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ISEP Direct Students

Please consult this page regularly for updates

1. Administrative information for your arrival (process and documents)

Once your application has been approved by both your home university and Université Paul-Valéry (HIPC), you will need to go through these procedures before coming to Montpellier.

Moveonline

You have to fill in the Moveonline Registration by April 15 for the Fall semester and Full year, by October 1 for the Spring semester. This will complete your application and generate your acceptance letter.

[Please register here](#)

Interlog (housing registration process)

Interlog Guide

Our office will send you your access code at the latest May 15 (for Fall semester and Full year), November 1 (for Spring semester). You will have one month to complete the procedure (deadline for the Fall semester and Full year: June 15 and December 1 for the Spring semester).

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

This procedure is complete when you have paid, online, a safety deposit ("Caution") of about 230€. Interlog will secure you a room at the "cité universitaire" (see « Housing and Meals »).

Safety deposit reimbursement form

Filled in by your bank in your home country, except for the box in grey to be left blank.

Handwritten safety deposit reimbursement form will be rejected.

W9 form

It's a document asked by the US government for the opening of your French bank account. Use this form only if you are a US person (including a resident alien) to provide your correct TIN. It is mandatory for the pre-opening of the French bank account.

Registration at UPVM and health insurance

When you arrive, we will register you at the university.

French law requires all students staying in France to be covered by the French Social Security so as to ensure medical coverage. The cost of the Health Insurance is included in your program fees but you have to indicate which insurance you prefer between the two student insurance offers: [MEP](#) or [LMDE](#).

➔ For more information, see the PDF « FAQ & Vademecum »

Visa OFII

Because of new visa regulations, it is no longer necessary to obtain the "carte de séjour / residency permit". For more information about documents needed, please consult this link: <http://www.consulfrance-chicago.org/Long-stay-visa-for-studies>.

➔ For more information, see the PDF « FAQ & Vademecum »

Bank

We will help you open your bank account during orientation.

Once you arrive in Montpellier, it will be mandatory for you to open a French bank account with our partner Société Générale bank (Agence Comédie - 11 Boulevard Sarraill, 34000 Montpellier). The bank account will provide you with a housing insurance for 5€ per month. The insurance is mandatory when living in an apartment, at the dorms or in a home stay.

- ➔ For more information, see the PDF « FAQ & Vademecum »
- ➔

Documents to bring with you for the first meeting (mandatory):

☛ Upon arrival, you will have to provide:

- 1 copy of your passport
- 1 copy of your visa (with the stamp of the day of arrival)
- 2 ID pictures at least. You will also be asked for ID pictures if you stay in the dorms, etc.
- The OFII form, if you were given one by the Embassy. You have to fill in your part and sign it.

Important :

Never give an original copy of the documents. Make a copy of the original documents that will be required by the consulate.

2. Calendar and arrival

Calendar

You can see the university calendar on our website: <https://www.univ-montp3.fr/fr/calendrier-universitaire>

FALL SEMESTER 2017-18

September 5, 2017 to December 8, 2017

Exams: December 11 - 13, 2017

Fall holidays: TBC

Winter holidays: TBC

SPRING SEMESTER 2017-18

January 30, 2018 to May 18, 2018

Exams: May 22 - 24, 2018

February holidays: TBC

Easter holidays: TBC

Arrival

1. Fall Semester arrival

You have to be in Montpellier on August 31 2017. No pick up is organized but we need to have the details of your arrival in Montpellier. Please send the "Arrival document in Montpellier" with all your arrival details (airport or train station, company, provenance and flight number, precise time) to julie.zamorano@univ-montp3.fr by July 1.

2. Spring Semester arrival

You have to be in Montpellier in January 19 2018. No pick up is organized but we need to have the details of your arrival in Montpellier. Please send the "Arrival document in Montpellier" with all your arrival details (airport or train station, company, provenance and flight number, precise time) to andree.meyers@univ-montp3.fr by December 1.

If you think you will be, or may be, interested in taking integrated classes or Cours RI, please conform to the ISEP-Exchange calendar.

→ Download the « Document d'arrivée à Montpellier » on our website

3. Orientation (mandatory)

Fall semester Orientation

- Admin. and Academic orientation: September 4, 2017, 9.30am (IEFE Building room I207)
- French placement tests (written test): September 1 2017, 10am (Room F 05 A)
- French placement tests (oral test): September 1 2017, 9am (Room F 05 A)
- Opening of the French bank account: September 4, 2017, 2pm. *A student assistant will accompany you to the bank.*

Attention :

All students will be required to go to the special individual sessions for choosing / finalizing the choice of courses. You will be told what slot will be yours when you are in Montpellier.

Spring semester Orientation

- Administrative and academic meeting: January 23 2018, (time and room TBA)
- French placement tests (written test): January 24 2018, (F building room TBA)
- French placement tests (oral test): January 24 2018, (F building room TBA)
- Opening of the French bank account: January 25, 2018. A student assistant will accompany you to the bank.

4. Housing and meals

Housing

ISEP Direct students will be lodged in dorms at the Cité Universitaire Vert Bois next to the Campus. Your room will be a "studio" which includes a single bed, a shower, a toilet, a small refrigerator and a kitchenette.

Please refer to the section concerning the Interlog housing procedure.

Meals

As for the meals, you can either do your own cooking or eat in one of the "Restaurants Universitaires" (about 3€ per meal).

In the dorms, please note that pots and pans are not provided.