

# INFORMATION SHEET

*For incoming selected students & partner universities*

## UNIVERSITY INFORMATION

<b>Name of the University</b>	Bordeaux Montaigne University
<b>ERASMUS Code</b>	F BORDEAU03
<b>PIC Code</b>	996836312
<b>Head of Institution</b>	Prof. Lionel LARRÉ
<b>Website</b>	<a href="http://www.u-bordeaux-montaigne.fr/fr/index.html">http://www.u-bordeaux-montaigne.fr/fr/index.html</a>
<b>Academic Calendar</b>	<a href="http://www.u-bordeaux-montaigne.fr/fr/universite/calendrier_de_l_annee.html">http://www.u-bordeaux-montaigne.fr/fr/universite/calendrier_de_l_annee.html</a>
<b>Courses Overview</b>	<a href="http://www.u-bordeaux-montaigne.fr/fr/formations/offre-de-formation-2016-2020.html">http://www.u-bordeaux-montaigne.fr/fr/formations/offre-de-formation-2016-2020.html</a>

## INTERNATIONAL OFFICE INFORMATION

*General Information*

<b>Name of the Office</b>	Direction des Relations Internationales (DRI)
<b>Address</b>	Direction des Relations Internationales Université Bordeaux Montaigne (Bordeaux3) Domaine Universitaire Esplanade des Antilles 33607 PESSAC CEDEX FRANCE
<b>Phone</b>	+33 (0)5 57 12 47 47
<b>Fax</b>	+33(0)5 57 12 45 70
<b>Email</b>	studentmobility@u-bordeaux-montaigne.fr
<b>Website</b>	<a href="http://www.u-bordeaux-montaigne.fr/fr/international/venir-a-bordeaux-montaigne.html">http://www.u-bordeaux-montaigne.fr/fr/international/venir-a-bordeaux-montaigne.html</a>

*Staff Information*

<b>Vice President for International Relations – Training and Mobility</b>	Antoine Ertlé Email: antoine.ertle@u-bordeaux-montaigne.fr Phone: +33 (0)5 57 12 47 22
<b>Vice President for International Relations – Research</b>	Prof. Apostolos Lampropoulos Email: apostolos.lampropoulos@u-bordeaux-montaigne.fr Phone: +33 (0)5 57 12 47 22
<b>Director of International Relations</b>	Irina Simion Email: irina.simion@u-bordeaux-montaigne.fr Phone : +33 (0)5 57 12 20 98
<b>Head of Financial and Administrative Office</b>	Anna Karin Boberg Email: anna-karin.boberg@u-bordeaux-montaigne.fr Phone: +33 (0)5 57 12 45 39
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<b>Financial and Administrative Officer</b>	Marie Lassalle Email: marie.lassalle@u-bordeaux-montaigne.fr Phone: +33 (0)5 57 12 45 23
<b>INTERNATIONAL COOPERATION TEAM</b>	
cooperation-internationale@u-bordeaux-montaigne.fr	
<b>International Projects Ingeneer</b>	Sabrina Semiao Email : sabrina.semiao@u-bordeaux-montaigne.fr Phone : +33 (0)5 57 12 46 18
<b>International Cooperation Officer (Europe)</b>	Claire Levacher Email: claire.levacher@u-bordeaux-montaigne.fr Phone : +33 (0)5 57 12 10 77
<b>International Cooperation Officer (America and Africa)</b>	Delphine Michel Email: delphine.michel@u-bordeaux-montaigne.fr Phone : +33 (0)5 57 12 21 77



