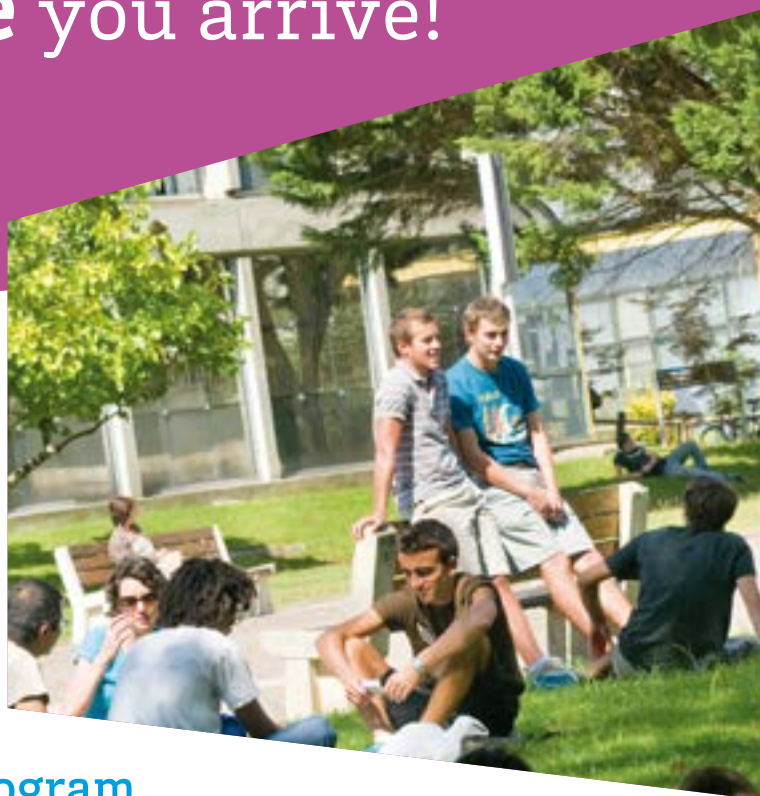


# What you need to know and do **before** you arrive!

## Registration



### International Students **outside** an Exchange Program



#### Level of Education

To start the first year of a Bachelor degree, you must have validated second level studies. To continue your studies (as of 2<sup>nd</sup> year Bachelor or Master) you must prepare your student file which will then be examined by the educational commission of the faculty you have chosen to pursue your studies.

#### Level of French

The B2 level in French is recommended (please refer to the Common European Framework of Reference for Languages), and this must be proven with a certificate (TCF or DALF). The cost of the test for such a certificate is approximately 65€ and may be taken at an Alliance Française or approved language center.

You do not need the TCF or DALF certificate if:

- › You are from a state where French is the official language or where secondary studies are completed mainly in French.
- › You are a foreign student from a bilingual French section listed by the Ministries of National Education and Foreign Affairs.
- › You have received the advanced diploma in French (DALF C1 and C2), the diploma of studies in French (DELF B2) or another language test that is officially of the same level.

#### Registration

In order to obtain your student card, you must pay a national fee. The amount of this fee is determined every year by the Ministry of Higher Education and Research and varies according to the degree and the existence of specific complementary contributions. Depending on your situation, payment for the French student social security scheme and complementary health insurance (optional) is added to the registration fees. This fee is retained by the university no matter the duration of the studies. The totality of these fees are paid in one go during the registration process.

The administrative registration process provides you with an official student status. It must be completed before the beginning of the 1<sup>st</sup> semester of the university year (September) and enables you to obtain your student card, Aquipass, and sit your exams.



## On-line application

### You are starting your third-level studies (1<sup>st</sup> year Bachelor degree).

You must complete a "DAP". This process is explained and may be completed on the website of the Ministry of National Education, Higher Education and Research. It varies depending on whether you are a foreign student:

- › Residing in France with a foreign second level qualification: "[Green file](#)"
- › Residing abroad with a foreign second level qualification: "[White file](#)"

The deadline for your application is mid-January.

