

# INFORMATION SHEET

*For incoming selected students & partner universities*

## UNIVERSITY INFORMATION

<b>Name of the University</b>	Université Bordeaux Montaigne (UBM)
<b>ERASMUS Code</b>	F BORDEAU03
<b>PIC Code</b>	996836312
<b>Head of Institution</b>	Pr. Hélène VELASCO-GRACIET
<b>Website</b>	<a href="http://www.u-bordeaux-montaigne.fr/fr/index.html">http://www.u-bordeaux-montaigne.fr/fr/index.html</a>
<b>Academic Calendar</b>	<a href="http://www.u-bordeaux-montaigne.fr/fr/universite/calendrier_de_l_annee.html">http://www.u-bordeaux-montaigne.fr/fr/universite/calendrier_de_l_annee.html</a>
<b>Courses Overview</b>	<a href="http://www.u-bordeaux-montaigne.fr/fr/formations/offre-de-formation-2016-2020.html">http://www.u-bordeaux-montaigne.fr/fr/formations/offre-de-formation-2016-2020.html</a>

## INTERNATIONAL OFFICE INFORMATION

*General Information*

<b>Name of the Office</b>	Direction des Relations Internationales (DRI)
<b>Address</b>	Direction des Relations Internationales Université Bordeaux Montaigne Domaine Universitaire Esplanade des Antilles 33607 PESSAC CEDEX FRANCE
<b>Phone</b>	+33 (0)5 57 12 47 47
<b>Fax</b>	+33(0)5 57 12 45 70
<b>Email</b>	Relations-internationales@u-bordeaux-montaigne.fr
<b>Website</b>	<a href="https://www.u-bordeaux-montaigne.fr/fr/international/mobilite-internationale/vous-etes-etudiant/etudiant_etranger_en_mobilite_sur_programme.html">https://www.u-bordeaux-montaigne.fr/fr/international/mobilite-internationale/vous-etes-etudiant/etudiant_etranger_en_mobilite_sur_programme.html</a>



*Staff Information*

<b>Vice President Delegated to International Affairs</b>	Prof. Kim Sang ONG VAN CUNG Email: kim-sang.ong-van-cung@u-bordeaux-montaigne.fr Phone: +33 (0)5 57 12 47 22
<b>Director of International Relations</b>	Irina Simion Email: irina.simion@u-bordeaux-montaigne.fr Phone : +33 (0)5 57 12 20 98
<b>Head of Financial and Administrative Office</b>	Anna Karin Boberg Email: anna-karin.boberg@u-bordeaux-montaigne.fr Phone: +33 (0)5 57 12 45 39
<b>Financial and Administrative Officer</b>	Catherine GIMENEZ Email: Catherine.Gimenez@u-bordeaux-montaigne.fr Phone: +33 (0)5 57 12 60 22
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<b>INTERNATIONAL COOPERATION TEAM</b>	
cooperation-internationale@u-bordeaux-montaigne.fr	
<b>International Cooperation Officer (Europe)</b>	Alessandra Marano Email : alessandra.marano@u-bordeaux-montaigne.fr Phone : +33 (0)5 57 12 62 51
<b>International Cooperation Officer (America and Africa)</b>	Delphine Michel Email: delphine.michel@u-bordeaux-montaigne.fr Phone : +33 (0)5 57 12 21 77
<b>International Cooperation Officer (Asia, Oceania Russia)</b>	Claire Levacher Email: claire.levacher@u-bordeaux-montaigne.fr Phone : +33 (0)5 57 12 45 39
<b>STUDY ABROAD TEAM</b>	
studentmobility@u.bordeaux.montaigne.fr	
<b>General Inquiries</b>	Email: studentmobility@u-bordeaux-montaigne.fr Fax + 33 (0)5 57 12 45 70
<b>Head of Student Mobility Office</b>	Antoine Borderie Email: antoine.borderie@u-bordeaux-montaigne.fr Phone: +33 (0)5 57 12 44 34
<b>Incoming students Officer</b>	Corinne Valety Email: corinne.valety@u-bordeaux-montaigne.fr Phone: +33 (0)5 57 12 47 60
<b>Outgoing students Officer</b>	Manon Villanova Email: manon.villanova@u-bordeaux-montaigne.fr Phone : +33 (0)5 57 12 46 74




