UNIVERSITY NOMINATION DEADLINES

FULL YEAR (FY) or FALL semester (S1):
April 15th 2023

SPRING semester (S2):
October 15th 2023

STUDENT APPLICATION DEADLINES

FULL YEAR (FY) or FALL semester (S1):
May 1st 2023

SPRING (S2) semester:
November 1st 2023

APPLICATION PROCESS

Step 1 NOMINATION
Exchange students are nominated through the International Office of their home university. Once their nomination has been confirmed by AMU, online application has to be submitted.

Step 2 ONLINE APPLICATION
Complete the online application through AMU’s mobility portal. The documents listed on the next page have to be submitted.

Step 3 ADMISSION
After the application has been examined and accepted, students will receive an admission letter as well as “the welcome package” with all useful informations.
LIST OF DOCUMENTS NEEDED TO SUBMIT APPLICATION

- Curriculum Vitae
- Academic transcript of records
- Language proficiency certificate: *it is not mandatory but highly recommended*
- Cover letter
- Learning agreement *(courses preselected at AMU by nominated students)*
- Copy of passport
- Reference Letter

LANGUAGE REQUIREMENTS

Language level depends on the relevant faculty requirements with at least:
- B1 in French,
- B2 in English.

Some specificities may apply depending on the departmental recommendations. For more information please contact your CIVIS or institutional Erasmus+ coordinator at your home university.

CONTACTS FOR NOMINATIONS

The nomination form should be sent by mail to the institutional mobility coordinators:

*civils-incomingmobility@univ-amu.fr*

All nominations are accepted, but mobility acceptance will be given by each School/Faculty in accordance with their hosting capacity.
ACADEMIC INFORMATION

ACADEMIC CALENDAR

- **Recommended arrival date**: 1 week before Welcome week
- **Last week of August**: Welcome week
- **Beginning of September**: Fall semester
- **End of January**: Examinations
- **End of May / June**: Welcome activities
- **Spring semester**: Beginning of February

GRADES AND REQUIREMENTS

- **ECTS grades — 20 points scale**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Points</th>
<th>Definition</th>
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</thead>
<tbody>
<tr>
<td>A</td>
<td>16-20</td>
<td>Excellent</td>
</tr>
<tr>
<td>B</td>
<td>13-16</td>
<td>Good</td>
</tr>
<tr>
<td>C</td>
<td>10-13</td>
<td>Average</td>
</tr>
<tr>
<td>D</td>
<td>8-10</td>
<td>Below average</td>
</tr>
<tr>
<td>E</td>
<td>6-8</td>
<td>Insufficient</td>
</tr>
<tr>
<td>F</td>
<td>0-6</td>
<td>Fail</td>
</tr>
</tbody>
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COURSE LOAD PER SEMESTER

- **24 ECTS credits** minimum authorized
- **30 ECTS credits** recommended
- **34 ECTS credits** maximum authorized
SUL (UNIVERSITY SERVICE OF LANGUAGES)

FLE-AMU FRENCH CLASSES OPEN TO EXCHANGE STUDENTS

30 hours of French courses, spread over 10 weeks (one semester) and subject to availability.

In order to qualify for 6 ECTS, students are required to include "FLE-AMU" courses in their Learning Agreement and to follow 9 additional hours of online self learning.

TRANSCRIPT OF RECORDS

Transcripts are sent to the partner University within 5 weeks after the exchange semester ends. Possibility to re-sit failed exams in June.

**Depending on the programme / faculty, there may be no re-sits sessions.

COURSES OPEN TO EXCHANGE STUDENTS

Students can take courses in maximum 2 departments within the same faculty/school (60% in the department where they are registered at their home university and 40% in another department).

It is highly recommended to contact the International Relations Offices within the Schools and Faculties prior to finalising your course selections:

Contacts

French-taught courses: English-taught courses:

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LIFE IN AIX-MARSEILLE

HEALTH MEASURES
The conditions for entering France will depend on your country of departure and your vaccination status.

AMU keeps you informed!

STUDY PERMITS/VISA PROCESS
Please check with the appropriate French Embassy or Consulate in your home country for information about how to apply for a student visa.

INSURANCE
Non EU students:
After arrival, you need to be aware about mandatory affiliation to the French health plan, free of charge on-line:

EU students:
You should obtain European health insurance card (CEAM)

All students:
You have to subscribe to housing insurance that includes personal liability insurance

TRANSPORTATION
ARRIVAL BY PLANE
The closest airport to Aix-en-Provence and Marseille is MARSEILLE-PROVENCE AIRPORT located approximatively 20 miles away from Aix or Marseille.

ARRIVAL BY TRAIN
There are two different train stations “gare” associated with Aix:
- the Gare SNCF Aix Centre-Ville is located in downtown Aix
- AIX TGV is the high speed train station located about 15 minutes by bus outside Aix

Only one Train station is associated to Marseille: Gare SNCF Marseille St Charles

COST OF LIVING
Accommodation in Hall of Residence:
≈ 255 €/month

Accommodation off-campus:
≈ 500 €/month

Food expenses:
≈ 300 €/month

Campus cafeteria:
≈ 3 € per meal
ON-CAMPUS HOUSING

International students admitted to exchange programs at Aix Marseille University can benefit from accommodation in CROUS residences for the duration of their stay. Admission is not automatic: it depends on the availability and capacity of on-campus housing.

Before their arrival

- Fill in the MoveOn and MesServicesEtudiants forms
- Confirm their booking through a 100€ down payment
- Upload their proof of identity and housing insurance including personal liability
- Sign and upload their housing contract

Upon their arrival

- Pay their room for the whole semester at the frontdesk of the residence
- Pay a security deposit (refunded at check out)

*S. Cash payment is not accepted. Students should confirm with their bank that they can make international payments with their card.

SURROUNDINGS

Aix-en-Provence:
A vibrant historic City and arts center

Marseille:
A major sea harbor near the French Riviera, at the foot of the Parc national des Calanques

STUDENT RESOURCES & SERVICES

LIVINFRANCE

The online platform LivinFrance helps international students prepare their departure before they even arrive in France

BUDDY SYSTEM

International students can take part in the Buddy program and have a student tutor. A local student (a Buddy) will help integration at the university
The Welcome Desk for international students is open from the last week of August until the end of September on site and on appointment. This event offers international students the opportunity to meet our different local partners and get valuable assistance in completing all the administrative procedures they need to deal with:

- Visa
- Health insurance system
- Complementary insurances
- Bank account
- Housing and accommodation
- Student membership transport passes

It will also help them to get in touch with the different internal or local services of AMU.

The International Welcome Week is held one week before the start of the academic year. This event is organised in order to facilitate student’s integration on campus. Students can take intensive French language courses and take part in cultural activities. International Welcome Week as well as its activities are free of charge. It is highly recommended to arrive one week before the beginning of the fall semester and take part in the International Welcome Week.