



ERASMUS+INCOMING - 2018-19

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F MONTPEL03

I. Linguistic Requirements at UPVM

Required level of French: at least **level B1** as defined by the Common European Framework of Reference for Languages (CEFR – p. 25 to p. 28):
www.coe.int/t/dg4/linguistic/source/framework_fr.pdf

A level B2 is strongly recommended, particularly for students willing to study in Master level courses.

You must send the following documents by email (attachments) as soon as possible or submit the document during the online application (MoveOn) :

- The **results of a recognized French certification**, such as DELF/DALF (<http://www.ciep.fr/delf-dalf>) or the TCF (Test de Connaissance du Français: <http://ciep.fr/tcf/>)

OR

- The **Level certificate of French** that you can find attached (“Attestation de Langue Française B1”), filled and signed by a French teacher of your university.

IMPORTANT: the acceptance as Erasmus student at the Université Paul-Valéry Montpellier 3 is conditioned by this linguistic requirement.

II. Registration procedure and “Application Form”

- You must :

1 / Register Online on our university website:

<https://paulvalery.moveon4.de/form/5aa68e7f84fb96f828894f74/eng>

The Online registration deadline :

- **15th May** for the 1st semester (arrival in September)
- **15th October** for the 2nd semester (arrival in January)

2/ Then, you have to send :

- The **Application Form** should be **completed** on-line, printed, **stamped and signed** by the home university
- Learning Agreement** completed (with codes et titres des cours and signed by the home University)
- The **student file** « **inscription administrative 2018-19** » completed and signed (document sent by the Erasmus office as attached document)
- 2 passport **photos**
- Copy of your **passeport** or your **ID card**
- Transcript of records of the last year** in your home university
- Copy of your **medical insurance**:
 - European Health Insurance Card (EHIC / CEAM) *valid for the duration of your mobility*,
 - Or a private health insurance which is **universal** (which includes ALL medical procedures, hospitalization, physical, psychological ...) and **unlimited** (without financial limit).
 - In other cases : please contact us by e-mail : erasmus-in@univ-montp3.fr

to the following address:

Université Paul-Valéry Montpellier 3
DRIF - Bureau Erasmus+ - I 03
Route de Mende
34199 Montpellier cedex 5
France

The deadline for receiving the registration documents:

- **15th June** for the 1st semester (arrival in September)
- **30th October** for the 2nd semester (arrival in January)

III Pedagogy / Learning Agreement

A. Conditions of access to courses year and information:

1/ Free access for the courses, based on the number of available places, **in Licence** (from 1st year to 3rd year).

Access with permission of the head of the Master: Master 1st year and Master 2nd year.

2 / Attention, access are not allowed:

- All training modules (with « stage » / “mémoire”),
- Licences and Masters “professionnels”,
- Training courses for competition preparation (« formation de préparation aux concours »),
- **Language courses: Prohibition on following your native language courses of the Licence 1st year.**
- Same language in option **minor or major.**

3 / Reserved or limited access:

- **Field of Information Communication:** access only for students on Erasmus + agreements with the department of “Information Communication” (ITIC).
- **Field of “Cinéma” :**
 - **Free access** - depending on availability – in L1 and L2
 - **Access reserved only for students on Erasmus + agreements with the department of “Cinéma” in L3 and M1.**

4 / Translation courses at Université Paul-Valéry Montpellier: only from French to other language and from the other language to French.

B. Learning Agreement

- **This document must be sent with the Application Form (before the 15th June for S1 and before the 30th October for S2)**
- This document must be **signed by the home university and by the Erasmus student**
- The list of courses must be established by the home university.

- **Important:** You must choose **75% of the ECTS in the department with which the Erasmus agreement is signed.** They may choose the rest of ECTS as optional courses in other departments of the University.

Incoming students can find **information on courses and the ECTS program** on our website:

Bachelor's degree : <http://scuio.univ-montp3.fr/index.php/licence>

Master : <http://scuio.univ-montp3.fr/index.php/master>

6 UFR (Unités de Formations et de Recherche = Faculties) and 1 Institute :

URF 1: Literature (modern, classical), Arts (cinema, theater, Fine Arts), Music, Philosophy, Psychoanalysis,
www.univ-montp3.fr/ufr1/

UFR 2: Langues et Cultures étrangères et régionales (LLCER / LEA / CLER): Studies in English, Arabic and Hebrew, Chinese, German, Hispanic and Hispanic American (Spanish, Catalan), Italian, Neo-Hellenic, Occitan, Portuguese, Brazilian, Slavic, ...
<http://ufr2.univ-montp3.fr/>

Faculté des Sciences humaines et sciences de l'environnement (UFR 3): Geography, History of Art - Archeology, History
<http://ufr3.univ-montp3.fr/>

Faculté des Sciences sociales, des organisations et des Institutions (UFR 4): AES
<http://ufr4.univ-montp3.fr/>

Faculté des Sciences du sujet et de la société (UFR 5): Psychology, Sociology, Ethnology, Health and Social Sciences.
<http://ufr5.univ-montp3.fr/index.php/departements>

Faculté d'Education et sciences pour les LLASHS (Lettres Langues Arts Sciences Humaines et Sociales - UFR 6): Educational Sciences and Applied Mathematics and Computer Science
<http://ufr6.univ-montp3.fr/>

Institut des Technosciences de l'Information et de la Communication (ITIC): Languages Sciences, Information/Communication, Info/Documentation.
<http://itic.univ-montp3.fr/>

C. Other pedagogical information:

French Language Courses : Classes in French as a foreign language are provided by the Institut d'Etudes Françaises pour Etranger (IEFE). For further information about fees and courses contact: <http://iefe.univ-montp3.fr/>

IV Academic year

Our academic year is divided into two semesters. The calendar for 2018-2019 would be made available shortly on our website: www.univ-montp3.fr/

1st semester (Winter): from the beginning of September to the end of December

2nd Semester (Spring): from the beginning of January to the end of May

Arrival deadline : No later than 1 week after the beginning of classes for each semester (**exams registration will be technically impossible after this deadline**).

V. Accommodation (Housing)

- **UNIVERSITY ACCOMMODATION: according to the possibilities.** The demand (enclosed in the email “logterasmus18-19”) must be returned before 15 June at the latest (for semester 1) and before 15 October (for semester 2) : erasmus-in@univ-montp3.fr

Applying for a room in a hall of residence **does not mean** that the students can obtain it. They will be told whether rooms are available **by 30th June at the latest.**

By accepting accommodation in a hall of residence, you commit at least for 1 semester (September to December / January to June). It is impossible to leave the “university accommodation” during the semester. You therefore agree to pay:

- **the rent for the whole period of their mobility, semester or full year** ((prices range from 175 to 400 euros/month).
- A housing insurance.

- **PRIVATE ACCOMMODATION: see document inclosed “logement privé 1819”**

Procedures calendar:

Action	Deadline	How
Registration on line : https://paulvalery.moveon4.de/locallogin/5661532d83fb96715bc6feff/eng + results of a recognized French certification or French level certificate/attestation (B1)	<u>1st semester</u> : 15 May <u>2nd semester</u> : 15 October	Online
The Erasmus Office will send you your Letter of Acceptance		
Send the completed registration documents: - See on page 2	Receipt by the Erasmus Office at the latest : <u>1^{er} semester</u> : 15 June <u>2nd semester</u> : 30 October	Postal mail (address page 2)
Application form for accommodation: See document inclosed : « logterasmus18-19 »	<u>1st semester</u> : 15 June <u>2nd semester</u> : 30 October	Email or postal mail