UNIVERSITE CATHOLIQUE DE LILLE

IMPORTANT INFORMATION FOR EXCHANGE STUDENTS

2017-2018  Lille Campus
## I. GENERAL INFORMATION

<table>
<thead>
<tr>
<th>Location</th>
<th>Lille, France</th>
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</thead>
</table>
| Major Study Areas | Université Catholique de Lille includes 5 Faculties and 20 Schools and Colleges:  
  - Law, Economics, Management  
  - Arts and Humanities, Theology, Ethics  
  - Health Sciences, Social Work  
  - Science and Engineering |
| Number of students | 28,270 full time students, of whom 6,000 international students from 120 different countries. |
| University website | Home page in English |

| International Relations Office |  
  - Anne-Marie Michel - Director  
    E-mail: anne-marie.michel@univ-catholille.fr  
  - Anne-France Danel – Personal Assistant  
    Tel: + 33 3 59 56 69 98  
    E-mail: anne-france.danel@univ-catholille.fr  
  - Audrey Vanpeperstraete - Deputy Director and in charge of ESP and Erasmus Coordination  
    E-mail: audrey.vanpeperstraete@univ-catholille.fr  
  - Annie-Claude Guiset – Communication Officer  
    E-mail: annie-claude.guiset@univ-catholille.fr  
  - Stéphanie Bois – Erasmus Program  
    E-mail: stephanie.bois@univ-catholille.fr  
  - Marie-Eve Bonnet Laborde - Student Exchanges Coordinator  
    Tel: + 33 3 59 56 69 95  
    E-mail: marie-eve.bonnetlaborde@univ-catholille.fr  
  - Garrett Epp – European Summer Program  
    E-mail: garrett.epp@univ-catholille.fr  
  - Estelle Le Meur - European Summer Program and Erasmus Program  
    E-Mail: estelle.le-meur@univ-catholille.fr  
  - Céline Marcorelli – European Summer Program and Erasmus Program  
    E-mail: celine.marcorelli@univ-catholille.fr  
  - Karima Mouheb - European Summer Program  
    E-mail: karima.mouheb@univ-catholille.fr |
| Mailing Address : | Université Catholique de Lille  
  Direction Relations Internationales  
  60 Bd Vauban  
  CS 40109  
  59016 Lille CEDEX  
  France |
II. ACADEMIC INFORMATION

Language of instruction:

Most courses are taught in French. Courses taught in English, German or Spanish are as well offered. For courses taught in English, please see page 6 “Courses taught in English”.

Students who wish to take courses in French will need to provide a recommendation letter from their French teacher with the application form (see “supporting documents” page 8).

Academic Level: Undergraduate and/or Graduate

Course Information:

Exchange students can take courses on Lille Campus only. Here in below is information on the areas of study offered by our Faculties/Schools, the contact details of the departmental coordinators and links to the most up-to-date lists of courses.

Please note that the 2017-2018 lists of courses are available between April and June, depending on the faculty or school. Usually, there are few changes in the lists of courses from one academic year to the other so you can rely on these lists to fill in the application form.

