

Contacts : erasmus-in@univ-montp3.fr
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I. Registration procedure and “Application Form”

- All the information about the registration procedure is on our website:
<http://relations-internationales.upv.univ-montp3.fr/mobilites-etudiantes/etudier-a-montpellier-sur-programmes/erasmus-erasmus/>
- Erasmus students must **register online** on our university website:
<https://paulvalery.moveon4.de/locallogin/5661532d83fb96715bc6feff/eng>

The Online registration deadline :

- **15th May** for the 1st semester (arrival in September)
- **30th September** for the 2nd semester (arrival in January)

- Then, they have to send:
 - The **Application Form** should be **completed** on-line, printed, **stamped and signed** by the home university,
 - **+ Learning Agreement** completed (with codes and titles of the courses, signed by the home university) to the following address:

Université Paul Valéry – Montpellier
Bureau Erasmus 208A – Etudiants ‘IN’
Route de Mende
34199 Montpellier Cedex 5 - France

The deadline for receiving the registration documents:

- **1st June** for the 1st semester (arrival in September)
- **15th October** for the 2nd semester (arrival in January)

The students must provide a valid email address so that we can communicate with them quickly when necessary.

II. Compulsory Linguistic Requirements at UPVM

Required level of French: at least **level B1** as defined by the Common European Framework of Reference for Languages (CEFR) –

http://www.coe.int/t/dq4/linguistic/source/framework_fr.pdf

A level B2 is strongly recommended, particularly for those taking Master level courses.

The students must send the following documents by email (attachments) **with the Application Form and the Learning Agreement:**

- The Level certificate of French that you can find attached (“Attestation de Langue Française B1”), filled and signed by a French teacher of your university.
or

- The results of a recognized French certification, such as DELF/DALF or the TCF (Test de Connaissance du Français: <http://ciep.fr/tcf/>)

To note : the acceptance is conditioned by this requirement.

III Pedagogy / Learning Agreement

A Conditions of access to courses year 2016-17 and information :

1/ Free access for the courses – based on the number of available places : from « Licence 1st year – Licence 2nd year to Licence 3rd year».

Access with permission of the head of the Master : Master 1st year and Master 2nd year.

2/ Attention, access are not allowed:

- All training modules (with « stage »/mémoire),
- Licences and Masters “professionnels”,
- Training courses for competition preparation (« formation de préparation aux concours »),
- **Language courses : Prohibition on following your native language courses of the Licence 1st year.**

3/ Reserved or limited access:

- **Field of Information Communication** : access only for students on Erasmus + agreements with the department of “Information Communication” (ITIC) :

Info Comm	Code : 032	
Espagne/Spain	Universitat Jaume I	E CASTELL01
	Universidad Rey Juan Carlos	E MADRID26
	FORMATIC BARNA S.A.	E BARCELO102
	Universidad Complutense de Madrid	E MADRID03
Italie/Italy	Università degli Studi di Bari	I BARI01
	Università della Calabria	I COSENZA01
	Università degli studi di Salerno	I SALERNO01
	Università degli Studi di Sassari	I SASSARI01
	Università degli studi di Bologna	I BOLOGNA01
Pays-Bas/Netherlands	Radboud Universiteit Nijmegen	NL NIJMEGE01
Portugal/Portugal	Universidade do Minho	P BRAGA01
Roumanie/Romania	Universitatea din Bucuresti	RO BUCURES09
	Universitatea 'Alexandru Ioan Cuza'	RO IASIO2
	Universitatea de Vest din Timisoara	RO TIMISOA01
Turquie/Turkey	Marmara Üniversitesi	TR ISTANBU05

- **Field of “Cinéma” :**
 - **Free access** - depending on availability –in L1 and L2
 - **Access reserved only for students on Erasmus + agreements with the department of “Cinéma” in L3 and M1.**

Translation courses at Université Paul-Valéry Montpellier: only from French to other language and from the other language to French.

B. Learning Agreement

- **This document must be sent with the Application Form.**
- This document must be **signed by the home university.**
- The list of courses must be established by the home university.
- **Important:** Students must choose courses **mainly (75% of the ECTS) in the department with which the Erasmus agreement is signed.** They may choose the rest of ECTS as optional courses in other departments of the University.

