

From: Brigitte MEILLEROUX [mailto:Brigitte.MEILLEROUX@univ-bpclermont.fr]

Subject: application procedure Blaise Pascal University

Dear partner institutions,

We are sending useful information for incoming exchange students for 2016-2017 academic year.

APPLICATION AND CONTRACT OF STUDIES

Incoming students selected should submit an online application through the following links :

- <http://www.univ-bpclermont.fr/article68.html> **in french**

- <http://www.univ-bpclermont.fr/article873.html> **in english**

The application form should then be printed, signed by the coordinator of the home university and sent by post with the contract of studies duly completed **before 31st May**.

If student has choose the IBF programme in Vichy, he must follow the previous online procedure and also contact Julien DUBREUIL (j_dubreuil@vichy-valallier.fr) the secretary of this programme.

In order to know detailed information about courses dates, study catalogue... you are most welcome to consult each faculty's website. Furthermore, we draw your attention to the fact that students will be asked to choose entire UE (unité d'enseignement) as part of their study programme. These are clearly indicated in the list of courses on offer available on line from the university website. In general one UE amounts to 5 or 10 ECTS credits and students are not allowed to take more than 30 credits per semester.

HOUSING

If some of your students want to be lodged in our Halls of Residence and if they are eligible, they must complete the reservation form online. Please note that contracts for campus accommodation are based on registration dates and it is not possible to change the dates. Once the student have accepted the room offer, it is not possible to amend the contract.

FRENCH LANGUAGE

An adequate knowledge of the French language is required as classes at UBP are mainly taught in French.

UBP offers 5 hours of French language classes per week free of charge for all Erasmus students (see details in the attached document).

Other students do not have the option to attend the free French courses. However, paid courses are available (see : <http://www.univ-bpclermont.fr/article7.html>).

Intensive summer courses are also available. Informations can be found on the web: <http://www.univ-bpclermont.fr/rubrique127.html>

All information are presented in the attached FLEURA leaflet

DATES

Please note that the university timetable for 2016/2017 will be available for consultation as from 12th June on our website and that **deadline for student arrival is 30th September**. Beyond that date, students will be not admitted.

We have enclosed our information sheet, a presentation about our “Meet and Greet” programme.

A welcome/informative session will be organized in September. Notice on the date, time and place of this meeting will be sent by mail to all Erasmus accepted students before their departure.

For more details, please do not hesitate to contact Brigitte.MEILLEROUX@univ-bpclermont.fr

Yours sincerely,

Stéphanie LAMAISON

Responsable du Service des Relations Internationales

Université Blaise Pascal

34 avenue Carnot

63006 Clermont-Ferrand

FRANCE