

# GUIDEBOOK FOR INCOMING STUDENTS

Université Clermont Auvergne

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*We welcome the world,  
We welcome you!*



[www.uca.fr](http://www.uca.fr)

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**UNIVERSITÉ CLERMONT AUVERGNE**




# Identity CARD

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## UNIVERSITE CLERMONT AUVERGNE

Code ERASMUS: F CLERMON 48

 49 Boulevard François Mitterrand  
63 000 Clermont-Ferrand

[www.uca.fr](http://www.uca.fr)



Professor Mathias Bernard  
*President / Rector*

—  
*Our*

## **INTERNATIONAL APPROACH**

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**W**e offer scientific French language courses and specific courses in English to all our Erasmus students which provide credits and are specially adapted to them.

We also organize summer programs on demand for our international incoming exchange students.

The university has a “buddy system” and ensures specific coaching for local students engaging as “buddies”. This close relationship between students improves the integration of incoming students to the local student’s community. Each international student who wishes to participate in this programme is teamed up with a French student, a “buddy”, throughout his semester /year of study at Clermont-Ferrand.

Moreover, we created a monthly “rendez-vous” around the international student community which is called “Petits déjeuners de l’international”. It helps students meet regularly and share a multilingual and multicultural breakfast.

# Education and training



**5**  
major fields

Arts, languages, human and social sciences

Law, economics and management

Health and life sciences and environment

Technologies and engineering sciences

Fundamental sciences

18 university diplomas in technology (DUT)  
2 scientific and technical diplomas in university studies (DUEST)  
1 PACES (common first year of health studies)  
3 trainings in health-related sectors  
3 preparatory classes for entrance to Grandes Ecoles

7 Engineering diplomas  
1 Law « capacité » for students without the French baccalauréat  
27 bachelors  
50 Vocational bachelors  
53 Masters

**165**  
educational trainings

Internships • Sandwich courses (apprenticeship and professionalization agreements)  
Interventions of skilled workers in the courses • An accompaniment to professional integration

**38 000**  
students

20 Colleges, Institutes and Schools (included 2 Engineering schools : Isima and Polytech)  
35 teams and labeled research centers



## International

550 agreements with partner universities in the world  
4600 foreign students welcomed every year  
600 students going abroad for a semester of study every year  
800 students going abroad for an internship every year  
24 double degrees including 2 erasmus mundus diplomas



### INTERNATIONAL RANKING

- Ranked among the **200 best world universities** in the prestigious Shanghai ranking (in Physics, Sports Sciences, and Materials Sciences)
- Ranked among the **200 most international universities** in the Times Higher Education 2016 ranking

### NATIONAL RANKING

- **First university** for professional integration in Law, Economics and Management (master's level), in 2014
- **4<sup>th</sup> university** for professional integration in Arts, Literature and Languages (master's level), in 2015

Source : French Higher education Ministry



# Research

**36**  
**laboratories or research centers**

13 UCA research teams,  
22 unities of research  
coupled with EPST  
(other public structures  
having a scientific and  
technological dimension)  
1 university unity



**7**  
**nationally labeled federative research structures**

CRNH Auvergne, CIC 501, MSH, OPGC, 3 federations in Sports interdisciplinary research and in Environment

**5**  
**Doctoral schools**  
corresponding to 5 major fields of the UCA, gathered in a College of Doctoral Schools



**5**  
**publications per day**

in international peer-reviewed journals

**5**  
**EPST**  
CNRS, Inserm, INRA, IRD et IRSTEA



**2**  
**health centers**

CHU Clermont-Ferrand  
et Centre Jean Perrin  
(Clermont-Ferrand University  
Hospital Center and Jean Perrin  
Regional Center of Fight against  
Cancer)

**Label**



**I-SITE CLERMONT**  
Clermont Auvergne Project

Initiatives Science Innovation  
Territories Economy

**Labex**

**6 Excellence Laboratories**

3 coordinated by the university  
(IDGM+, IMobS3, Clervotcl),  
et 3 co-managed  
(COMOD, GANEX et PRIMES)

**3**

**laboratories shared with the two local firms, Michelin and Limagrain**

FactoLab, SiMatLab  
and the Territorial  
Innovation for large  
cultures in Auvergne  
laboratory

**3300**  
**research staff**

1/3  
researchers  
and professors

1/3  
PHD students



1/3  
researchers belonging to  
research institutes,  
engineers, technicians and  
temporary personnel

**1 patent filed** and  
**1 start-up created** per month





# **INTERNATIONAL OFFICES**



# *International* **CENTRAL OFFICE**

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It is our responsibility to prepare our students to play a major role in a multi-cultural society in helping them become the global citizens of tomorrow.

Because knowledge ignores boundaries, we believe that creating links with foreign institutions not only provides our students with intellectual skills but also with social and cultural qualities that will help them succeed in an open world and in a globally integrated job market. It also makes them capable of understanding better the others by adopting an open-minded attitude.

Historically Europe is at the crossroads of civilizations and France is known to be the 4th country in the world which welcomes the most important number of international students.



