

Fact Sheet

for Exchange Students – *worldwide universities*

2019/20



APPLICATION PROCEDURE

Step 1: Nomination

You must be nominated by your home university to apply to the Paris Diderot exchange program.

Please note that being nominated does not guarantee you will be accepted into the program.

DEADLINE FOR NOMINATION

1st semester (Sept.-Jan.) or academic year (Sept.-June): **15 April**
2nd semester (Jan.-June): **15 October**

Step 2: Invitation & application package

The Incoming Student Manager will send an invitation to apply to the email address provided by your home university.

It will include the application package with the detailed procedure and all the documents you need to fill out.

Invitation rounds start

1st semester (Sept.-Jan.) or academic year (Sept.-June): **mid-February**
2nd semester (Jan.-June): **mid-September**

Step 3: Application

Follow the instructions given in your invitation.

Send your application as a **PDF** file by **email**.

DEADLINE FOR APPLICATION

1st semester (Sept.-Jan.) or academic year (Sept.-June): **30 April**
2nd semester (Jan.-June): **30 October**

LIST OF REQUIRED DOCUMENTS

For all applications

Documents to prepare:

- Resume (in French)
- Cover letter (in French)
- Transcripts of records from the academic year prior to mobility (in French or English)
- French or English language proficiency certificate (*details below*)
- Copy of your passport
- ID photo

Documents that will be given with your invitation:

- Online form
- Learning agreement
- Housing form (if applicable)

LANGUAGE REQUIREMENTS

Please note that

All courses are taught in French except for a few within the departments of English Studies and Applied Languages.

French language requirement

DELF B2 - DALF C1 - TCF B2 - TEF Level 4.
Taking the written expression part of the exam is mandatory.

A copy of the official certificate must be sent with the application.

Exception

If you wish to exclusively study in English, the French language certificate can be waived. However, you will not be allowed to take courses in French, except for French as a Second Language (FLE) courses.

You must also provide an English proficiency certificate in your application: IELTS 5.5, TOEFL iBT 71, TOEFL ITP 527. The resume and cover letter must also be written in English.

FIELDS OF STUDIES OPEN TO EXCHANGE STUDENTS

Departments

All departments within Université Paris Diderot are open to exchange students.

Restrictions

- Courses in Film studies are restricted to students in Film studies at their home university. Workshops cannot be attended.
- Courses from the Psychology Department are restricted to students enrolled in Psychology studies at their home institution. Workshops cannot be attended.
- Workshops of *Lettres pour l'écrit* in the French Literature Department cannot be attended.
- Medical studies are available only for students coming on a Medical agreement.
- Engineering studies are only available if there is an agreement with the Engineering School.

FRENCH LANGUAGE COURSES

Intensive French course (SILC)

An Intensive French Course (SILC) is available before each semester at the beginning of September and January. It includes French courses as well as cultural visits of Paris.

Fee: €250. Number of hours: 40.

A certificate granting 2 ECTS credits will be provided at the end of the SILC.

You can register on your online form and we will send you the placement test link once you are accepted into the exchange program.

French as a Second Language (FLE)

French as a Second Language courses (FLE) are available during the semester.

You can take a maximum of 2 courses per semester (3 hours per week). One class gives 3 ECTS credits. You can select one grammar course and one workshop.

The International Office will send you information on how to register upon arrival. You do not need to include them in your initial learning agreement.

COURSE INFORMATION

Course selection

A course catalog will be included in your application package. You can use it to fill out your learning agreement.

For students applying for the Fall semester, information for the next academic year will not be available yet. You can base your choice on the current year's courses and adjust your learning agreement once you arrive at the university.

Course load

We recommend you take a majority of courses in your main field of study, but you can also choose courses across all disciplines and levels of study.

The minimum course load per semester is 2 courses (non-FLE) and the maximum is 30 ECTS credits.

Grading scale

The grading system in France is based on a numbered scale from 0 to 20, with 20 as the highest possible grade. Grades above 16 are rare and receiving a 20 is nearly impossible. Most students generally receive between 11 and 14. 10 is the minimum passing grade.

For your information, please find a description of the French scale:

<i>French scale</i>	<i>Description</i>
18 - 20	Excellent
16 - 17.9	Very good
14 - 15.9	Good
12 - 13.9	Satisfactory
10 - 11.9	Sufficient
8 - 9.9	Fail
0 - 7.9	Fail

Credit system

Paris Diderot uses the European Credit Transfer System (ECTS). The number of ECTS credits per course generally varies between 2 and 7.

Transcript of records

When the departments have entered your grades into the university's system, the International Office will send two copies of your transcript to your home university.

Expected dates for 2018/19:

1st semester students: **late February**

Full-year and 2nd semester students: **late July**

Transcripts cannot be issued before these dates.