### You are continuing your third-level studies (as of 2<sup>nd</sup> year Bachelor until Master year 2).

This process is different depending on whether you are a foreign student:

- › Residing in a country that has signed the "CEF" ("Centre pour études en France" Center for Studies in France) procedure: application to be completed directly on the Campus France website (deadline: end of March).
- › From a country in the EU or from a country that is not covered by the "CEF" procedure, with a foreign qualification: application to be completed on the Apoflux website (see our [website](#)).



## On-site registration

### (Some of the papers you may need)

- › Prior admission or pre-registration certificate provided by the university
- › Campus France authorization
- › Passport or ID card (valid for the duration of your stay)
- › ID photos
- › The originals of your degrees and their French translation completed by a sworn translator
- › A blank postal / bank check or money order / cash / credit card for the payment of the registration and social security fees
- › A civil liability certificate
- › Students from the EU: a copy of your European health insurance card

**NOTE:** if you plan on requesting financial aid for accommodation, other documents will be necessary. For example: your birth certificate translated into French by a sworn translator or a certified copy that corresponds to the original.



## CROUS accommodation

If you wish to apply for a room in the university residence, you must complete an application on the Internet site of the Regional Center of Student Social Services ("Centre régional des œuvres universitaires et scolaires" - CROUS) before the end of April : <http://www.crous-bordeaux.fr/international/>

**NOTE:** this request does not guarantee that accommodation will be granted. Please see the next section for other accommodation options.

# International Students within an Exchange Program



## Level of French

It is advised to have the B2 level (minimum B1 level required) in French in order to follow your studies at the University of Bordeaux within an Exchange Program.

## Registration

Many different exchange and grant programs exist at the University of Bordeaux. Please identify your program from this list and refer to our website for more details:

- › General Exchange Programs (Erasmus+, Quebec Exchange Program, Beca Argentina)
- › Erasmus Mundus Action 2
- › Specialized medical studies – DFMS/DFMSA
- › China Scholarship Council doctorate
- › Eiffel grant program



## On-line application

The procedure depends on the Exchange Program. Please consult our website to find out what forms you will need to complete. Should you have any questions, please refer to our "Welcome Contacts".



## On-site registration

### (Some of the papers you may need)

- › Passport or ID card (valid for the duration of your stay)
- › Non-EU students: student visa
- › Valid student card from your university of origin
- › ID photos
- › Students from the EU: copy of your European health insurance card
- › Students from outside the EU: an international insurance certificate (valid for the duration of the Exchange Program, translated into French or English, with no reimbursement limit)

## On-site registration (cont.)

- › Medical students: professional insurance certificate
- › Repatriation and civil liability certificate, valid for the duration of your Exchange Program (it is possible to obtain this once you are in Bordeaux)

**NOTE:** the papers required depend on your status and your program, please check our website and with our welcome contacts should you have any questions.



## CROUS accommodation

Erasmus students and international students within an Exchange Program may apply for a room in the university residence, close to the Campus. For this, you must:

- › Complete an application for the CROUS on the Internet site: <http://www.crous-bordeaux.fr/international/>.
- › Transfer your codes (INE number or student social file number and connection code) to the International Office contacts in charge of your program before mid-June at the latest.

**NOTE:** this request does not guarantee that accommodation will be granted. Please see the following section for other accommodation options.



# Immigration



## Passport/ID document

All foreigners who wish to pass the French customs must have a valid passport or ID document. For EU citizens, an ID card is sufficient. Passports and ID documents must be valid for the duration of your stay.

## Visa

- › EU Citizens and those from countries within the Schengen area do not need a visa.
- › If you are from outside this zone, you will need a long stay student visa when staying for over 3 months in France. In this case, please contact the Consulate General of France nearest to you for further information on how to apply and obtain your visa.

**NOTE:** to be able to study in France, you must have a student visa and this must be obtained before arriving in France.

