

## UNIVERSITE BORDEAUX MONTAIGNE

### Calendar for Incoming Students

#### Deadlines for Enrolment in an Exchange Program 2022-23

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

#### INCOMING STUDENTS CONTACT PERSONS

<b>Irina SIMION, director of international relations</b>	
<b>Sophie LESPE, head of mobility office</b>	<a href="mailto:sophie.lespes@u-bordeaux-montaigne.fr">sophie.lespes@u-bordeaux-montaigne.fr</a>
<b>Amandine BONNET JEAN-BAPTISTE, international officer</b>	<a href="mailto:incomingstudents@u-bordeaux-montaigne.fr">incomingstudents@u-bordeaux-montaigne.fr</a>
<b>Corinne VALETY, international officer</b>	<a href="mailto:incomingstudents@u-bordeaux-montaigne.fr">incomingstudents@u-bordeaux-montaigne.fr</a>
<b>David CAZENAVE, international officer, university housing</b>	<a href="mailto:david.cazenave@u-bordeaux-montaigne.fr">david.cazenave@u-bordeaux-montaigne.fr</a>

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

#### LECTURE PERIOD (PROVISIONAL CALENDAR TO BE CONFIRMED)

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>

<b>Semester 1: From September 2022 to December 2022</b>	<i>To be confirmed</i>
<b>Semester 2: From January to May 2023</b>	

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

**Semester 1 : both students and university will receive the transcripts of records by February/March**

**Full Year and Semester 2 : both students and university will receive the transcripts of records by July**

#### COURSE INFORMATION :

<https://www.u-bordeaux-montaigne.fr/fr/formations/offre-de-formation-2022-2026.html>

#### Restrictions :

- Exchange students should mainly choose their courses within the agreed field of study, only "Licence" and "Master" (at least 50%)
- **Some programs are not opened to incoming students or have special requirements**
- A **B1 level** in French is highly recommended **for ERASMUS students**;
- A **B2 level** in French is requested **for non-european students**, and a **C1 level** in French is requested for **Master programs**.

#### Accommodation (CROUS) :

**Website :** <https://www.crous-bordeaux.fr/international/demander-un-logement/>

**Caution:** we are offering a very few number of accommodations. We strongly advise students to look for private accommodation before their arrival.

## SEPTEMBER 2022 STARTERS : SEMESTER 1

<b>Procedures</b>	<b>Non-European Programs (except Switzerland)</b> Partner universities whose country is under the "Etudes en France " procedure <a href="http://www.campusfrance.org/en/page/a-country-using-cef-procedure">http://www.campusfrance.org/en/page/a-country-using-cef-procedure</a> <b>Free Mover (worldwide)</b>	<b>Erasmus +, UK, Switzerland, Turkey and double degree programs</b>
<b><u>NOMINATION OF SELECTED STUDENTS BY PARTNER UNIVERSITIES:</u></b> <a href="https://montaigne.moveonfr.com/form/620a312f1a74e4109168b123/eng">https://montaigne.moveonfr.com/form/620a312f1a74e4109168b123/eng</a>		
	<b>From 17/02/2022 to 31/03/2022</b>	<b>From 17/02/2022 to 15/05/2022</b>
<b><u>ONLINE APPLICATION PROCEDURE FOR STUDENTS</u></b> <b>on the Bordeaux Montaigne website (opening date: March 1<sup>st</sup>)</b> <a href="https://montaigne.moveonfr.com/form/56ea7c74ef189d197d000000/eng">https://montaigne.moveonfr.com/form/56ea7c74ef189d197d000000/eng</a>		
Please, upload the following documents: <ul style="list-style-type: none"> <li>• 1 ID photo</li> <li>• 1 photocopy of ID (passport or identity card)</li> <li>• Proof of French language proficiency</li> <li>• a certificate of health insurance for the entire period of the exchange :             <ul style="list-style-type: none"> <li>○ Europe *: European health insurance card</li> <li>○ Québec *: "formulaire SE 401-Q-106"</li> <li>○ NON -EU students will be required to register for the French Health Insurance upon arrival (for free on the following website: <a href="http://etudiant-etranger.ameli.fr">etudiant-etranger.ameli.fr</a>)</li> </ul> </li> </ul> (*Δ caution : enrolment will not be carried out without these documents)	<b>From 1/03/2022 to 15/04/2022</b>	<b>From 1/03/2022 to 31/05/2022</b>
<b>ERASMUS STUDENTS ONLY</b> <b>OLA ERASMUS Dashboard :</b> <a href="https://learning-agreement.eu/">https://learning-agreement.eu/</a> Find your coordinator in the list and complete the relevant parts of your OLA		<b>Before 31/05/2022</b>
<b>DEFLE STUDENTS</b> For the students nominated at the DEFLE department for the whole year, and wishing to incorporate academic classes during the 1st semester: the B2 Level in French language will be requested. This transfer should be submitted for approval by the student to the DEFLE department.	<b>Deadline for semester 1 academic courses request:</b> <b>Before 30/11/2022</b>	
<b>REQUEST FOR EXTENSION OF STAY</b>	<b>Before 16/11/2022</b>	
<b>SENDING OF THE ACCEPTANCE LETTER</b>		
Non-European countries : to the student by e-mail	<b>April to May 2022</b>	
European countries : to the student by e-mail	<b>July 2022</b>	
Contact with students through email to make an appointment for enrolment at Bordeaux Montaigne	<b>End of August – beginning of September 2022</b>	
Orientation day for exchange students	<b>Beginning of September - To be confirmed</b>	
University discovery workshops and tour	<b>Beginning of September - To be confirmed</b>	
Administrative enrolment and selection of courses	<b>Beginning of September - To be confirmed</b>	

