

From: cindy [mailto:cindy.albinski@univ-amu.fr] **On Behalf Of** erasmus-in-humanities2@univ-amu.fr

Dear Partners,

We will be more than happy to receive and welcome your students at the University of Aix-Marseille according to the renewed bilateral agreements.

With this message we would like to inform you about our application procedure for Humanities students who wish to come and spend an academic period at our University during the academic year 2016-2017.

Deadlines for 2016-2017 (Humanities)

❖ **First semester and full academic year (studies starting in September):**

➤ Application deadline : **May 31st 2016**

❖ **Second semester only (studies starting in January):**

➤ Application deadline : **October 31st 2016**

Late applications will **NOT** be considered.

Application

The University of Aix-Marseille has an **on-line application form** for incoming exchange students. The form can be accessed at: <https://moveonline.univ-amu.fr/moveonline/incoming>

Students will be contacted individually via email, explaining what they need to do to apply, knowing that along with their printed and signed on-line application form, they will have to send us the following documents:

- learning agreement signed
- 2 ID photos
- A copy of an ID document (ID card or passport)
- A copy of their European health insurance card regarding the period of their stay at our University
- A proof of French proficiency certifying a B1 level, or an official letter from a teacher of French at your University

Please note that any application form sent without prior communication from

the student's home university **will not be considered**.

Once we have checked the application forms with prior data sent by our partners, students will receive another email confirming their acceptance at Aix-Marseille University along with useful information about their future stay here.

Academic year and semesters

Please be aware of the fact that our academic year starts in September and ends in May. Therefore, please note that **our semesters are only 4 months long**. Consequently, we will **not** sign any documents to students stating that they stayed for longer than the duration of an academic semester/year.

Housing

If students wish to apply for a room on the university's campus, they need to specify it by ticking the appropriate box on the application form (there is no other form for housing). You will find more information about it as well as about private accommodation on our website.

Please note that one semester accommodation (especially semester 1) at Aix-Marseille University is in very short supply and not all students can be housed in University-managed accommodation : thus, **priority is given to annual students**. If you are sending students for one semester only, please **try to balance the number of students** between semester 1 and semester 2, otherwise we will not be able to offer them any accommodation and they will need to find a private one on their own.

Language requirements

Please note that we expect your students to have a **good knowledge of French (minimum B1 level)**. They will be expected to follow lectures, to complete course work and to take examinations.

Non-EU status

If you are planning to send any students who have non-EU status, please make sure their passport and visa are effective.

Should you have any other queries please do not hesitate to contact us **(for Humanities students only)**:

- Cindy ALBINSKI : Erasmus-in-humanities2@univ-amu.fr (UK, Ireland, Germany, Cyprus, Greece, Portugal)
- Elisabeth DREYER : Erasmus-in-humanities1@univ-amu.fr (all the other European partners)

We look forward to continuing our fruitful cooperation.
Kind regards,