Our University which was recently created – January 2017 – is the merging of two international universities (Blaise Pascal university and University of Auvergne). It strongly believes that welcoming international students is an immeasurably cultural richness for its campus life. We have decided to invest in the development of teaching and research partnerships with more than 300 Erasmus partners

and with about 200 other foreign universities around the rest of the world. Each year we welcome around 800 international students who come to study under the terms of these agreements.

But our international student community is even larger than that as we must not forget the 400 students who come to learn French in our French as a Foreign Language Center (FLEU-RA Center) and the 3000 students who come individually to follow one of our 200 diplomas. On the whole, we reach a community of roughly 5000 international students which represents 13% of our 38 000 registered students. Join them

Professor Anne GARRAIT-BOURRIER  
Vice-president in charge of international relations

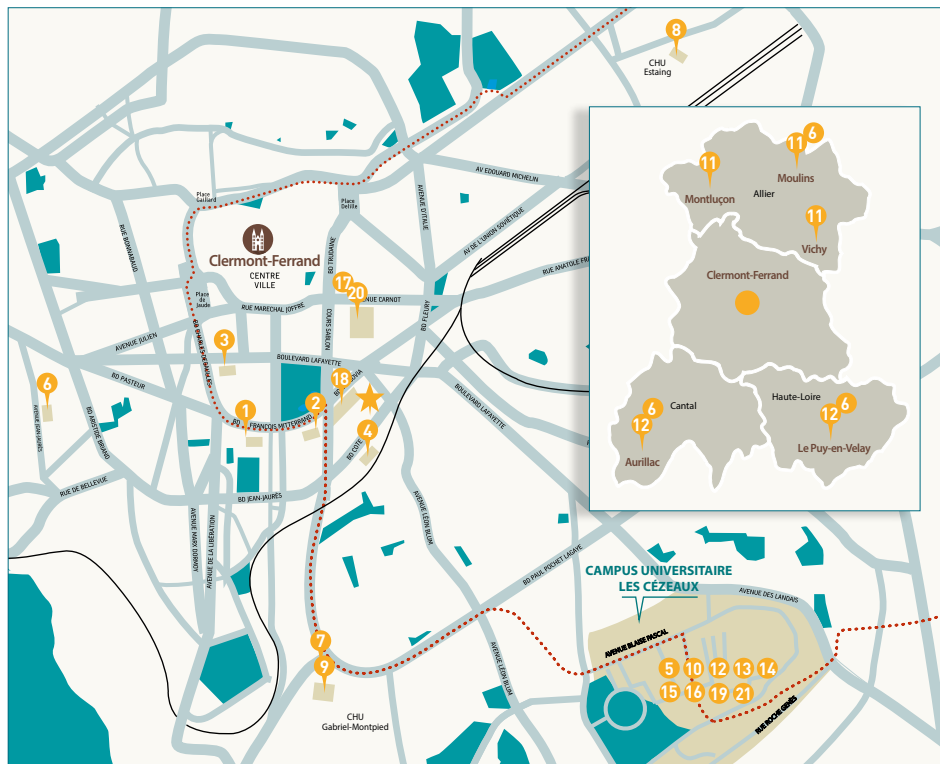
## **Villa « Blatin »**

36 bis Boulevard Côte Blatin   
63000 Clermont-Ferrand  
Email: ri@uca.fr 

## **Referent for housing and Moveon registration**

Mme Brigitte MEILLEROUX  
Tel. 00 33 (0)4 73 40 64 39  
E-mail: brigitte.meilleroux@uca.fr 

# International OFFICE IN DEPARTMENTS



- |    |  |    |   |
|----|--|----|---|
| 1  | École d'Économie   | 13 | Observatoire de Physique du Globe de Clermont-Ferrand         |
| 2  | École de Droit   | 14 | Polytech Clermont-Ferrand                                     |
| 3  | École Universitaire de Management                            | 15 | UFR Biologie  |
| 5  | École Universitaire de Physique et d'Ingénierie              | 16 | UFR Chimie  |
| 6  | ESPE   | 17 | UFR Langues, Cultures et Communication                        |
| 7  | Faculté de Médecine  | 18 | UFR Lettres, Culture et Sciences Humaines                     |
| 8  | Faculté d'Odontologie  | 19 | UFR Mathématiques   |
| 9  | Faculté de Pharmacie   | 20 | UFR Psychologie, Sciences Sociales et Sciences de l'Éducation |
| 10 | Institut d'Informatique                                      | 21 | UFR STAPS   |
| 11 | IUT d'Allier (Montluçon, Moulins, Vichy)                     | ★  | International relations - Villa Blatin                        |
| 12 | IUT de Clermont-Ferrand (Clermont-Ferrand, Aurillac, Le-Puy) |    |   |