<b>International Cooperation Officer (Asia, Oceania, Russia and CIS)</b>	Johanna Artico Email: johanna.artico@u-bordeaux-montaigne.fr Phone : +33 (0)5 57 12 62 51
<b>STUDY ABROAD TEAM</b>	
<b>General Inquiries</b>	Email: studentmobility@u-bordeaux-montaigne.fr Fax + 33 (0)5 57 12 45 70
<b>Head of Student Mobility Office</b>	Sophie Lespes Email: sophie.lespes@u-bordeaux-montaigne.fr Phone: +33 (0)5 57 12 44 34
<b>Incoming students</b>	Corinne Valety Email: corinne.valety@u-bordeaux-montaigne.fr Phone: +33 (0)5 57 12 47 60
<b>Incoming students</b>	Amandine Bonnet Jean-Baptiste Email: amandine.bonnet-jean-baptiste@u-bordeaux-montaigne.fr Phone : +33 (0)5 57 12 47 47
<b>Outgoing students</b>	Christelle Duclau Email: christelle.duclau@u-bordeaux-montaigne.fr Phone : +33 (0)5 57 12 46 74
<b>Housing</b>	David Cazenave Email: david.cazenave@u-bordeaux-montaigne.fr Phone : +33 (0)5 57 12 21 06
<b>International Relations Assistant</b>	Quentin Bérard Email: quentin.berard@u-bordeaux-montaigne.fr



## INFORMATION FOR INCOMING EXCHANGE STUDENTS

COURSES													
<b>Modules Offer</b>	<a href="http://www.u-bordeaux-montaigne.fr/fr/formations/offre-de-formation-2016-2020.html">http://www.u-bordeaux-montaigne.fr/fr/formations/offre-de-formation-2016-2020.html</a>												
<b>Courses options:</b>	All courses included in the Agreement with your Home University												
	Some courses are excluded (i.e « Licence professionnelle », « master MEEF »...), need a specific background or are with restricted access												
	To attend some specific courses, students might be required additional skills. For further information, please send an email to: <a href="mailto:studentmobility@u-bordeaux-montaigne.fr">studentmobility@u-bordeaux-montaigne.fr</a>												
<b>Language of teaching</b>	French												
<b>Required French Level to attend lectures/ seminars:</b>	B2												
<b>Grading system</b>	<table> <tr> <td>18-20/20</td> <td>Excellent</td> </tr> <tr> <td>16/20</td> <td>Very good</td> </tr> <tr> <td>14/20</td> <td>Good</td> </tr> <tr> <td>12/20</td> <td>Satisfactory</td> </tr> <tr> <td>10/20</td> <td>Sufficient</td> </tr> <tr> <td>Under 10/20</td> <td>Failure</td> </tr> </table>	18-20/20	Excellent	16/20	Very good	14/20	Good	12/20	Satisfactory	10/20	Sufficient	Under 10/20	Failure
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### Courses of French Language and civilization at the DEFLE

Courses are subjected to fees except for specific bilateral agreements.

Website: <http://defle.u-bordeaux-montaigne.fr/fr/index.html>

- Day classes
- Evening classes
- Summer schools

There will be a French placement test to determine your French level before the DEFLE classes begin.

Contact the DEFLE Department for the test dates ✉ [defle@u-bordeaux-montaigne.fr](mailto:defle@u-bordeaux-montaigne.fr)

## APPLICATION PROCESS

	NON EU STUDENTS AND FREE MOVERS	EU STUDENTS
<b>Deadlines for Nomination</b> <a href="mailto:incomingstudents@u-bordeaux-montaigne.fr">incomingstudents@u-bordeaux-montaigne.fr</a>	<b>First term:</b> March 31st <b>Second term:</b> October 31st	<b>First term:</b> May 31st <b>Second term:</b> November 15th
<b>Online Enrolment</b>	<b>First term:</b> March 31st <b>Second term:</b> October 31st	<b>First term:</b> May 31st <b>Second term:</b> November 15th
<b>CEF CAMPUS FRANCE procedure</b>	31st of January of the previous academic year	

### DOCUMENTS REQUIRED:

- 1 passport-size photo
- Passport or national ID card photocopy
- Certificate of Health Insurance (European Health Insurance Card)  
*Valid for your whole stay in France*
- **NON EU students** will be required to register for the French Health Insurance upon arrival (for free on the following website: [etudiant-etranger.ameli.fr](http://etudiant-etranger.ameli.fr) (link available soon))
- Learning Agreement with choices of courses (duly completed, signed and stamped upon arrival and after confirmation)
- CVEC : Free-movers students only will have to pay the CVEC tax (Contribution à la Vie Etudiante et Campus) on the following website : <http://cvec.etudiant.gouv.fr/>

*HOUSING (Not guaranteed) Online application: **Before April 30th***

<http://www.crous-bordeaux.fr/international/les-etapes-pour-effectuer-votre-demande/>