INFORMATION SHEET

University Informations
Erasmus Code: F BORDEAU03
PIC Code: 947094130

Head of Institution:
Pr. Hélène VELASCO

Academic Calendar
Courses Overview

International Office Information

Post address:
Direction des Relations Internationales
Université Bordeaux Montaigne (Bordeaux3)
Domaine Universitaire
Esplanade des Antilles
33607 PESSAC CEDEX France

www.u-bordeaux-montaigne.fr
relations-internationales@u-bordeaux-montaigne.fr
Phone: +33 (0)5 57 12 47 47
Fax: +33(0)5 57 12 45 70
### Vice President Delegated to International Affairs
Anna Maria Binet  
**Email:** Ana-Maria.Binet@u-bordeaux-montaigne.fr  
**Phone:** +33 (0)5 57 12 21 77

### Director of International Relations
Patricia Budo  
**Email:** Patricia.Budo@u-bordeaux-montaigne.fr  
**Phone:** +33 (0)5 57 12 21 77  
**Fax:** +33 (0)5 57 12 46 92

### Financial and administrative assistant
Marie-Hélène Theillaumas  
**Email:** Marie-Helene.Theillaumas@u-bordeaux-montaigne.fr  
**Phone:** +33 (0)5 57 12 10 77

### International Cooperation Team

#### Head of International Cooperation Office
Irina Simion  
**Email:** Irina.Simion@u-bordeaux-montaigne.fr  
**Phone:** +33 (0)5 57 12 20 98

#### International Cooperation Office
Morgane Louis  
**Email:** Morgane.Louis@u-bordeaux-montaigne.fr  
**Phone:** +33 (0)5 57 12 62 51

#### International Cooperation Officer
Ramatoulaye Kasse  
**Email:** ramatoulaye.kasse@u-bordeaux-montaigne.fr  
**Phone:** +33 (0)5 57 12 45 39

### Study Abroad Team

#### Head of Student Mobility Office
Ludovic Plachot  
**Email:** Ludovic.Plachot@u-bordeaux-montaigne.fr  
**Phone:** +33 (0)5 57 12 44 34

#### General Inquiries
**Email:** Relations.Internationales@u-bordeaux-montaigne.fr  
**Phone:** +33 (0)5 57 12 47 47

#### Incoming students
Corinne Valety  
**Email:** Corinne.Valety@u-bordeaux-montaigne.fr  
**Phone:** +33 (0)5 57 12 47 60

#### Outgoing students
Erwin Grange  
**Email:** erwin.grange@u-bordeaux-montaigne.fr  
**Phone:** +33 (0)5 57 12 46 74

#### Outgoing students
Christelle Duclau  
**Email:** Christelle.Duclau@u-bordeaux-montaigne.fr  
**Phone:** +33 (0)5 57 12 46 74

### Transcript of records request (exchange students only)
Camille Embarek  
**Email:** Camille.Embarek@u-bordeaux-montaigne.fr  
**Phone:** +33 (0)5 57 12 47 47

### Housing
David Cazenave  
**Email:** David.Cazenave@u-bordeaux-montaigne.fr  
**Phone:** +33 (0)5 57 12 21 06
Information for incoming exchange students

Courses

Modules Offer: [www.u-bordeaux-montaigne.fr/fr/formations/offre-de-formation.html](http://www.u-bordeaux-montaigne.fr/fr/formations/offre-de-formation.html)

Courses options:

→ All courses included in the Agreement with your University of origin
→ « Licence professionnelle », et « master MEEF » are excluded
→ Some courses need a specific background or are with restricted access (ie: Design, Musicology...) (for these specific conditions, please contact us) relations-internationales@u-bordeaux-montaigne.fr

Courses of French Language and civilization at the DEFLE

Courses are subjected to fees except for specific bilateral agreements:

- Day classes
- Evening classes
- Summer school

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 at defle@u-bordeaux-montaigne.fr.

Language used for lectures and seminars: French except for languages fields

Level of French Language required to attend lectures/seminars: B2

No proof of French language is required. However, as almost all lectures are taught in French, we strongly recommend students to have at least a level B2, according to the Common European Frame of Reference for languages (CEFR).

HOUSING

Not guaranteed.

Online application:

Disabled students can contact Violaine Lafourcade or Pauline Pinto (Pôle handicap) for advice before or in the early stages of their application.

violaine.lafourcade@u-bordeaux-montaigne.fr
pauline.pinto@u-bordeaux-montaigne.fr
Application Procedure

NON UE STUDENTS & FREE MOVERS

1. Deadlines for Nomination

incomingstudents@u-bordeaux-montaigne.fr

First semester : March 31st
Second semester : October 31st

2. Online enrolment

https://montaigne.moveonfr.com/form/56ea7c74ef189d197d000000/eng

First semester : March 31st
Second semester : October 31st

CEF CAMPUS FRANCE procedure

31st of January of the previous academic year

2. Delivery of paper files (By regular post)

Direction des Relations Internationales
Pôle Mobilité – Candidatures entrantes
Université Bordeaux Montaigne
Domaine Universitaire, esplanade des Antilles
33607 PESSAC CEDEX FRANCE

First semester : March 31st
Second semester : October 31st

• 1 passport-size photo
• Copy of passport or national ID card
• Certificate of Health Insurance (European Health Insurance Card) available for the entirety of your stay in France.
  For NON UE students: You will have to pay “la sécurité sociale étudiante” upon arrival, (fees for 2016 : 215 €)
• A COPY of your Learning Agreement with choices of courses (signed only after arrival and confirmation)

UE STUDENTS

First semester : May 31st
Second semester : November 15th

First semester : May 31st
Second semester : November 15th

First semester : May 31st
Second semester : November 15th