# Administrative CONTACT

DEPARTMENTS	ADMINISTRATIVE CONTACT	E-mail
School of Law	Marlène TOURET	ri.droit@uca.fr
School of Economics	Claudine BELOT	claudine.belot@uca.fr
IAE Auvergne - School of Management	Carine ESTIEU	carine.estieu@uca.fr
Faculty of Medecine	Agnès DANIEL	agnes.daniel@uca.fr
Faculty of Pharmacy	Agnès DANIEL	agnes.daniel@uca.fr
Faculty of Biology	Dominique BRUGIERE	dominique.brugiere@uca.fr
Faculty of Dental Surgery	Lionel MASTRAS	Lionel.MASTRAS@uca.fr
Faculty of Literature, Culture and Human Sciences	Marie-Rose RAY	m-rose.ray@uca.fr
Faculty of Languages, Culture and Communication	Marie-France YANG	m-france.yang@uca.fr
IBF Program in Vichy	Julien DUBREUIL	j.dubreuil@vichy-communaute.fr
Education sciences and Psychology	Marie-France YANG	M-France.YANG@uca.fr
Physical activities and Sport Sciences	Alain MONCELET	alain.moncelet@uca.fr
High School of Teaching Profession and Education Careers	Vincent MICHEL	ri.espe@uca.fr
School of Computer sciences	Pascale GRANET	pascale.granet@isima.fr
POLYTECH Clermont-Ferrand	Claire BONTON	claire.bonton@uca.fr
IUT of Allier	Christian NICOLAS	christian.nicolas@uca.fr
IUT of Clermont-Ferrand	Valérie GATIGNOL	valerie.gatignol@uca.fr
University School of Physics and Engineering	Dominique BRUGIERE	dominique.brugiere@uca.fr
Faculty of Chemistry	Dominique BRUGIERE	dominique.brugiere@uca.fr
Faculty of Mathematics	Dominique BRUGIERE	dominique.brugiere@uca.fr
The Clermont Observatory of Earth Physics	Dominique BRUGIERE	dominique.brugiere@uca.fr

# Pedagogical CONTACT

DEPARTMENTS	PEDAGOGICAL CONTACT	E-mail
School of Law	Marie-Elisabeth BAUDOIN	m-elisabeth.baudoin@uca.fr
School of Economics	Jean-François BRUN	j-francois.brun@uca.fr
IAE Auvergne - School of Management	Fabien ROUX	fabien.roux@uca.fr
Faculty of Medicine	Vincent SAPIN	vincent.sapin@uca.fr
Faculty of Pharmacy	David BALAYSSAC	david.balayssac@uca.fr
Faculty of Biology	Ayhan KOCER	Ayhan.KOCER@uca.fr
Faculty of Dental Surgery	Gaelle DUCOS	gaelle.ducos@uca.fr
Faculty of Literature, Culture and Human Sciences	Natividad PLANAS Daniele RIVOLETTI Raphael KILTY	natividad.planas@uca.fr daniele.rivoletti@uca.fr raphaele.espiet-kilty@uca.fr
Faculty of Languages, Culture and Communication	Cécilia BRASSIER Sandhya PATEL Raphael KILTY	cecilia.brassier@uca.fr sandhya.patel@uca.fr raphaele.espiet-kilty@uca.fr
IBF Program in Vichy	Geoffrey HEELS	geoffrey.heels@uca.fr
Education sciences and Psychology	Laurent WAROQUIER Raphael KILTY	laurent.waroquier@uca.fr raphaele.espiet-kilty@uca.fr
Physical activities and Sport Sciences	Daniel COURTEIX David THIVEL	daniel.courteix@uca.fr david.thivel@uca.fr
High School of Teaching Profession and Education Careers	Raphaël COUDERT	raphael.coudert@uca.fr
School of Computer sciences	Radu CIUCANU	radu.ciucanu@uca.fr
POLYTECH Clermont-Ferrand	Jane ROCHE	jane.roche@uca.fr
IUT of Allier	Christophe CONDAT	christophe.condat@uca.fr
IUT of Clermont-Ferrand	Gérard CHALHOUB	gerard.chalhoub@uca.fr
University School of Physics and Engineering	Jean ORLOFF	Jean.ORLOFF@uca.fr
Faculty of Chemistry	Malika EL-GHOZZI	malika.el-ghozzi@uca.fr
Faculty of Mathematics	Rachel TAILLEFER	Rachel.TAILLEFER@uca.fr
The Clermont Observatory of Earth Physics	Benjamin VAN WYK DE VRIES	b.vanwyk@opgc.fr





# FIRST ADMINISTRATIVE STEPS



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# Visa

## PROCEDURES

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[www.diplomatie.gouv.fr/en/coming-to-france/studying-in-france](http://www.diplomatie.gouv.fr/en/coming-to-france/studying-in-france)



### Nationals of EU member countries

If you are a national of a member state of the European Union (EU) or the European Economic Area (EEA), you may apply directly to the institution(s) of interest to you. You are not required to follow any particular process to enter French higher education beyond the first year. You are not even required to obtain a visa.

### Other students

If you live in EU countries but are not a citizen, you will have to apply for a student visa at the French consulate in the country in which you reside. Different application procedures apply depending on what you will be studying in France, and how long you will need to live in France in order to complete your studies. Whether you are taking part in an exchange programme, enrolling at a French educational institution as an independent student, or as part of a programme organised by an institution in your home country, you will need to provide the consulate with the following France study visa requirements:

- An official enrolment or acceptance letter on the headed paper of the institution,
- The proof that you have sufficient funds,
- An airline ticket/reservation showing date of departure,
- Proof that you have accommodation,
- Proof that you have medical insurance.

# National

## MEDICAL INSURANCE SCHEME

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The cost of a medical visit with a general practitioner is usually 25 €. The doctor will give you a form specifying the treatment dispensed, which has to be sent to your home insurance office. On presentation of the prescription the chemist will fill in a form specifying all medication bought. This has to be sent to your home insurance office too to get reimbursed.

