

FACT SHEET FOR STUDENTS EXCHANGE PROGRAMS

**FOR CIVIS INCOMING STUDENTS
2024-2025**

GENERAL INFORMATION

Institution: Aix-Marseille Université (AMU) - F MARSEIL84

President: Pr Eric BERTON

➤ [Institutional website:](#)



➤ [AMU's presentation video:](#)



International Relations Office Director (DRI): Mrs Christine Logier

Students Mobility Director: Mrs Marie Tredy

Contact list :

➤ [Information about CIVIS:](#)



➤ [Information about exchange students:](#)



NOMINATION & APPLICATION CONDITIONS

UNIVERSITY NOMINATION DEADLINES

FULL YEAR (FY) or FALL semester (S1):

1st April 2024

SPRING semester (S2):

1st October 2024



STUDENT APPLICATION DEADLINES

FULL YEAR (FY) or FALL semester (S1):

21st April 2024

SPRING (S2) semester:

21st October 2024

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

Students must 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 depending on the faculty*
- ✓ Cover letter *mandatory for some faculties only*
- ✓ Learning agreement *(courses preselected at AMU by nominated students)*
- ✓ Copy of passport
- ✓ Reference Letter *for some faculties only (Pharmacy, Institute of Public Management and Territorial Governance, Pytheas Institute, Faculty of Medical and Paramedical Sciences)*

LANGUAGE REQUIREMENTS

Language level depends on the relevant faculty requirements.

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 nomination

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



civis-incomingmobility@univ-amu.fr



Mobility acceptance will be given by each School/Faculty in accordance with their hosting capacity

... for all other questions

You can contact the International Relations Offices within the Schools and Faculties.

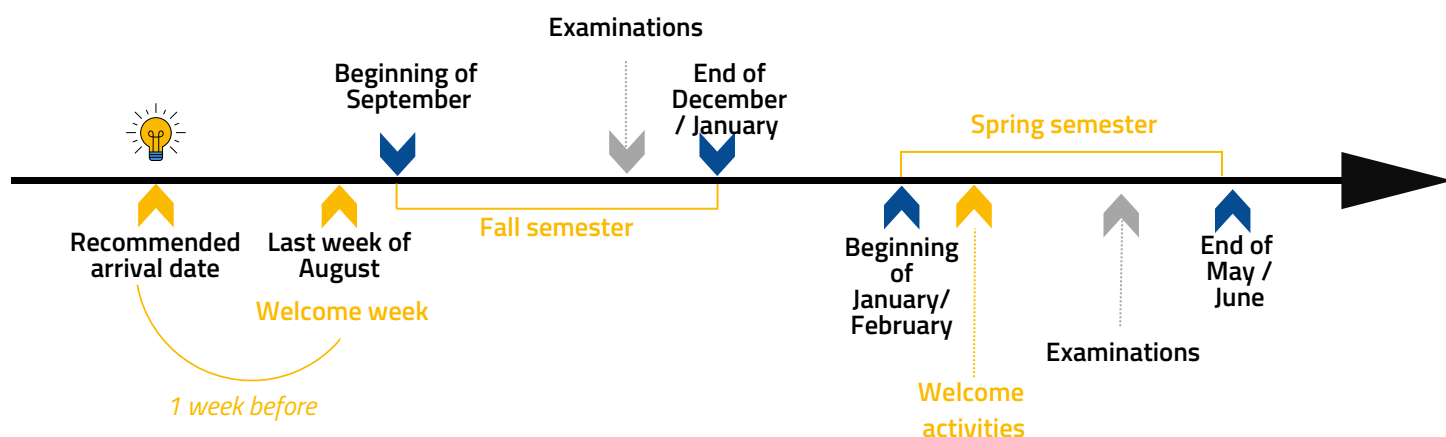


➔ [Contacts](#)



ACADEMIC INFORMATION

ACADEMIC CALENDAR



* Depending on the programme / faculty the calendar may vary

GRADES AND REQUIREMENTS

-ECTS grades — 20 points scale —		Definition
A	16-20	Excellent
B	13-16	Good
C	10-13	Average
D	8-10	Below average
E	6-8	Insufficient
F	0-6	Fail

This reference table is provided for information only, please note that some variations may apply depending on the host faculty.