## Residence permit

- › EU Citizens and those from countries within the Schengen area do not need a resident permit. However, if you are from Croatia and you want to find a job while studying, you must have a residence permit.
- › If you are from outside the EU and Schengen area, please contact your closest Consulate General of France for information on the residence permit.

# Accommodation



If you do not manage to find university accommodation with the CROUS, other solutions include:

- › Social housing
- › Renting in the private sector
- › Private student residences
- › "Habitat Jeunes" (Youth Habitat) residences
- › Youth hostels
- › Home hospitality

Please refer to our website for more details on these alternative solutions.



The Student Life Center on your campus may help with your accommodation search.

# French classes



The International Office offers French classes free of charge to students within Exchange Programs. These will help you follow and understand your specialty classes and also help your integration process within the campus and the town of Bordeaux.

The International Office will contact you with further information concerning the organization of these classes.

For students outside an Exchange Program, classes may be taken with the Alliance Française: 126 Rue Abbé de l'Épée, 33000 Bordeaux  
Ph. +33 (0)56 79 32 80 or  
Email: af@alliance-bordeaux.org

You may also contact:  
University Bordeaux Montaigne DEFLE  
(Study Department: French as a Foreign Language)  
Ph. +33 (0)5 57 12 44 44 or  
Email: defle@u-bordeaux-montaigne.fr

## Budget



### Example of monthly expenses

#### Accommodation

- › University residence room ..... 149 to 420€
- › Private studio ..... 500€

#### Food

- › Meals at the university restaurants (2 meals per day) ..... 186€
- › Breakfast ..... 40€

#### Transport

- › Tram/bus (annual subscription) ..... 18,25€

#### Misc. expenses

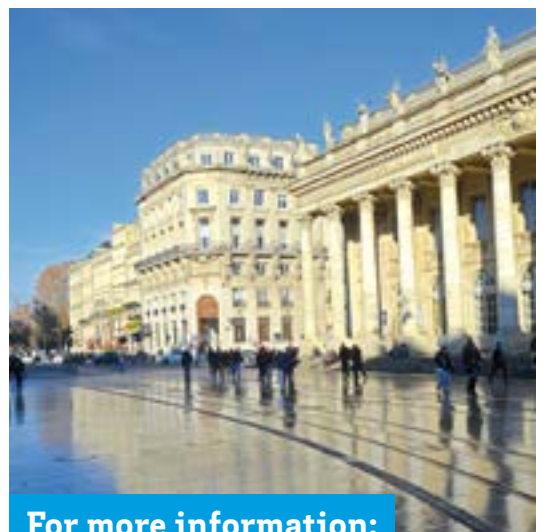
- › Stationery, books, handouts ..... 100€
- › Housekeeping, clothes ..... 100€
- › Complementary Insurance (optional Health Insurance)..... 215 to 300€
- › Leisure activities ..... 50 to 100€

#### Extra expenses for the first month

- › Moving-in costs and security deposit ..... 1 000€  
(1 months' rent approximately)
- › University registration fees ..... 200 to 400€  
(scholarship students exempted)
- › Social Security (for students from outside the EU) ..... approx. 215€
- › Civil liability insurance..... 15 to 20€
- › OFII tax..... 58€

#### Note

- › **NB!** Before your arrival, connect to the Student Mentor website: <https://parrainage.u-bordeaux.fr/> and find yourself a mentor to help with your integration process.
- › Try to avoid arriving in Bordeaux at weekends as the university and the Welcome Offices are closed. Students who will be staying in university residences must contact the Student Life Center before arriving to find out about opening days and times. If the student residence is closed, you will need to book a night or two in a hotel or Youth Hostel.
- › Should you require any further information about all the procedures listed in this document or anything else, please refer to the "Welcome Contacts" in our Welcome Guide for International Students. You may then contact the relevant person according to your Campus/Exchange Program.



**For more information:**

**[www.u-bordeaux.fr](http://www.u-bordeaux.fr)**  
**[www.u-bordeaux.com](http://www.u-bordeaux.com)**