### Students from EU countries

You must arrive in France with the European Health Insurance Card, which is to be obtained before you leave your home country. However, this does not guarantee complete reimbursement of medical expenses. We strongly advise you to take out complementary health insurance called “mutuelle” with the LMDE or with the SMERRA (specialized in student health insurance) to cover the remaining medical expenses.

### Students from non EU countries

We strongly advise you to join the national insurance scheme of the French Social Security System for the entire academic year.

However, this does not guarantee complete reimbursement of medical expenses. We strongly advise you to take out complementary health insurance called “mutuelle” to cover the remaining medical expenses if you don’t have one in your home country.

 [French Social Security System](#)

### Students from Quebec

Students who are nationals of Quebec must arrive in France with the SE-401-Q-102-bis form, or the SE-401-Q-106 form (which can be obtained from their local Social Security Office at home). These forms give dispensation from joining student requirements in the French social security system.

**If students have already contracted a public social security and health insurance policy in their home country, or if they are covered by a private insurance policy abroad, they must arrive in France with an official certificate, translated into French or English.**

# *Students* **WITH A DISABILITY**

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The “Service Université Handicap” (SUH) will be able to help students with a disability at their arrival and during their stay.

## **Service Université Handicap**



Bâtiment de la Maison de la Vie Etudiante

Campus Universitaire des Cézeaux

7, place Vasarely

CS 60026

63178 AUBIERE CEDEX

Tel. 00 33 (0)4 73 40 75 95

 [www.uca.fr/international/venir-a-l-uca/mobilite-et-handicap/](http://www.uca.fr/international/venir-a-l-uca/mobilite-et-handicap/)

Please contact your administrative coordinator to know the steps to follow upon your arrival and the measures that have been provided for you (suitable accommodation, assistance with daily life, pedagogical assistance, special arrangements for exams etc.).



# *University* **HEALTH SERVICE**

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The “Service de Santé Universitaire” (SSU) offers free consultations in the following fields: general medicine, gynecology, infirmary facilities, vaccination services, free tests for HIV and hepatitis C, psychological help, psychotherapy for any student in distress...

This service is free of charge (medicine preventive)

## **Service de Santé Universitaire**



25, rue Etienne Dolet

63037 Clermont-Ferrand

Tel. 00 33 (0)4 73 34 97 20

 <https://sante.clermont-universite.fr>





# HOUSING



# University RESIDENCES

## Referent for housing

Mme Brigitte MEILLEROUX

Tel. 00 33 (0)4 73 40 64 39

✉ E-mail: [brigitte.meilleroux@uca.fr](mailto:brigitte.meilleroux@uca.fr)

We may offer some rooms in the university residences from the CROUS but only for exchange students and depending on the total number of rooms that we have every year. If you want to apply for accommodation, please use the application form available during the application process. Please be aware that home insurance is compulsory in France even in the university residences rooms and you will be required to have it at your arrival.



🌐 <https://usine.crous-clermont.fr/logements>

### ✉ RÉSIDENCE DU CLOS SAINT-JACQUES

25 rue Etienne Dolet

63000 Clermont-Ferrand Cedex 1

Tel. 00 33 (0)4 73 34 44 00

### ✉ RÉSIDENCE AMBOISE

11 rue d'Amboise

63000 Clermont-Ferrand

Tel. 00 33 (0)4 73 43 72 58

### ✉ RÉSIDENCE PHILIPPE-LEBON

28 boulevard Côte-Blatin

63000 Clermont-Ferrand

Tel. 00 33 (0)4 73 43 72 58

### ✉ RÉSIDENCE DES CEZEAUX

35 rue Roche-Genès

63170 Aubière Cedex

Tel. 00 33 (0)4 73 28 89 00



## Other


# ACCOMODATION FACILITIES



Locaviz is the official website for student accommodation in France (CNOUS). It is a quality label from the French National Education Ministry. We strongly advise you to read the information on that website!


 [www.lokaviz.fr](http://www.lokaviz.fr)

### LES LAUREADES Clermont Centre Jaude (centre ville)

 9 rue Giscard de la Tour Fondue  
63000 Clermont-Ferrand  
Tél. 00 33 (0)4 73 31 59 00

 [laureades@victorygestion.com](mailto:laureades@victorygestion.com)

### LE RABELAIS (proche du campus des Cézeaux)

 23 boulevard Pochet Lagaye  
63000 Clermont-Ferrand  
Tél. 00 33 (0)4 73 91 11 05


 <https://residences.clubetudiant.com/properties/residence-rabelais/>


### SUITÉTUDES - Le Parc Belvédère

 68 avenue de l'Union Soviétique  
63000 Clermont-Ferrand  
Tél. 00 33 (0)6 35 13 50 59

 [www.suitedudes.com](http://www.suitedudes.com)

### NEMEA Appart'Etud (Résidence Clermont Centre)

 45 rue Saint Dominique  
63000 Clermont-Ferrand  
Tél. 00 33 (0)6 75 62 22 09

 [www.nemea-residence-etudiante.com](http://www.nemea-residence-etudiante.com)

