

INFORMATION SHEET

INCOMING STUDENTS

ACADEMIC YEAR

2025/2026



ERASMUS + COORDINATORS		PARTNERSHIP COORDINATOR	INSTITUTIONAL ERASMUS CODE
ERASMUS+: Charlotte CASON +33 479 759 160 erasmus@univ-smb.fr	ERASMUS+ MIC/KA171: Dominique CUCCOLO +33 479 759 137 erasmus@univ-smb.fr	COORDINATOR: Sandra STADNICZUK +33 479 758 317 conventions.internationales@univ-smb.fr	F CHAMBER01

CONTACT FOR INCOMING EXCHANGE STUDENTS AT USMB	
CENTRAL INTERNATIONAL RELATION OFFICE WELCOME CENTRE Campus de Jacob - Building 14 18 rue Jean-Baptiste Richard BP 1104 - 73000 Jacob-Bellecombette	COORDINATOR OF INCOMING MOBILITY Karine SCRUTTON +33 479 758 570 https://www.univ-smb.fr/international/venir-a-luniversite/incoming.students@univ-smb.fr

GENERAL INFORMATION
SURVIVAL KIT available on https://www.univ-smb.fr/wp-content/uploads/2024/05/gb-survival-kit-2024-2025.pdf

ACADEMIC CALENDAR Full year or a semester	NOMINATION PROCEDURE & DEADLINES	APPLICATION PROCEDURE & DEADLINES
1st SEMESTER : Beginning of September to mid January	Link to nomination form: https://s2.sphinxonline.net/v4/s/NjV80m7rXv	Apply through the MoveOn link 1st SEMESTER OR FULL YEAR : From the middle of March to the end of April
2nd SEMESTER : Beginning of January to the end of May	1st SEMESTER OR FULL YEAR : Before the end of March 2nd SEMESTER : Before the end of October	2nd SEMESTER : From the middle of October to the middle of November

LIST OF COURSES	
TAUGHT IN FRENCH B2 level advised https://formations.univ-smb.fr/fr/index.html	TAUGHT IN ENGLISH B2 level required https://www.univ-smb.fr/international/venir-a-luniversite/formations-en-anglais/

HOUSING APPLICATION	INDUCTION PROGRAMME	FRENCH LANGUAGE COURSES	USMB STUDENT LIFE
Sent to the students after the acceptance letter. Allocation subject to availability. Chambéry & Bourget Annecy	INDUCTION WEEK last week of August INDUCTION DAY end of January Monthly event programme : https://www.univ-smb.fr/international/venir-a-luniversite/	Free for exchange students - 4 ECTS https://www.univ-smb.fr/accents/	The USMB student life and services : https://www.univ-smb.fr/espace-etudiant/

CONTACT IN CHARGE OF INTERNATIONAL RELATIONS IN OUR FACULTIES		
JACOB CAMPUS FD Faculty of Law Lucille FARCY +33 479 758 532 relations-internationales.fd@univ-smb.fr LLSH Litterature, languages and human sciences Marion ARNAUD +33 479 758 335 relations-internationales.llsh@univ-smb.fr IAE Institute of business administration Marta BORCHIO +33 479 758 558 international-chy.iae@univ-smb.fr	BOURGET CAMPUS IUT C Technical academic institute Agnès JACQUET +33 479 758 197 international.iut-chy@univ-smb.fr Polytech - Chambéry Polytechnical institute Florence TRUCHY +33 479 758 781 international.polytech@univ-smb.fr Sc&M Mountain and sciences Souhila SLIM +33 479 758 609 ri.scem@univ-smb.fr	ANNECY CAMPUS IUT A Technical academic institute Nadia BENZIANE +33 450 092 210 Jérémy MACHY +33 450 092 313 ilc-admin.iut-acy@univ-smb.fr Polytech - Annecy Polytechnical institute Catherine BROWNE +33 450 096 645 international.polytech@univ-smb.fr IAE Institute of business administration Hélène ZAYET +33 450 092 494 international-acy.iae@univ-smb.fr