

## UNIVERSITE BORDEAUX MONTAIGNE

### CALENDAR FOR INCOMING STUDENTS – 2024/2025

<b>ERASMUS ID Code</b>	F BORDEAU03
<b>International Office address</b>	Université Bordeaux Montaigne Domaine universitaire Direction des relations internationales 33607 Pessac Cedex - France
<b>Contact us:</b>	
<ul style="list-style-type: none"> <li>Sophie LESPES, Head of student mobility office <a href="mailto:sophie.lespes@u-bordeaux-montaigne.fr">sophie.lespes@u-bordeaux-montaigne.fr</a></li> <li>Julia TREUBEL and Corinne VALETY, international officers <a href="mailto:incomingstudents@u-bordeaux-montaigne.fr">incomingstudents@u-bordeaux-montaigne.fr</a></li> <li>David CAZENAVE, international officer, university housing <a href="mailto:david.cazenave@u-bordeaux-montaigne.fr">david.cazenave@u-bordeaux-montaigne.fr</a></li> </ul>	
Website: <a href="https://www.u-bordeaux-montaigne.fr/en/study/application/exchange-program.html">https://www.u-bordeaux-montaigne.fr/en/study/application/exchange-program.html</a>	
<ul style="list-style-type: none"> <li>Ines FRIGHETTO, International welcome desk officer (support on any question related to daily life): <a href="mailto:intl-welcome-desk@u-bordeaux-montaigne.fr">intl-welcome-desk@u-bordeaux-montaigne.fr</a></li> </ul>	

### LECTURE PERIOD AND EXAMINATIONS

- Semester 1  
September 9 (To be confirmed); Transcripts of records: March 2025
  - Semester 2  
January 13 (To be confirmed); Transcripts of records: by July 2025  
Please note that full-year students will receive the transcripts of records by July.  
Examinations take place throughout the semester as part of continuous assessment and before the end of each semester.
- 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>

### COURSES

- Exchange students should mainly choose their courses within the agreed field of study, only “Licence” and “Master” (at least 50%)** [https://www.u-bordeaux-montaigne.fr/fr/international/mobilite-internationale/vous-etes-etudiant/etudiant\\_etranger\\_en\\_mobilite\\_sur\\_programme/organiser-votre-sejour.html](https://www.u-bordeaux-montaigne.fr/fr/international/mobilite-internationale/vous-etes-etudiant/etudiant_etranger_en_mobilite_sur_programme/organiser-votre-sejour.html)  
A few programs are not opened to incoming students or have special requirements. Please follow the instructions carefully. **MOST COURSES ARE TAUGHT IN FRENCH.**
- ERASMUS+ student: a minimum of B1 level in French is required.
- NON ERASMUS+ student: B2 level is mandatory  
**Before nomination, please check your cooperation agreement with Bordeaux Montaigne University**

### ACCOMMODATION – 1<sup>st</sup> Semester and full academic year

#### **CROUS: (student residences)**

Step 1 : Students must register on :

<https://www.messervices.etudiant.gouv.fr/envole/enregistrement>

Step 2 : Students must confirm their request (1st semester and full academic year-**before June 7-** to [david.cazenave@u-bordeaux-montaigne.fr](mailto:david.cazenave@u-bordeaux-montaigne.fr)

*Caution:* we are offering a very few numbers of accommodations. We strongly advise students to look for private accommodation before their arrival. Many tips on this link: <https://etu.u-bordeaux-montaigne.fr/fr/vie-de-campus/vie-pratique/logement.html>

## 1<sup>ST</sup> SEMESTER AND FULL ACADEMIC YEAR

<b>Procedure</b>	<b>Non-European Programs</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>Erasmus +, UK, Switzerland and double-degree programs</b>
<b>Nomination of selected students by partner universities:</b> <a href="https://montaigne.moveonfr.com/form/65c0d539de882c700b0b8a3b/eng">https://montaigne.moveonfr.com/form/65c0d539de882c700b0b8a3b/eng</a>	From Friday 1 March to Sunday 31 March	From Friday 1 March to Wednesday 15 May
<b>Online application procedure for students:</b> Once the nominations have been processed by Student Mobility Office, students receive an email with the login details that are required for the online application  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> </ul> Proof of French language proficiency (only non-European Program) <ul style="list-style-type: none"> <li>• a certificate of health insurance for the entire period of the exchange:                         <ul style="list-style-type: none"> <li>○ European health insurance card/GHIC</li> <li>○ Québec *: "formulaire SE 401-Q-106"</li> </ul> </li> </ul> NON -EU students will be required to register for the French Health Insurance upon arrival (for free on the following website: <a href="https://etudiant-etranger.ameli.fr">https://etudiant-etranger.ameli.fr</a> (*Δ caution : enrolment will not be carried out without these documents)	Until Monday 15 April	Until Friday 31 May
<p style="text-align: center;"><b>DEFLE STUDENTS</b></p> For the students nominated at the DEFLE department for the whole year, and wishing to join regular classes during the 2nd semester: the <b>B2 Level</b> in French language will be requested. This transfer should be submitted for approval by the student to the DEFLE department.	Apply for joining "regular" courses: before Friday 29 November	
<b>SENDING THE ACCEPTANCE LETTER</b>	April to May 2024	July 2024
<b>Orientation day for exchange students</b>	Thursday 5 September	
<b>Courses enrollment workshop</b>	Friday 6 September	
<b>Administrative enrolment and selection of courses</b>	From Monday 9 September to Monday 30 September	