### Les Estudines Georges SAND

11 rue de Médicis  
63000 Clermont-Ferrand

### Les Estudines Sarah Bernhardt

4 Boulevard Claude Bernard  
63000 Clermont-Ferrand


### Les Estudines Les Cézeaux

44 rue des Meuniers  
63000 Clermont-Ferrand

Tél. 00 33 (0)6 03 36 74 54


 [www.estudines.com](http://www.estudines.com)

### STUD'CITY

 9 boulevard Pochet Lagaye  
63000 Clermont-Ferrand  
Tél. 00 33 (0)4 73 28 43 08

 [www.studcity-clermont.com](http://www.studcity-clermont.com)

### NEXITY STUDEA

 25 rue Delarbre  
63000 Clermont-Ferrand  
Tél. 00 33 (0)1 85 55 13 12

 [www.nexity-studea.com](http://www.nexity-studea.com)

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## *Good to know if you want* **TO RENT A PRIVATE ROOM/FLAT**

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- The **tenancy agreement** (or « bail ») set up the rules regulating the renting of an accommodation (length, rent-money, cancellation). Those rules are established by the French legislation in force (law of the 6 of July 1989 modified by the 24th July 1994 law).

- The **lease** agreement is a contract that has imperatively to be written up, dated and signed by the two parties. The third party guarantee could be necessary for the signature. We advise you to do a written check-in before you enter your flat.

- The **guarantor** is the person or the organization (your bank for instance) who/which commit itself to the owner in paying the renting debts of the tenant, in a writing document called « acte de cautionnement"/guarantee act).

The owner is not allowed to ask for a guarantee if he already has a locative risks cover or a private insurance. The owner is also not allowed to refuse the guarantee of a person who doesn't have the French citizenship and who lives in a foreign country.

- A **security deposit** is an amount of money that is given temporarily as security against loss of or damage. This may be required when do the check-in. This can't be more than one month and has to be written in the lease.

- Before the signature don't forget to supply a **locative insurance certification**. In case of absence of this document, the owner is allowed to cancel your lease agreement.

# Flat SHARING

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## Interest

Living with roommates permit yourself to live in a largest accommodation while paying less. (Roommates have to fairly share, services charges and rent) It's often quite difficult to live alone in a whole new city or country. Thus living with roommates enables yourself to make friends and helps you in facing the troubles of everyday life. But living together can't only be resumed to funny moments as flat-sharing implies sharing the space, tasks, and expenses and adapting yourself to your roommates' own pace. Thus it's quite useful and necessary to establish rules as soon as you move in, in order to live in a "peaceful cohabitation".

## How does it work?

Either there are several rental contracts (that is to say as much lease agreements as roommates). In that case every roommate has to sign individually a contract with the owner. This one thus allows an exclusive enjoyment of certain rooms of

the flat and a common access to kitchen or sanitation.

Either there is only one rental contract signed by all the roommates. In that case the owner let the roommates organize themselves for the sharing of the rented space.

The flat-sharing lease agreement may be composed of a clause of solidarity bounding the roommates. This clause implies that every roommate is responsible for the whole lease agreement' obligations (for instance the owner could ask to a single roommate for the whole rent). Thus if one of the flat-sharers doesn't pay its part of the rent, the owner is allowed to claim this sum to the other roommates.

**Be careful:** If your lease agreement implies a solidarity clause, in case of departure of a flat-sharer, this one can still be accountable for the rent until the end of the lease agreement.

## Useful links

 [www.info-jeunes.net/consulter-offres-recherche-de-colocation](http://www.info-jeunes.net/consulter-offres-recherche-de-colocation)

 [www.appartager.com](http://www.appartager.com)

 [www.portail-colocation.com](http://www.portail-colocation.com)

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## *APL* (Aide au logement) *CAF* (Caisse d'Allocations Familiales)

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The APL is a financial support for accommodation. For more information you have to visit the CAF (Caisse d'Allocations Familiales) on that link:

 [www.caf.fr](http://www.caf.fr)

Before the beginning of the application you absolutely need to have the following documents in your possession:

- your tax return or tax assessment
- your lease agreement
- a rent receipt or a rent certificate
- your bank account details (RIB)

The online application is based on a five stages form:

- You take cognizance of the access conditions incumbent to an online application
- You input information concerning:
  - your familial and professional status,
  - your funds and accommodation.

- A recap summarizes the declared pieces of information
- You absolutely need to sign it before sending it to the CAF with the necessary vouchers.
- Your application will be taken into account as soon as the CAF will receive your recap and vouchers.

**Be careful:** You couldn't modify those pieces of information once they are validated. Let's download this recap and print it. Then, send it to the CAF postal address.

Then, you can also ask the Espace Accueil Etudiant to help you to complete the dossier :

 <https://usine.crous-clermont.fr/cnous/lespace-accueil-etudiants/>



# Espace Accueil Étudiants



**2018/2019**

- > Du 27 août à déc.  
du lundi au vendredi de 10h à 19h
- > De janvier à juillet  
lundi, mardi, jeudi de 9h à 17h

## INFOS

**VIE ÉTUDIANTE**

**RENOUVELLEMENT**

**TITRE DE SÉJOUR**

30 RUE ETIENNE-DOLET CLERMONT-FERRAND



# ACADEMICS



# Application PROCESS

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## Application in your home university

First of all, you have to contact your home university international office in order to ask them how to apply for an exchange program. Be aware that a B2 level of French may be required to follow some classes. The university will help you to register to French as a Foreign Language (FLE) classes if you need. The FLE classes are free for Erasmus students coming to UCA.