<table>
<thead>
<tr>
<th>Faculties/Schools open to exchange students on Lille Campus</th>
<th>Area of study offered to exchange students</th>
<th>Course Information</th>
<th>Contact Detail of Departmental Coordinators</th>
</tr>
</thead>
<tbody>
<tr>
<td>FD – Faculty of Law – Faculté de Droit</td>
<td>Law (Private, Business, Social Law), Political Science, European and International Law, Human Rights</td>
<td>List of courses on request</td>
<td><a href="mailto:isabelle.minez@univ-catholille.fr">isabelle.minez@univ-catholille.fr</a></td>
</tr>
</tbody>
</table>
| FGES – Faculty of Management, Economics & Sciences | Economics, Finance, Management, Business, Accountancy, Auditing, Entrepreneurship, IT, Biology, Biotechnology, Ecology, Biochemistry, Biophysics, Mathematics, Physics, Chemistry | - Bachelor's degree in Economics and finance: link  
- International Bachelor in Economics and Business Administration: link  
- Bachelor's degree in Management and Business: link  
- Bachelor's degree in Accounting, Finance and Law: Bachelor 1  
  Bachelor 2  
  Bachelor 3  
- Bachelor's degree in Biological Sciences Bachelor 1 and 2  
  Bachelor 3  
- Bachelor's degree in Sciences, Engineering Sciences: link  
- Bachelor's degree in Information Technology and Computer Sciences: link  
- Master's degree in Management for Banks: link | celine.blondeau@univ-catholille.fr |
<p>| <strong>FLSH</strong> - Faculty of Arts &amp; Humanities | Arts, Literature, Modern Languages, History, Geography, Political Science, Media &amp; Communication, Psychology | Link to course description | <a href="mailto:suzanne.bray@univ-catholille.fr">suzanne.bray@univ-catholille.fr</a> |
| <strong>FMM</strong> - Faculty of Medicine &amp; Midwifery | Medicine | List of courses on request | <a href="mailto:olivier.bodart@univ-catholille.fr">olivier.bodart@univ-catholille.fr</a> |
| <strong>FT</strong> – Faculty of Theology | Philosophy, History and religious studies, Theology, Bible, Classical Languages, Art | Description of courses available on this link | <a href="mailto:christine.phelippeau@univ-catholille.fr">christine.phelippeau@univ-catholille.fr</a> |
| <strong>ISTC</strong> – College of Communication | Communication, Marketing and Public relations | List of courses on request | <a href="mailto:julie.bergues@istic.fr">julie.bergues@istic.fr</a> |
| <strong>ISL</strong> – Institute of Social Work | Social Work | List of courses on request (Year 1 only) | <a href="mailto:estelle.soudant@institut-social-lille.fr">estelle.soudant@institut-social-lille.fr</a> |
| <strong>ESPOL</strong> – European School of Political and Social Sciences | Political Sciences, Social Sciences, European Studies, International Relations | Bachelor program | <a href="mailto:giulia.sandri@univ-catholille.fr">giulia.sandri@univ-catholille.fr</a> |
| <strong>EDHEC Business School</strong> | EDHEC Master - Business Management Track | Master 1: Link to course descriptions | <a href="mailto:kinga.bertoti@edhec.edu">kinga.bertoti@edhec.edu</a> |</p>
<table>
<thead>
<tr>
<th>School</th>
<th>Programs taught in English:</th>
<th>Programs taught in French:</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDHEC BBA</td>
<td>“International Business Track”:</td>
<td></td>
<td><a href="mailto:anne-charlotte.bernard@edhec.edu">anne-charlotte.bernard@edhec.edu</a></td>
</tr>
<tr>
<td><a href="http://www.edhec-bba.com/edhec-bba-programme--156310.kjsp">http://www.edhec-bba.com/edhec-bba-programme--156310.kjsp</a></td>
<td>- Fall semester</td>
<td>- Fall semester BBA2</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Spring semester</td>
<td>- Fall semester BBA4</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Spring semester BBA2</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Spring semester BBA3</td>
<td></td>
</tr>
<tr>
<td><a href="http://www.ieseg.fr">http://www.ieseg.fr</a></td>
<td></td>
<td>Check course syllabus (outline) here</td>
<td></td>
</tr>
<tr>
<td>ESTICE International Business School</td>
<td>International Business and Languages (English, Spanish, German, Russian, Chinese, Portuguese), Intercultural Communication</td>
<td>Link to course descriptions</td>
<td><a href="mailto:caroline.labaeye@univ-catholille.fr">caroline.labaeye@univ-catholille.fr</a></td>
</tr>
<tr>
<td><a href="http://www.estice.fr">http://www.estice.fr</a></td>
<td></td>
<td></td>
