln.fr/article.php3?id_article=2796)

Timetables will be available on arrival.

### **Studies**

Students can check the list of *courses* available at USTV on our website:

<http://formation.univ-tln.fr/>

*Modules* with codes and ECTS can be checked at :

[http://www.univ-tln.fr/article.php3?id\\_article=1709](http://www.univ-tln.fr/article.php3?id_article=1709)

### **Français Langue Etrangère** (French as a second language)

There will not be any intensive course available before the start of courses. However, Français Langue Etrangère, a French course designed for Erasmus and Exchange students will be available to help the students cope with their course. It is worth 5 ECTS for each semester and is free of charge. It starts at the end of September for the Autumn semester and Mid- February for the Spring semester.

### **Accommodation**

Students wishing to be accommodated in the hall of residence managed by the CROUS will have to join the *Accommodation Form* to their application form. Since we have a few rooms available, we will not be able to accommodate everyone. Information on [housing](#) will be sent to the students who cannot be accommodated with our reply to their application, in July for the autumn semester, in December for the spring semester.

### **Arriving at USTV**

In order to adapt to their new environment, students are advised to arrive on the campus one week before the start of their course. Enrolment will take place shortly after their arrival.

The following documents will be required for their enrolment and/or for their visa application /residence permit, so they need to be prepared *before* departure:

1. two birth certificates (originals) and official translation (for Canadians, a *filiation certificate* is required)
2. European Health card for Europeans or proof of Health insurance for non Europeans
3. Valid Identity card or valid passport and visa
4. Third Party insurance (it is possible to purchase an insurance once in France)
5. Affidavit of support for 615€ per month (bank transfer order or proof of scholarship or other income)
6. A residence permit (*'titre de séjour'*) is mandatory for students who wish to work in France

Students coming from outside the European community **must** further apply online on the [Campus France](#) site in order to get their 'student D visa'.

For more information on accommodation, transport, budget, leisure, etc, our *student guide* is available at the following address:

[http://www.univ-tln.fr/article.php3?id\\_article=2826](http://www.univ-tln.fr/article.php3?id_article=2826)

Our *international student guide* will soon be available at:

<http://www.univ-tln.fr/IMG/pdf/guide-venir.pdf>

### **Contact and address**

For any further information on *Incoming applications*, please contact:

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