## Application form on Moveon

When you will be selected by your home university, you will have to complete our application form online through the Moveon application form on our website: [www.uca.fr](http://www.uca.fr)

### Deadlines are:

- Fall semester : May 15
- Academic Year : May 15
- Spring semester : November 15

The application form online has to be complete with that documents :

- The L.A signed by the professor who is responsible for your exchange in your university,
- the room reservation form if you are interested by a room at the CROUS (see page 24),
- a copy of your identity card or passport
- a mobility certificate from your home university

## Confirmations

We will send you the letter of acceptance and a confirmation of reservation if you apply for a room in our university residences.

**Please note that every modification of cancellation of stay must be notified to your home university and to us!**



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## *Meet* **AND GREET**

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This programme has 2 objectives:

1) to welcome you on arrival and to give you practical assistance (housing, banks, enrolment...)

2) to help you participate in the life of the university by introducing you to other French students and showing you the highlights of student life in Clermont Ferrand.

Each international student who wishes to participate in this programme is teamed up with a French student “buddy” throughout the semester /year of study at Clermont Ferrand. The international student agrees to maintain regular contact with the French student in a relationship of mutual exchange.

Contact: Marion GIRARD

 Marion.GIRARD@uca.fr

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## *Save the date:* **WELCOME DAYS**

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Please note that every student wishing to come to UCA will have to come to the information meeting called Welcome Day.

There will be one in September and another one in February.

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## *Registration,* **TUITION FEES AND STUDENT CARD**

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The registration is done by your administrative contact/referent in your host faculty. You don't have to pay any tuition fee.

The registration at the University will allow you to be identified as a UCA student, and get your student card. The student card will allow you to :

- pay at the university restaurants and load money : [www.izly.fr](http://www.izly.fr)
- have discounts in a lot of places like restaurants and cinemas,
- borrow books and documents from the university libraries,
- use the intranet (ENT)...


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## *Learning agreement and* **EUROPEAN CREDITS TRANSFER SYSTEM**

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A learning agreement (L.A) for each semester is required for all incoming exchange students. It is a formal agreement between the student, its home university and its host university. All the lessons that the student wants to follow have to be written in the L.A.

The European Credit Transfer and Accumulation System (ECTS) is a standard for comparing the study attainment and performance of students of higher education across the European Union and other collaborating European countries. For successfully completed studies, ECTS credits are awarded. One academic year corresponds to 60 ECTS (30 ECTS per semester). Please note that ECTS credits won't be awarded if the student doesn't attend the class and do not undertake the assessment.

 [www.uca.fr/international/venir-a-l-uca/etudier-en-programme-d-echange/construire-son-contrat-d-etudes/](http://www.uca.fr/international/venir-a-l-uca/etudier-en-programme-d-echange/construire-son-contrat-d-etudes/)

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## *Classes,* **EXAMS AND RESITS**

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Exchange students may take courses only in fields which have been included in the agreement of cooperation with their home university. The courses list is given by the pedagogical referent in every school or faculty. They will be able to advise foreign student which courses are most suitable for them. During the first weeks in Clermont-Ferrand, students will have to choose their courses and complete their Learning Agreement following their home institution requirements.

A student who follows a course is required to take the corresponding exam. The courses choice may change during the first weeks (if some courses may be far from the student expectations or if there is a problem with

the agenda during the academic year). If the courses list changes, the student will have to change his learning agreement and make it signed by both home and host universities. That document has to be signed by each party during the exchange period so as a Transcript of Records may be delivered at the end of the program.

For students whose grade is under 10/20, a resit exam may be organized at his or her request. The new grade will replace the old one if it is better. If the student misses the exam he won't be able to do the recovery exam he or she will only be able to do it with a certificate from a doctor or for any very serious reason.

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## *Libraries*

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UCA students have access to 19 libraries in Clermont and in the other campus:

- Moulin
- Le Puy en Velay
- Chamalières
- Aurillac

 <http://bibliotheque.clermont-universite.fr>

# Transcript of records AND UCA GRADING SYSTEM

The transcript of records will be directly transferred by your referent in each school or faculty within 5 weeks after the end of the examination period. The graduation system at UCA is on /20 points.

UCA marking/grading system Marks out of 20 (X/20)	Appreciation	ECTS
16 to 20	EXCELLENT / Outstanding work with only minor mistakes	PASS A+ / first
14 to 15,9	VERY GOOD / Generally very good but with some mistakes	PASS A / 2.1
12 to 13,9	GOOD / Above average but with some notable mistakes	PASS B+ / B / 2.2
10 to 11,9	AVERAGE / Work meets the required criteria not more	PASS C / third
7 to 9,9	INSUFFICIENT / Lots more work required	FAIL D
0 to 6,9	VERY INSUFFICIENT / Doesn't have the expected level	FAIL E / F

## French as A FOREIGN LANGUAGE

An adequate knowledge of French as a foreign language (FLE) may be required as classes are mainly taught in French. However, some faculties propose classes in English. The university also proposes, but only for Erasmus exchange students, classes of French as a Foreign Language for free. Students will have to register as soon as they arrive in Clermont-Ferrand.