<td><a href="mailto:adrian.altafaj@univ-catholille.fr">adrian.altafaj@univ-catholille.fr</a></td>
</tr>
<tr>
<td>HEI Engineering school</td>
<td>Architectural, Civil and Building Engineering, Chemical, Mechanical Electricity and Automatics, Biomedical, Textile, Computer Sciences, Energy, Habitat and Environment, Engineering Management, Banking finance and insurance, Smart cities</td>
<td>Link to course descriptions</td>
<td><a href="mailto:anne.lacour@yncrea.fr">anne.lacour@yncrea.fr</a></td>
</tr>
<tr>
<td><a href="http://www.hei.fr/">http://www.hei.fr/</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ISA Institute of Life Sciences School of Agriculture and Bio-engineering</td>
<td>Agriculture, Food Sciences, Environmental Sciences, Landscape Management, Agribusiness and Management</td>
<td></td>
<td><a href="mailto:thanhly.leminh@yncrea.fr">thanhly.leminh@yncrea.fr</a></td>
</tr>
<tr>
<td><a href="http://www.isa-lille.com/">http://www.isa-lille.com/</a></td>
<td>Master of Science and Engineering (taught in English) with majors in:</td>
<td>Master of Science and Engineering (taught in French) with majors in:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Agricultural Sciences</td>
<td>- Agricultural Sciences</td>
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<tr>
<td></td>
<td>- Food Sciences</td>
<td>- Food Science</td>
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<tr>
<td></td>
<td>- Environmental Science</td>
<td>- Environmental Sciences</td>
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<tr>
<td></td>
<td>- Economics, Marketing and Management</td>
<td>- Economics, Marketing and Management</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>⇒ Link to course description</td>
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<td></td>
<td>⇒ Link to course description</td>
<td></td>
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<tr>
<td><a href="http://www.isen.fr/">http://www.isen.fr/</a></td>
<td></td>
<td>See under “Training” and click on “Diplôme Ingénieur ISEN”</td>
<td></td>
</tr>
</tbody>
</table>
| Study areas not open to exchange students | The following areas of study are NOT open to exchange students:  
Midwifery – Nursing – Physiotherapy – Chiropody – Faculty of Law: 2\textsuperscript{nd} year of Master (Master de Droit) |
| Courses taught in English | Please consult the most updated list of courses taught in English offered in our faculties and schools on this [link](#).  
**No official test is required** for partner universities’ students (we expect that exchange students have a sufficient level of English language).  
**To note**: for exchange students wishing to attend courses taught in English at the Faculty of Law, we recommend having the following CEFR level B2  
**CEFR**: Common European Framework of Reference for Languages  
Please see the assessment grid on this [link](#) |
| Course Registration Information | Students are invited to indicate the chosen study area or a provisional list of courses on the Université Catholique de Lille Student Exchange Application Form.  
*Please note that we cannot guarantee that the courses you choose in advance will be available at the time of enrolment.*  
The confirmation of the chosen courses and the registration for the courses are finalized on arrival in France with the Departmental Coordinator in the host school/faculty. |
| Full-time Academic Course Load | In the **European Credit Transfer System (ECTS)**, the normal workload for a full-time student is 30 credits per semester.  
**It is up to the home institution to decide how many courses exchange students should take.**  
⇒ However, we recommend taking a **minimum of 20 credits**. |
| Grading System | Université Catholique de Lille is a multidisciplinary university offering a wide range of study areas.  
To take into account the specificity of these different study areas, our departments have set up a grading scale that meets their own academic requirements and specificity.  
You will find models of our Grading Scales on this [link](#).  
In case you need further information, please consult our Departmental Coordinators (listed on pages 3, 4 and 5). |
| Transcripts | **Transcripts** are mailed by the host school/faculty’s departmental coordinator to the student, and to the home university exchange coordinator, **6 weeks after the end of the semester**. |
ACADEMIC CALENDARS