COURSE LOAD PER SEMESTER

24 ECTS credits
minimum authorized

30 ECTS credits
recommended

34 ECTS credits
maximum authorized



In the event of a number of credits lower than 24 ECTS is authorized by the sending university, please contact us so that we can verify this possibility with the AMU faculties directly.



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.

NB : 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



➔ French-taught courses:



➔ English-taught courses:



If you have any questions please contact the International Relations Offices within the Schools and Faculties prior to finalising your course selections :



➔ Contacts

SUL (UNIVERSITY LANGUAGE CENTER)

FLE-AMU FRENCH CLASSES OPEN TO EXCHANGE STUDENTS



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

Depending on the host faculty, students may qualify for **3 or 6 ECTS**. To do so, students are required to include "FLE-AMU" courses in their Learning Agreement and to follow **9 additional hours of online self learning**.

NB. complete beginners are not accepted and a minimum A1 level is required.

LIFE IN AIX-MARSEILLE

HEALTH MEASURES

COVID-19 now seems far away from our lives. We still recommend students to check conditions for entering France before departure as they may vary according to their country of origin and their vaccination status.



[more info](#)

STUDY PERMITS/VISA PROCESS

Students must check with the appropriate French Embassy or Consulate in their home country for information about how to apply for a student visa.



[more info](#)

INSURANCE

Non EU students need to register to the free of charge French Health Plan after arrival in France.

EU students should ask for the European health insurance card (CEAM)



[more info](#)

All students also have to subscribe to a housing insurance and a personal liability insurance. It is recommended to check the housing insurance contract. Sometimes the liability insurance is already included.

TRANSPORTATION

ARRIVAL BY PLANE

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

ARRIVAL BY TRAIN

There are two different train stations "gares" associated with **Aix-en-Provence**:

- the **Gare SNCF Aix Centre-Ville** is located downtown Aix
- **AIX TGV** is the high speed train station located about 15 minutes by bus outside of Aix-en-Provence.

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:

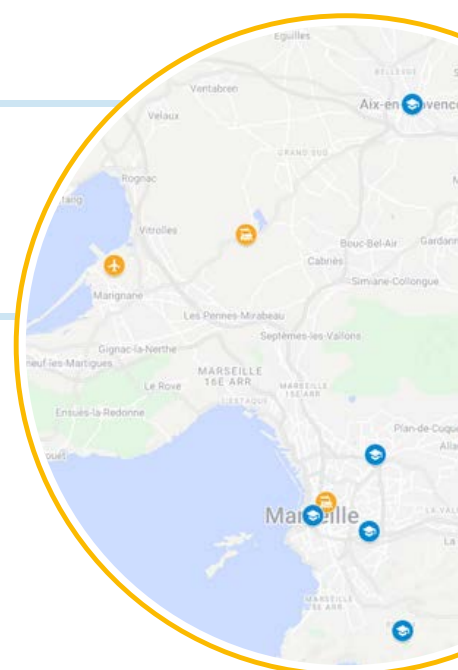
≈ 300 €/month

Campus cafeteria:

≈ 3 € per meal



[more info](#)



ON-CAMPUS HOUSING

Halls of residence in Aix-en-Provence or in Marseille: single room (10 m²) with bed, desk, chair, fridge, washbasin, shower and private toilet. Shared kitchen facilities in each building. To book their room students will be required to:



>>> 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 and VISALE when needed
- 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)



*NB. 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 RESSOURCES & SERVICES

LIVINFRANCE

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



➤ [more info](#)



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



➤ [more info](#)

WELCOME DESK

The Welcome Desk for international students is open from the last week of August until the end of september on site and by 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:



[more info](#)



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.

INTERNATIONAL WELCOME WEEK

During the first semester, students have the opportunity to register for cultural and social activities and be immersed in their future campus and local life during the intergration week. **It is highly recommended to arrive one week before the beginning of the fall semester and take part in the International Welcome Week.**

In the second semester, new exchange students can register for the Integration Day to get to know each other and discover their new environment.



[more info](#)

All the activities are free of charge.



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