### Level A1-A2

Oral expression and comprehension: 30 hours - 3 ECTS

Written expression and comprehension: 30 hours - 3 ECTS

### Level B1-C2

Language practice: 36 hours - 3 ECTS

Option: 24 hours - 3 ECTS

**Centre FLEURA :**  
**Français Langue Etrangère et Universitaire**  
**en Région Auvergne**

34, Avenue Carnot  
63006 Clermont-Ferrand  
Tel. 00 33 (0)4 73 40 64 96

[centre.fleura@uca.fr](mailto:centre.fleura@uca.fr)

[www.uca.fr/international/venir-a-l-uca/apprendre-le-francais/le-centre-fleura/](http://www.uca.fr/international/venir-a-l-uca/apprendre-le-francais/le-centre-fleura/)

## *U.E. Star:*

# STUDYING AUVERGNE AS A REGION

This « UE libre » aims at offering a vast cultural panorama about the Auvergne Region to all foreign students registered (for at least one course). Classes are all taught in English. Each module will be proposed during the first (S1) and the second semester (S2). Students are invited to register until the deadline during the “Welcome Day”, in principle on a first-come, first-served basis.

Each student will have to confirm his/her registration to Olivier KAJFASZ at the Service Commun des Langues Vivantes (SCLV).

Contact: Olivier KAJFASZ

 [Olivier.KAJFASZ@uca.fr](mailto:Olivier.KAJFASZ@uca.fr)

### First group (maximum 24 students)

- The local cultural scene  
Instructor: Miranda DICKENSON, Service Commun des Langues Vivantes
- Mammoths, volcanoes and thousands of years of history  
Instructor: Frederick SURMELY, History of Art department
- Volcanic Auvergne and Clermont-Ferrand a City on a volcano  
Instructor: Benjamin VAN WYK DE VRIES, LMV - Department of Geology
- An insight into some regional brands, Thiers: a history of knife craftsmanship and Michelin : a company in Clermont's DNA  
Instructor: Gilmour FONTAINE, Service Commun des Langues Vivantes

### Second group (maximum 24 students)

- Justice and Law in Auvergne  
Instructor: Christine BERTRAND, School of Law
- Sport in Auvergne  
Instructor: Cécile BERNARD, International Office
- Community life and Associations: organizing local events  
Instructor: Christophe AURINE, English Department
- Tourism  
Instructor: Catherine MORGAN-PROUX, Culture Department



**EVERYDAY LIFE**



# How to open A BANK ACCOUNT?

## Why opening a French bank account?

If you plan to stay in France for more than three months, it's highly recommended to open a bank account in a French banking-house. Indeed, many organizations such as the CAF or the French Health insurance (Sécurité Sociale) only grant you money via bank transfers. Furthermore, opening a bank account allows you to get a check book or/and a credit card.

## Opening conditions

In order to open a bank account you imperatively need to supply the following documents:

- A valid identity card or a passport
- A residence permit or a receipt (except for European students)
- A proof of domicile (electricity bill, a receipt for rent payment, proof of residence)

## How to find a bank?

Before following any procedures, let's inquire from your main bank in your home country if there's any partnership with a

French bank-house which would simplify your investigations. If it's not the case, be careful to compare the differences between every bank-house. Indeed some of them offer preferential rates to students (half price services, loyalty points). Once you've made your choice, let's contact the bank and make sure to deposit at least 15€ on your new bank account. You generally get your check book and credit card a few days after the opening of your account.

## French characteristics

The debit card or credit card is not free (you have to pay between 15€ et 40€ per year). Check books are often free but some bank houses can make you pay for it. Checks are necessary to pay your rent, bills, deposit etc... Be careful that nowadays many stores are no longer up accepting your checks. Let's be prudent and always keep another way of payment on you. Let's also be vigilant and let's check regularly that your bank account is still in credit. A lack of credit can bring you to pay "agios" (extra banking fees).



# How to FIND A JOB?

## Legislation and principles

A student is allowed to work for 964 hours maximum per year (around 60% of the annual work's length) under a contract lasting 12 months maximum. The term starts as soon as a long stay visa is delivered to the student. Otherwise, the prefecture is allowed to suspend the student's visa if this one didn't respect the regulations of those working hours.

Foreign students are totally allowed to practice a paid activity during their studies and this without any prior authorization. However in some derogatory cases, a provisional authorization is compulsory ( it's the case for Algerian students, students who have to work more than 964 hours per year, and students who only have a temporary long stay visa)

The contract of employment concluded by the student and the employer has to be written up and signed at last on the first day of work of the student.

## Student jobs

You can directly go to offices specialized in student' jobs offers such as:



 [www.info-jeunes.net](http://www.info-jeunes.net)



 [www.jobaviz.fr](http://www.jobaviz.fr)



 [www.pole-emploi.fr](http://www.pole-emploi.fr)

# Transportation

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## Buses: T2C (Transports de Clermont)



The tram is going across the city from the North to the South and is serving around 31 stops. The ticket is valid for buses and tram, it costs 1.40€ and remains valid for 70 minutes. If you're intending to use public transport all year long it's advisable to subscribe to the T2C yearly season ticket. Students aged under 26 benefits from a 40% discount.