The academic calendar is divided into 2 semesters:
- **Semester 1 or Fall Semester**: it starts from end of August or early September and ends in December or January depending of the host faculty or school.
- **Semester 2 or Spring Semester**: it starts from early January to May or June depending of the host faculty or school.

Kindly note that each faculty and each school has its own academic calendar.

*Please note that the 2017/2018 academic calendars are usually available between April and June*

<table>
<thead>
<tr>
<th>Faculty / School</th>
<th>Exchange Students must be present at the faculty/school during the period below</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FD – Faculty of Law</strong></td>
<td><strong>Fall semester</strong> : early September to mid-January&lt;br&gt;<strong>Spring semester</strong> : mid-January to end of June&lt;br&gt;<em>Re-sit sessions for Fall and Spring Semesters in June</em></td>
</tr>
<tr>
<td><strong>FGES – Faculty of Management, Economics &amp; Sciences</strong></td>
<td><strong>Bachelor program</strong> :&lt;br&gt; - Fall semester : from end of August to December (before Christmas Holidays)&lt;br&gt; - Spring semester : from early January to end of April&lt;br&gt;<strong>Master program</strong> : yearly based – from mid-September to end of May</td>
</tr>
<tr>
<td><strong>FLSH - Faculty of Arts and Humanities</strong></td>
<td><strong>Fall semester</strong> : early September to December (before Christmas Holidays)&lt;br&gt;<strong>Spring semester</strong> : early January to end of May (to end of June for students who need to retake exams)</td>
</tr>
<tr>
<td><strong>FMM – Faculty of Medicine &amp; Midwifery</strong></td>
<td><strong>Fall semester</strong> : from early September to end of December (to be confirmed)&lt;br&gt;<strong>Spring semester</strong> : from early January to end of June (to be confirmed)</td>
</tr>
<tr>
<td><strong>FT - Faculty of Theology</strong></td>
<td><strong>Fall semester</strong> : Mid-September to mid-January&lt;br&gt;<strong>Spring semester</strong> : mid-January to mid-June</td>
</tr>
<tr>
<td><strong>ISTC – College of Communication</strong></td>
<td><strong>Fall semester</strong> : early September to December (before Christmas Holidays)&lt;br&gt;<strong>Spring semester</strong> : early January to May (end of June if students take Master 1 courses)</td>
</tr>
<tr>
<td><strong>ISL - Institute of Social Work</strong></td>
<td><strong>Fall semester</strong> : early September to end of January&lt;br&gt;<strong>Spring semester</strong> : early January to end of June</td>
</tr>
<tr>
<td><strong>ESPOL - European School of Political and Social Sciences</strong></td>
<td><strong>Fall semester</strong> : early September to December (before Christmas Holidays)&lt;br&gt;<strong>Spring semester</strong> : early January to end of May&lt;br&gt;<em>Re-sit sessions for Fall and Spring Semesters in June</em></td>
</tr>
<tr>
<td><strong>EDHEC Business School</strong></td>
<td><strong>Fall semester</strong> : early September to end of December&lt;br&gt;<strong>Spring semester</strong> : early January to end of April (MSc) or May (Master 1)</td>
</tr>
<tr>
<td><strong>EDHEC BBA</strong></td>
<td><strong>Fall semester</strong> : early September to end of December&lt;br&gt;<strong>Spring semester</strong> : early January to end of May (French taught program)&lt;br&gt;early February to end of May (English taught program)</td>
</tr>
<tr>
<td><strong>IESEG School of Management</strong></td>
<td><strong>Fall semester</strong> : mid-August to December (before Christmas Holidays)&lt;br&gt;<strong>Spring semester</strong> : early January to end of June</td>
</tr>
<tr>
<td><strong>ESTICE International Business School</strong></td>
<td><strong>Fall semester</strong> : early September to December (before Christmas Holidays)&lt;br&gt;<strong>Spring semester</strong> : early January to mid-May</td>
</tr>
<tr>
<td><strong>HEI Engineering School</strong></td>
<td><strong>Fall semester</strong> : early September to end of January&lt;br&gt;<strong>Spring semester</strong> : early January to end of June</td>
</tr>
<tr>
<td><strong>ISA Institute of Life Science</strong></td>
<td><strong>Fall semester</strong> : mid-September to mid-January&lt;br&gt;<strong>Spring semester</strong> : mid-January to mid-June</td>
</tr>
<tr>
<td><strong>ISEN Engineering School</strong></td>
<td><strong>Fall semester</strong> : mid-September to end of December&lt;br&gt;<strong>Spring semester</strong> : early January to end of June (classes) or July (if internship)</td>
</tr>
</tbody>
</table>
### III. NOMINATION AND APPLICATION PROCEDURE

