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ISEP Exchange Students

Please consult this page regularly for updates

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

Your application first needs to be approved by your home university. You then need to complete the following procedures.

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, you have to register with us at the university.

French law requires all students staying in France to be covered by the French Social Security, the national health system, so as to ensure medical coverage. The students must enroll in the French "Sécurité Sociale" (215€ last year) as well as the "Vie étudiante" (5€10 last year). It cannot be paid in cash (payment instructions are provided during orientation). You have to indicate which insurance you prefer between the two student insurance offers: [MEP](#) or [LMDE](#).

Payment MUST be carried out during registration.

Important :

For most universities, this health coverage will be included in the invoice that will be sent to the home university and will not have to be paid for by the student. Please check in advance what will apply in your case.

➔ 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 Sarraïl, 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 11, 2017 to December 15, 2017

Fall holidays: October 28, 2017 to November 5, 2017

Exams for smaller departments: December 11, 2017 to December 15, 2017

Exams for larger departments: December 16, 2017, 2017 to December 22, 2017

Winter holidays: December 23, 2017 to January 7, 2018

Retake session: May 2 – 7 and May 15 – 17, 2018

SPRING SEMESTER 2017-18

January 8, 2018 to April 13, 2018

February holidays: February 17 - 25, 2018

Exams for smaller departments: April 9 - 13, 2018

Easter holidays: April 21 - 29, 2018

Exams for larger departments: April 14 - 20, 2018

Retake session: May 28 to June 7, 2018

Arrival

1. Fall Semester arrival

You have to be in Montpellier on September 1 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 on January 3 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.

➔ Download the « Document d’arrivée à Montpellier » on our website

3. Orientation (mandatory) and courses

Fall semester Orientation

- Admin. and Academic orientation: September 5, 2017, 9.30 am (room B309)
- Sessions to finalize the choice of courses: September 6, 2017, 2 pm (room BN2)
- French placement test (written test) : September 4 2017 , 11 am (IEFE Building, room I207)
- Opening of the French bank account: September 5, 2017, 2 pm. *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

- Academic and Administrative orientation: January 5 2018, 09:30 am – (room TBA)
- Sessions to finalize your choice of courses: January 5 2018, time (TBA) – CLER (Centre de Langues, bâtiment R).
- Opening of a French bank account: January 4 or 5 2018, time (TBA). 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.

Courses

1. Integrated classes

You are encouraged to take “integrated classes” within the university. These are the regular courses taken by degree-seeking or other exchange students. They are delivered in French, except for courses offered by the English Department. These courses can be taken by students with a good level in French (B1).

To choose your classes at the university (“Integrated classes”), go to:

<https://www.univ-montp3.fr/fr/formations/offre-de-formation/licence-lmd-XA.html>

You can also go to the “FAQ & Vademecum” Section on our website.

2. Cours RI

ISEP Exchange students are allowed to take 1 Support course (“Cours RI”). To choose your Support courses “Cours RI”, have the detailed description and timetable on the “FAQ & Vademecum” Section on our website.

4. Housing and meals

Housing

ISEP Exchange students will be lodged in dorms at the Cité Universitaire Vert Bois next to the Campus. Your room will be a “chambre rénovée confort tri-fonction” which includes a single bed, a shower, a toilet and a small refrigerator.

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.

5. Stipends

Stipends are given 2 months at a time. You are advised to bring at least 1 or 2 months spending money with you.
Approximate dates :

- September and October: beginning of October
- November and December: beginning of November
- January and February: beginning of February
- March and April: beginning of March
- May: end of April.