Incoming students can find **information on courses and the ECTS program** on our website:

Bachelor's degree : <http://scuio.univ-montp3.fr/index.php/licence>

Master : <http://scuio.univ-montp3.fr/index.php/master>

6 **UFR** (Unités de Formations et de Recherche) = Faculties and 1 Institute

List of Departments by Faculty (UFR) :

[UFR 1 - http://www.univ-montp3.fr/ufr1/](http://www.univ-montp3.fr/ufr1/)

Literature, Arts (cinema-theater), Philosophy, Psychanalysis

[UFR 2 – http://ufr2.univ-montp3.fr/](http://ufr2.univ-montp3.fr/)

Foreign and regional languages and cultures (LLCER / LEA / CLER)

[UFR 3 – http://ufr3.univ-montp3.fr/](http://ufr3.univ-montp3.fr/)

Human sciences and environmental sciences

[UFR 4 – http://ufr4.univ-montp3.fr/](http://ufr4.univ-montp3.fr/)

Economic, Mathematic and Social sciences

[UFR 5 – http://www.univ-montp3.fr/ufr5/](http://www.univ-montp3.fr/ufr5/)

Subject and Society sciences

[UFR 6 – http://ufr6.univ-montp3.fr/](http://ufr6.univ-montp3.fr/)

Education and Sciences for LLASHS (= Literature, Languages, Arts, Human and Social Sciences)

Institut des Technosciences de l'Information et de la Communication (ITIC = Language sciences, Information and Communication) - <http://itic.univ-montp3.fr/>

C. Other pedagogical information:

Intensive French Language Courses : Classes in French as a foreign language are provided by the Institut d’Etudes Françaises pour Etranger (IEFE). For further information about fees and courses contact: <http://iefe.univ-montp3.fr/>

IV Academic year

Our **academic year** is divided into two semesters. The academic calendar is available on our web site : <http://www.univ-montp3.fr/>

1st semester: Winter: from the beginning of September to the end of December

2nd Semester: Spring: from the beginning of January to the end of May

Arrival time : No later than 1 week after the beginning of classes for each semester (**exams registration will be technically impossible**).

V. Accommodation

UNIVERSITY ACCOMMODATION: according to the possibilities

A few rooms in University halls of residence are available for Erasmus students. So your students should apply for a room as soon as possible, by **15th June** at the latest.

<http://relations-internationales.upv.univ-montp3.fr/files/2012/09/logterasmus1314.pdf>

Applying for a room in a hall of residence **does not mean** that the students can obtain it. They will be told whether rooms are available **by 30th June at the latest**. If they cannot have a university room, they will have to find private accommodation by their own means.

By accepting accommodation in a hall of residence, students **must agree to pay the rent for the whole period of their mobility, semester or full year** (prices range from 175 to 400 euros/month).

Students will be required to have their room or flat insured.

PRIVATE ACCOMMODATION:

If the student wishes, he can find accommodation in the private sector. In this case, he must find it as soon as possible. A “guarantor” in France will be required to conclude the lease. You can find information about the student rental deposit « **la Clé** » **by the following link:**

<http://www.lokaviz.fr/>

Procedures calendar:

Action	Deadline	How
Nomination by the partner University	1 ^{er} semester : 15 April 2 nd semester : 30 September	Email
Registration on line : https://paulvalery.moveon4.de/locallogin/5661532d83fb96715bc6feff/eng	1 ^{er} semester : 15 May 2 nd semester : 30 September	Online

<p>Send the completed registration documents :</p> <ul style="list-style-type: none"> -Signed and stamped application form -French level certificate (B1) -Learning Agreement signed by the sending university -Transcript of records of the previous years 	<p>Receipt by the Erasmus Office at the latest :</p> <p>1^{er} semester : 1st June 2nd semester : 30 October</p>	<p>Email/postal mail</p>
<p>Application form for accommodation: http://relations-internationales.upv.univ-montp3.fr/files/2012/09/logterasmus1314.pdf</p>	<p>1^{er} semester : 15 June 2nd semester : 30 October</p>	<p>Email/postal mail</p>