| Nomination deadlines | For a student exchange beginning:  
- **end of August/September (our First semester/Fall semester or Academic year)**: April 25, 2017  
- **early January (our Second semester/Spring semester)**: October 10, 2017 |
|---------------------|--------------------------------------------------------------------------|
| Nomination procedure | The home university sends an e-mail to nominate the student(s) to  
**marie-eve.bonnetlaborderie@univ-catholille.fr** (UCL Student Exchange Coordinator) with the  
following information: **Name – Surname – Gender – E-mail address - Major – Period of study**  
exchange at Université Catholique de Lille (Fall Semester or Academic Year or Spring Semester). |
| Application Deadlines | For a student exchange beginning:  
- **end of August/September (our First semester/Fall semester or Academic year)**: April 30, 2017  
- **early January (our Second semester/Spring semester)**: October 15, 2017 |
| Application Procedure | **Step 1**: the home university sends the following link for application to the students  
https://uclille.moveonfr.com/form/58497a518b811ba066000000/eng  
**Step 2**: the student creates his/her account, completes the Student Exchange Application and  
uploads the requested documents.  
**Step 3**: Once the application is completed, the student receives an e-mail confirming the  
reception of the application form and can save it in pdf format.  
**Step 4**: UCL Student Exchange Coordinator sends the complete application to the appropriate  
academic department(s) for approval.  
**Step 5**: If the students are accepted, **UCL Student Exchange Coordinator sends the original**  
acceptance letter to the **Exchange Coordinator of the student’s home university**. It generally  
takes 3/4 weeks for an application to be processed and the acceptance letter to be mailed.  
**Step 6**: the student will be contacted directly by the host faculty/school to provide additional  
documents to finalize the application.  
**Please note**:  
- **If a student cancels his/her exchange application, please inform and send an e-mail to UCL**  
Student Exchange Coordinator: **marie-eve.bonnetlaborderie@univ-catholille.fr**  
- **We can’t accept exchange students less than 18 years old** |
| Supporting documents required to upload on line | • **Copy of passport**  
• **Current transcripts**. Students with a GPA lower than 2.75 must obtain UCL’s permission in  
advance to participate in the student exchange program. Official and non official transcript  
are accepted.  
• For students wishing to attend courses taught in French: **a letter of recommendation from**  
their **French teacher** confirming the student’s level.  
For exchange students wishing **to attend courses taught in French** at the **Faculty of Law**, we  
recommend to have the following CEFR level B2.  
**CEFR**: **Common European Framework of Reference for Languages**.  
Please see the Self Assessment Grid available on this [link](#). |
IV. ACCOMMODATION INFORMATION

It may be very difficult to find housing upon arrival in Lille. So we strongly recommend students to make sure that they have housing before arrival in France.

Please find below 2 options:
- to stay in a university dorm
- to find housing by yourself

**Stay in a university dorm**

If you wish to book a room in a university dorm, kindly note that all the housing information (list of dorms, description, rent price, application procedure, etc.) is available on the website of AEU (Housing Office): [www.asso-aeu.fr](http://www.asso-aeu.fr) (English version available/please click on the British flag)

**Information and Contact**:

Service Logement (Housing Office) - A.E.U Association d’Entraide Universitaire
47 Boulevard Vauban (second floor) - 59000 Lille - Tel: +33 (0)3. 20.15.97.78
E-mail: contact.aeu@orange.fr - Website: [http://www.asso-aeu.fr/en/](http://www.asso-aeu.fr/en/)
Facebook: [facebook.com/aeu.com](http://facebook.com/aeu.com)
Open from Monday to Friday: 8.30 am to 6.00 pm

**University dorms available to exchange students**

University dorms available on campus:
- Saint-Michel
- Albert le Grand
- Teilhard de Chardin
- Valentine Charrondière
- Denis Reille
- Foyer International – St Camille
- Saint-Omer

University dorms available off campus:
- Charles Havez
- Franciscaines de Lille
- Franciscaines de La Madeleine
- Notre-Dame
- Saint-Louis
- Saint-Gérard
- Saint-Luc

**Recommended housing application deadlines**

- **April 30** * for a student exchange beginning in August/September (our First semester/Fall semester)
- **October 30** ** for a student exchange beginning in January (our Second semester/Spring semester)

* Housing application open from January 1st
** Housing application open from September 15

*It still may be possible to apply after these deadlines.*

**Housing application procedure and important information**

- The student applies online on the AEU website (Housing office): [http://www.asso-aeu.fr/en/](http://www.asso-aeu.fr/en/)
  Please click on the British flag - “Accommodation”.
  To validate your application, you will be asked to pay on line a housing administrative fee of 235 Euros.