## Trains: SNCF (Société Nationale des Chemins de Fers/ National Society of railroads)

 [www.voyages-sncf.com](http://www.voyages-sncf.com)



The SNCF has two stations in Clermont-Ferrand; one of them is situated next to the city center while the other one is in the zone of la Pardieu. SNCF offers specific subscriptions for students like the carte Découverte 12-25 (discovery card) and the "billets internes étudiants".

## Flights : Aulnat (CFE)

 [www.clermont-aeroport.com](http://www.clermont-aeroport.com)

Aulnat's airport is situated at the periphery of Clermont's city. If you want to access to the airport by your own, you can either take the train or the bus.

## Carpools

 [www.blablacar.fr](http://www.blablacar.fr)

Discover the whole France in a very cheaply way!

## Taxis

 [www.taxiradio-clermontferrand.fr](http://www.taxiradio-clermontferrand.fr)

 [www.taxi63.fr](http://www.taxi63.fr)

Taxis are available but contrary to the Anglo-Saxons system, the ride's price is often very expensive...





# LEASURES



# Université

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With over 100 sports and cultural activities UCA offers plenty of opportunities for students to find friends. Sporty students have to know that Clermont supports his great Rugby team ASM which was awarded the title of France champions in 2010 and in 2017. Music fans will enjoy the famous city rock scene called La cooperative de Mai and the international music festival called Europavox. Film goers will discover the largest world short-film festival which is held in Clermont-Ferrand each year in February. Of course, there are plenty other activities and, throughout the year, cultural outings are organized for international students in partnership with the international students association Worldtop.



15 bis, rue Poncillon  
63000 Clermont-Ferrand  
Tel. 00 33 (0)4 73 29 32 01

<https://sport.clermont-universite.fr>



29, boulevard Gergovia  
63037 Clermont-Ferrand  
Tel. 00 33 (0)4 73 34 66 03

<https://culture.clermont-universite.fr>



9, rue Kessler  
63 000 Clermont-Ferrand

<http://worldtop.ixesn.fr>



# Clermont

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Clermont-Ferrand's central position in France and Europe makes it a perfect starting point for visiting major French and European cities. The city is the capital of the Auvergne region by virtue of its ancient historical traditions and considerable economic and industrial development. The Michelin multinational company has its heads offices in Clermont-Ferrand and other large companies are settled in the surrounding area including Limagrain, Volvic, Alcan-Rhenalu, Aubert and Duval, Trelleborg, Capgemini, Goodyear-Dunlop... If you are looking for an internship, there may be some opportunities.

Clermont-Ferrand is well known as world capital for short film festival and it is also a leader in the European rock scene.

The city of Clermont-Ferrand remains on a human-scale. Distances are short and most key places are within easy walking distance. As the university is mostly city center based, you can easily walk to classes and save on the expense of public transport. If you prefer to live a little further out or are based on the science campus, a tramway service offers rapid and convenient links with the city center. The cost of living remains inexpensive in comparison with other large student cities in France and Europe and the monthly budget is estimated at between 600 € and 800 €, depending on your lifestyle. You will enjoy the city's friendly atmosphere and the vibrant student life generated by the presence of 36,000 students.

 [www.clermont-fd.com/decouvrir/clermont/clermont-jeune](http://www.clermont-fd.com/decouvrir/clermont/clermont-jeune)



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# *Auvergne*

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Clermont-Ferrand is surrounded by the largest natural park in France, the Auvergne Regional Park of Volcanoes. This area of outstanding natural beauty with its extinct volcanoes, lakes, rivers and forests is within a 15-minute drive from the city's old historic center and offers an extensive choice of outdoor sports activities for enthusiasts.

 [www.auvergne-tourisme.info](http://www.auvergne-tourisme.info)







[www.europavoxfestivals.com](http://www.europavoxfestivals.com)



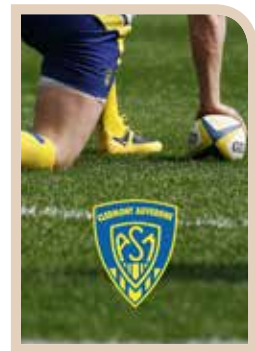
[www.clermont-filmfest.com](http://www.clermont-filmfest.com)



[www.aurillac.net](http://www.aurillac.net)



[www.lacoope.org](http://www.lacoope.org)





[www.asm-rugby.com](http://www.asm-rugby.com)



## CONTACTS

**Villa « Blatin »** 

36 bis Boulevard Côte Blatin  
63000 Clermont-Ferrand  
Email: [ri@uca.fr](mailto:ri@uca.fr) 

**Referent for housing and  
Moveon registration** 

Mme Brigitte MEILLEROUX  
Tel. 00 33 (0)4 73 40 64 39  
E-mail: [brigitte.meilleroux@uca.fr](mailto:brigitte.meilleroux@uca.fr) 

**Université Clermont Auvergne** 

49 Boulevard François Mitterrand  
CS 60032  
63001 Clermont-Ferrand Cedex 1



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