## January 2023 starters : Semester 2

<b>Procedures</b>	<p><b>Non-European Programs</b> Partner universities whose country is under the CEF procedure (<a href="http://www.campusfrance.org/en/page/a-country-using-cef-procedure">http://www.campusfrance.org/en/page/a-country-using-cef-procedure</a>)</p> <p><b>Free Mover (worldwide)</b></p>	<p><b>Erasmus + , UK, Switzerland and double degree programs</b></p>
<p><b><u>NOMINATION OF SELECTED STUDENTS BY PARTNER UNIVERSITIES:</u></b>  <a href="https://montaigne.moveonfr.com/form/620a312f1a74e4109168b123/eng">https://montaigne.moveonfr.com/form/620a312f1a74e4109168b123/eng</a></p> <p><b><u>STUDENTS: ONLINE APPLICATION PROCEDURE FOR STUDENTS ON THE BORDEAUX MONTAIGNE WEBSITE</u></b>  <b>(opening date : October 3rd):</b>  <a href="https://montaigne.moveonfr.com/form/56ea7c74ef189d197d000000/eng">https://montaigne.moveonfr.com/form/56ea7c74ef189d197d000000/eng</a></p>		
<p>Students, Please upload the following documents:</p> <ul style="list-style-type: none"> <li>• 1 ID photo</li> <li>• 1 photocopy of ID (passport or identity card)</li> <li>• a certificate of health insurance for the entire period of the exchange : <ul style="list-style-type: none"> <li>○ Europe* : European health insurance card</li> <li>○ Québec* : "formulaire SE 401-Q-106"</li> <li>○ NON-EU students will be required to register for the French Health Insurance upon arrival (for free on the following website: <a href="http://etudiant-etranger.ameli.fr">etudiant-etranger.ameli.fr</a>)</li> </ul> </li> </ul> <p>(* caution : enrolment will not be carried out without these documents)</p>	<p><b>From 3/10/2022 to 31/10/2022</b></p>	<p><b>From 3/10/2022 to 15/11/2022</b></p>
<p style="text-align: center;"><b>ERASMUS STUDENTS ONLY</b></p> <p><b>OLA ERASMUS Dashboard :</b>  <a href="https://learning-agreement.eu/">https://learning-agreement.eu/</a>  Find your coordinator and complete the relevant parts of your OLA</p>		
<b>Sending of the acceptance letter</b>		
Non-European countries : to the University	<b>November 2022</b>	
European countries : to the student by email		<b>December 2022</b>
Contact with students through email to make an appointment for enrolment at Bordeaux Montaigne	<b>End of December 2022 – beginning of January 2023</b>	
Orientation day for exchange students	<b><i>Beginning of January 2023 - To be confirmed</i></b>	
University discovery tour	<b><i>Beginning of January 2023 - To be confirmed</i></b>	
Administrative enrolment and selection of courses	<b><i>Beginning of January - To be confirmed</i></b>	