- The allocation of your dorm and a housing attestation mentioning the address of your dorm (attestation requested to get your visa) will be given by the Housing Office (AEU):
  - from mid-June to mid-August for a student exchange beginning in end of August/September (Fall semester)
  - from early December for a student exchange beginning in January (Spring Semester)

- The accommodation allocation board will take into account your preferences as much as possible according to availability.

To note: The International Office of UCL has no involvement in the allocation of rooms/dorms which is the responsibility of AEU.
According to French law, rentals run for 1 year and are due:
- from August 1st to July 31st (student exchange for Fall semester or academic year) even if the students arrive later in September.
- from January 1st to December 31st (student exchange for Spring Semester) even if the students arrive later in February.

Leaving your dorm before the date of expiration of your rental contract: 1 month before leaving your dorm, students must inform by e-mail the Housing Office: contact.aeu@orange.fr

Students may consult as well the housing FAQ available on http://www.asso-aeu.fr/en/ (put your computer mouse on “Accommodation” and click on “FAQ”)

Other housing options
These are some websites for students wishing to find housing by themselves:
http://www.francecorentstudents.com/
http://www.estudines.com/
http://www.campusea.fr/
http://www.crij-npdc.fr/site/

A guide of Housing in Lille (version in French) is available on this link

V. ESTIMATED COST OF LIVING

<table>
<thead>
<tr>
<th>Budget in Euros</th>
<th>Expenses by month:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rent in university dorm AEU</td>
<td>From about 240 to 550 Euros/month</td>
</tr>
<tr>
<td>Charges in university dorm AEU: electricity – water</td>
<td>About 40 Euros/month</td>
</tr>
<tr>
<td>Food (university restaurant AEU)</td>
<td>About 300 Euros/month</td>
</tr>
<tr>
<td>Transport (bus/metro)</td>
<td>About 30 Euros/month (rather leisure)</td>
</tr>
<tr>
<td>Phone &amp; Internet</td>
<td>About 30 Euros/month</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>From about 640 to 950 Euros/month</td>
</tr>
</tbody>
</table>

- Supplementary annual expenses should be added
  For students booking a room through AEU:
  - **AEU housing application fee**: 235 Euros
  - **AEU student services card**: About 5 Euros
  - **Contribution fees and services** (AEU dorm): 456 Euros for 1 academic year
  - **Insurance for accommodation**: About 45 Euros
  - **AEU housing deposit**: 1 month rent. 
    *It will be returned at the end of the year if no material damage has been caused to the room.*
  - **French Health insurance**: About 215 Euros/Academic year. It is mandatory if students stay for more than 3 months in France (please see page 12).
  - For students having a visa “CESADA”: Fiscal stamp of about 60 Euros (to buy once in France).
  - **Personal expenses**
VI. VISA INFORMATION

Citizens from Germany, Austria, Belgium, Denmark, Spain, France, Greece, Ireland, Italy, Luxembourg, Netherlands, Portugal, UK, Sweden, Cyprus, Estonia, Hungary, Latvia, Lithuania, Malta, Poland, Czech Republic, Slovakia, Island, Liechtenstein, Norway, Andorra, Monaco, Switzerland, San Marin and Vatican are exempted from the visa procedure.

- For students with the nationality of the following countries: Algeria, Argentina, Benin, Brazil, Burkina Faso, Cameroon, Chile, China, Colombia, Comoros, Congo (Brazzaville), Cote d’Ivoire, Egypt, Gabon, Guinea, India, Japan, Indonesia, Iran, Lebanon, Madagascar, Mali, Mauritania, Mauritius, Mexico, Morocco, Peru, Senegal, Russia, South Korea, Syria, Taiwan, Togo, Tunisia, Turkey, United-States and Vietnam.

An online application procedure has been set up by the French Ministry of Foreign Affairs. This procedure is mandatory for obtaining a STUDENT VISA.
More information: please contact Campus France in your home country.

- For students from any other nationalities: Please check with the French Consulate which is the closest to your home. It will give the process and the list of required documents to get a visa.