YOU SENT YOUR APPLICATION: WHAT HAPPENS NOW?

Step 4: Acknowledgment of receipt

The Incoming Student Manager in charge of your application will send you an acknowledgment of receipt by email once they receive your application.

If your application is not complete, you will be notified and informed of the necessary steps to take.

Please make sure you check your inbox regularly.

Step 5: Academic assessment

Your application will be forwarded to the appropriate department for academic assessment.

During this time, you may be asked to make some changes in your learning agreement.

Step 6: Decision

The department's decision will be communicated to you by email.

Step 6b: Admission package

If you are admitted into the program, you will receive by email an admission package with a copy of your letter of acceptance, the exchange student guide, and information about Orientation Day.

We will send the original of your acceptance letter to your home university if the original is required for your visa application.

Please note that

At this point, your preliminary course selection has been communicated to the appropriate department, but you must sign up personally to each of the courses once at Paris Diderot. We will give you more details about how to register when you arrive.

YOU HAVE BEEN ADMITTED INTO THE PARIS DIDEROT EXCHANGE PROGRAM: HOW TO PREPARE? (1)

Finalize your housing process

Paris Diderot offers 2 housing solutions to exchange students. For more information, visit our website: <https://international.univ-paris-diderot.fr/venir-paris-diderot/se-loger-paris>

- CROUS student residences
- Online platform

The university offers a limited number of studios in CROUS student residences, on and off campus.

You can apply by sending the housing form with your application.

We do not guarantee that all students who apply will be granted a studio.

Dates of housing committee decision (subject to change):

1st semester or full-year applications:

end of May

2nd semester applications:

end of November

Approximate budget: €500/month

Paris Diderot just launched its online housing platform in 2018.

Accommodations from private owners, halls of residence, real estate agencies, or rooms in private homes, are available close to the university.

Information on how to access the platform will be sent by the housing committee once you have applied to the program.

Approximate budget: €900/month

A housing aid called CAF is available for international students. For more information: www.caf.fr

We suggest you start looking for housing as soon as you apply.

YOU HAVE BEEN ADMITTED INTO THE PARIS DIDEROT EXCHANGE PROGRAM: HOW TO PREPARE? (2)

Apply for a student visa

The university does not provide visa services, so you must contact the French Consulate or a Campus France Center depending on your country.

We recommend you start applying for a student visa as soon as possible once you are accepted.

Please note that you **cannot** study in France on a tourist visa.

To help you navigate your visa application, visit the official government website: <https://france-visas.gouv.fr/web/france-visas/accueil>

Recommended date of arrival

1st semester or full-year students: 1st week of September
2nd semester students: 1st week of January

Classes start

1st semester or full-year: mid-September
2nd semester: mid-January

However, Orientation Day will be held the week prior.

Maximum date of arrival

We will not accept students after the following dates:

1st semester and full-year students: 30 September
2nd semester: 31 January

Please advise the International Office if you cannot arrive at the recommended date and get an authorization for late arrival.

EXCHANGE STUDENTS SERVICES

Orientation

The orientation meeting for exchange students is held at the beginning of each semester on the first week of September and January.

The specific date and place will be communicated in July and December.

If you cannot attend orientation, please let your Incoming Student Manager know. You will need to come by the International Office when you arrive.

If you have any questions about your stay at Paris Diderot, we suggest you ask them during orientation as they can help other students as well or when you come to our office.

Some departments also hold meetings for international students. Your academic advisor will let you know about it.

JAVA

Every September, the university organizes an Orientation Week called JAVA to welcome all first-time Paris Diderot students.

You will receive more information about this event during the exchange students orientation meeting.

Buddy Program

To help you adapt to your new environment and life in Paris, Paris Diderot offers a buddy program. Students from Paris Diderot will help and assist you in cultural, administrative and sometimes academic aspects.

You can apply on your online application. Our community manager will contact you in July for 1st semester and full-year students and in January for 2nd semester students.

As places in this program are limited, we cannot guarantee you will be selected.

Events are held at the beginning of each semester to introduce exchange students to Paris Diderot students and during the semester so you can stay in touch.

Scholarships

Paris Diderot does not offer scholarships for incoming students.

Please note that it is very difficult for exchange students to get a part-time job. It is important that you have enough funding to cover the expected cost of your stay in Paris, which should be at least €1000 per month (or equivalent in your currency) for the expected period of stay.

<https://international.univ-paris-diderot.fr/>

Incoming Student Manager – worldwide universities: accueilentrants@univ-paris-diderot.fr

POSTAL ADDRESS

Université Paris Diderot
Case courrier 7140
5, rue Thomas Mann
75205 PARIS CEDEX 13
FRANCE

VISITING ADDRESS

5, rue Thomas Mann
Bâtiment des Grands Moulins
Aile A – 2nd floor (no elevator)
75013 PARIS

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