Université  
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MONTAIGNE**

<b>Outgoing students Officer</b>	Erwin Grange Email: <a href="mailto:erwin.grange@u-bordeaux-montaigne.fr">erwin.grange@u-bordeaux-montaigne.fr</a> Phone : +33 (0)5 57 12 60 21
<b>Incoming students Officer</b> <i>Transcript of records request (exchange students only)</i>	Marie Lassalle Email: <a href="mailto:marie.lassalle@u-bordeaux-montaigne.fr">marie.lassalle@u-bordeaux-montaigne.fr</a> Phone : +33 (0)5 57 12 47 47
<b>Financial and Administrative Officer</b> <i>Accommodation referent</i>	David Cazenave Email: <a href="mailto:david.cazenave@u-bordeaux-montaigne.fr">david.cazenave@u-bordeaux-montaigne.fr</a> Phone : +33 (0)5 57 12 21 06

## INFORMATION FOR INCOMING EXCHANGE STUDENTS

<b>COURSES</b>													
<b>Modules Offer</b>	<a href="http://www.u-bordeaux-montaigne.fr/fr/formations/offre-de-formation-2016-2020.html">http://www.u-bordeaux-montaigne.fr/fr/formations/offre-de-formation-2016-2020.html</a>												
<b>Courses options:</b>	All courses included in the Agreement with your Home University												
	Some courses are excluded (i.e « Licence professionnelle », « master MEEF »...), need a specific background or are with restricted access												
	To attend some specific courses, students might be required additional skills. For further information, please send an email to: <a href="mailto:studentmobility@u-bordeaux-montaigne.fr">studentmobility@u-bordeaux-montaigne.fr</a>												
<b>Language of teaching</b>	French												
<b>Required French Level to attend lectures/ seminars (First cycle):</b>	B1 (Erasmus) - B2 (Non Erasmus)												
<b>Grading system</b>	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">18-20/20</td> <td>Excellent</td> </tr> <tr> <td>16/20</td> <td>Very good</td> </tr> <tr> <td>14/20</td> <td>Good</td> </tr> <tr> <td>12/20</td> <td>Satisfactory</td> </tr> <tr> <td>10/20</td> <td>Sufficient</td> </tr> <tr> <td>Under 10/20</td> <td>Failure</td> </tr> </table>	18-20/20	Excellent	16/20	Very good	14/20	Good	12/20	Satisfactory	10/20	Sufficient	Under 10/20	Failure
18-20/20	Excellent												
16/20	Very good												
14/20	Good												
12/20	Satisfactory												
10/20	Sufficient												
Under 10/20	Failure												

DEFLE COURSES	
Modules Offer	<a href="http://defle.u-bordeaux-montaigne.fr/fr/index.html">http://defle.u-bordeaux-montaigne.fr/fr/index.html</a>
Courses options:	Courses are subjected to fees except for specific bilateral agreement.
	<ul style="list-style-type: none"> <li>- Day classes</li> <li>- Evening classes</li> <li>- Summer schools</li> </ul>
	There will be a French placement test to determine your French level before the DEFLE classes begin.

Contact for the test dates  [defle@u-bordeaux-montaigne.fr](mailto:defle@u-bordeaux-montaigne.fr)

## APPLICATION PROCESS

	NONE EU STUDENTS AND FREE MOVERS	EU STUDENTS
<b>Deadlines for Nomination</b> <i>incomingstudents@u-bordeaux-montaigne.fr</i>	<b>First term:</b> March 31st <b>Second term:</b> October 31st	<b>First term:</b> May 15th <b>Second term:</b> November 15th
<b>Online Enrolment</b>	<b>First term:</b> April 15th <b>Second term:</b> October 31st	<b>First term:</b> May 31st <b>Second term:</b> November 15th
<b>CEF CAMPUS FRANCE procedure</b>	31st of January of the previous academic year	

### DOCUMENTS REQUIRED:

- 1 passport-size photo
- Passport or national ID card photocopy
- Certificate of Health Insurance (European Health Insurance Card)  
*Valid for your whole stay in France*
- **NON-EU students** will be required to register for the French Health Insurance upon arrival (for free on the following website: [etudiant-etranger.ameli.fr](http://etudiant-etranger.ameli.fr))
- Learning Agreement with choices of courses (duly completed, signed by your home university, and stamped)

## ACCOMMODATION

Accommodation application online (not guaranteed): **Before May 31<sup>st</sup>**. For further information: <http://www.crous-bordeaux.fr/international/les-etapes-pour-effectuer-votre-demande/>

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