For exchange students staying in France for 1 semester, please inform the agent consulate if you will travel outside France in order to be delivered the appropriate visa.

Students need to have received Université Catholique de Lille invitation letter before starting the visa application (the original invitation letter is sent to the home university).

A tourist visa is not sufficient: students will face being expelled from France after 3 months and any diplomas or credits obtained will not be recognised.

Please note that students coming without student visa will not be accepted.

Once arrived in France

For students with visa **CESEDA R.311-3 6° (Visa Long Séjour Valant Titre de Séjour)**: you will have to validate it by OFII (Office Français de l’Immigration et de l’Intégration) once in France.
Please contact the International Office of your host school or faculty. You will be helped to process the validation of your visa.
Please don’t forget to bring with you the document provided by the French Consulate: “Visa de Long Séjour – Demande d’attestation OFII”

For students with visa **carte de séjour à solliciter**, you will have to apply for a resident permit (carte de séjour) once in France.
Please contact the International Office of your host school or faculty. You will be helped to apply for a ‘Carte de séjour’.

For students with visa **Dispense temporaire de carte de séjour**, there is no administrative procedure to do.
However, please note that this visa doesn’t allow students to extend their stay in France, to have salary work in France and to get ALS (housing subsidy).
VII. HEALTH INSURANCE INFORMATION

<table>
<thead>
<tr>
<th>Health Insurance Mandatory</th>
</tr>
</thead>
<tbody>
<tr>
<td>- For students under 28 years: Even if students come to France with your own health insurance, the French Government requires non European Union students (EU) under 28 years old and spending more than 3 months in France to purchase the French health insurance, called “Sécurité sociale”. The amount is about 215 Euros/Academic year. The annual premium is to be paid for the entire academic year no matter when students come to France. It is valid from October 1, 2017 to September 30, 2018. It refunds about 70 % of medical costs.</td>
</tr>
<tr>
<td>* To note: Students born on or after 31 August 1997 have to be registered through the Health Insurance but they are exempt from the fee. Payment of fees required for students aged 20 years or over.</td>
</tr>
<tr>
<td>On your arrival, please contact the International Office of your host school or faculty in order to fill in the appropriate forms. For further information: <a href="http://www.ameli.fr/assures/index.php">http://www.ameli.fr/assures/index.php (“Soins et remboursements”)</a></td>
</tr>
<tr>
<td>Important: Sécurité sociale doesn’t cover you if you travel outside France, in case of repatriation and for civil liability.</td>
</tr>
<tr>
<td>- For students over 28 years old, please bring with you proof of your health insurance coverage.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Health insurance Optional</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students have the option of getting <a href="https://www.smeno.com/fileadmin/user_upload/brochure/securite-sociale-en.pdf">complementary financial cover</a> to obtain better refunds. This cover is distinct from the affiliation to Sécurité Sociale. There are several complementary student insurance companies. Most of the students from UCL take out the SMENO: <a href="https://www.smeno.com/fileadmin/user_upload/brochure/securite-sociale-en.pdf">https://www.smeno.com/fileadmin/user_upload/brochure/securite-sociale-en.pdf</a></td>
</tr>
<tr>
<td>The costs vary depending on the insurance company and the option chosen.</td>
</tr>
</tbody>
</table>

VIII. ORIENTATION INFORMATION

<table>
<thead>
<tr>
<th>Welcome sessions</th>
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</thead>
<tbody>
<tr>
<td>Welcome sessions are offered by our schools and faculties.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>UCL International Office opening days and hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Please don’t hesitate to visit the International Office of Université Catholique de Lille for assistance and orientation.</td>
</tr>
<tr>
<td>It is situated 60 boulevard Vauban, ground floor, room 24: Open from Monday to Friday From 9.00 am to 12.30 pm and from 2.00 to 5.30 pm.</td>
</tr>
<tr>
<td>The international office is closed during:</td>
</tr>
<tr>
<td>- Summer holidays from July 27 to August 28, 2017</td>
</tr>
<tr>
<td>- Christmas holidays from December 22, 2017 to January 7, 2018</td>
</tr>
</tbody>
</table>

Revised: January 2017
Additional Information:

Guide for International Students

Tourist Information:

Lille Guide by Tourist Office