



FACT SHEET FOR STUDENT EXCHANGE PROGRAMS

**FOR EU INCOMING STUDENTS
2023-2024**

GENERAL INFORMATION

Institution: Aix-Marseille Université (AMU)

President: Pr Eric BERTON

➤ [Institutional website](#) ➤ [Faculty website](#)

Vice Président for International Relations : M. Jean-François Marchi

International Relations Office Director (DRI): Mrs Christine LOGIER

International Relations Office postal address:

Aix-Marseille Université - Faculté ALLSH

Direction des Relations Internationales - C101

29 Avenue Robert Schuman

13621 Aix-en-Provence France

Erasmus Code : F MARSEIL84

➤ [Information about exchange programs:](#)



NOMINATION & APPLICATION PROCESS

UNIVERSITY NOMINATION DEADLINES

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

30th April 2023

SPRING semester (S2):

30th September 2023



STUDENT APPLICATION DEADLINES

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

31st May 2023

SPRING (S2) semester:

31st October 2023



Requests for extension of stay for the Spring semester must be sent by e-mail before 15th November 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

- ✓ **Resume**
- ✓ **Academic transcript of records**
- ✓ **Language proficiency certificate:** *depending on the faculty, see below for more details*
 - For courses delivered in French: B1
 - For courses delivered in English: C1 level
- ✓ **Cover Letter**
- ✓ **Learning agreement** (*preselected courses at AMU by nominated students*): Students must choose at least 1 course (6 credits) in the field of study for which the Erasmus bilateral agreement was signed. Additionally, students can choose courses from other fields of study of the humanities faculty.
- ✓ **Copy of passport**
- ✓ **Reference Letter**

CONTACTS...

IR Manager – Humanities and Arts
For Bilateral Erasmus Agreements
ciara.chailloux@univ-amu.fr

INCOMING STUDENTS

Cynthia POLLIART
For UK, Ireland, Portugal, Greece and Cyprus
erasmus-in-humanities2@univ-amu.fr
+33 (0)4 13 94 96 29

Jessica TARAKDJIAN
For all other European countries
+33 (0)4 13 94 97 42
erasmus-in-humanities1@univ-amu.fr

OUTGOING STUDENTS

Emmanuelle GERARDO
erasmus-out-humanities@univ-amu.fr
+33 (0)4 13 94 97 43

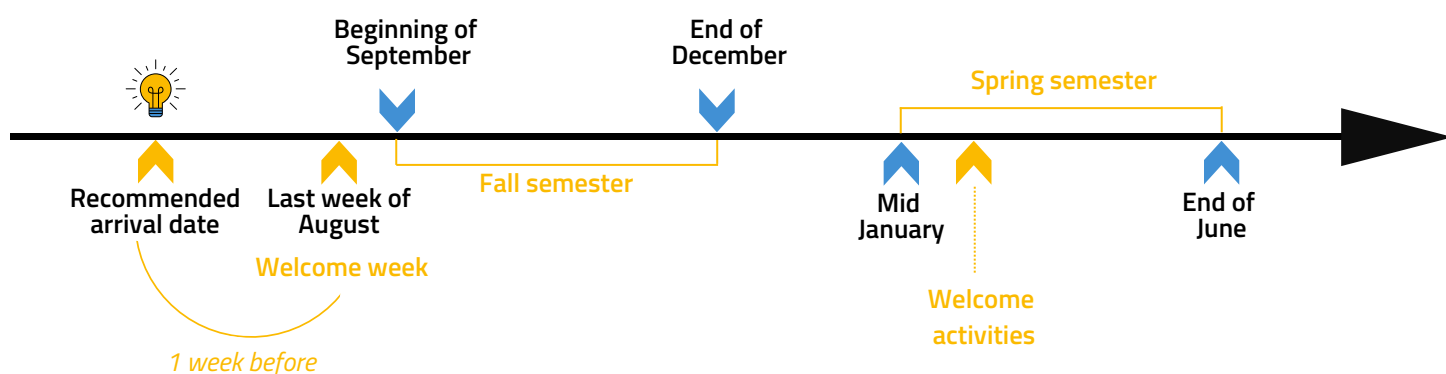
HOUSING (IN HALLS OF RESIDENCE)

Cynthia POLLIART
erasmus-in-humanities2@univ-amu.fr
+33 (0)4 13 94 96 29



ACADEMIC INFORMATION

ACADEMIC CALENDAR



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



COURSE LOAD PER SEMESTER

24 ECTS credits
minimum authorized

30 ECTS credits
recommended

34 ECTS credits
maximum authorized



TRANSCRIPT OF RECORDS

Transcripts are sent to the partner University within 2 months 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

French-taught courses:



English-taught courses:

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**.

FULL-TIME FRENCH COURSES AT SUL

This program, available for one semester or full academic year, is open to international students. It **gives access to the University Diploma in French Language and Culture** (DU de langue et culture française).

Level? From complete beginners to experienced users.

Language test? Mandatory online placement test is organised before arrival.



Online application for students admitted full-time at our French Language center (SUL) is simplified

Credits? 30 ECTS per semester for 18 hours of classes per week and possibility of taking 2 or 3 hours additional workshops.

Rates?

2800€

1650€

End of fall semester

1650€

End of spring semester

+ **Additional workshops per semester**
170€ (2h long) or 255€ (3h long)

Tuition fee waiver or discount for students only from specific programmes* or exchange students for whom a specific agreement* has been negotiated with their home university.

*Check with your AMU coordinator.



[more info](#)

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!](#)



➔ [more info](#)

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.



➔ [more info](#)

INSURANCE

Non Eu-students have to affiliate themselves to the French health plan, free of charge on-line after arrival in France.

Students also have to subscribe to housing insurance that includes personal liability insurance.



➔ [more info](#)

TRANSPORTATION

ARRIVAL BY PLANE

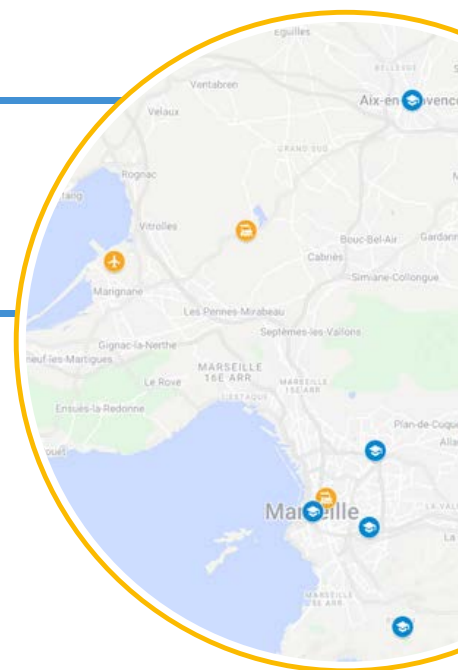
The closest airport to Aix-en-Provence and Marseille is **MARSEILLE-PROVENCE AIRPORT** located approximately 20 miles away from Aix or Marseille.

ARRIVAL BY TRAIN

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

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

Only one train station is associated to Marseille: **Gare SNCF Marseille Saint Charles**



COST OF LIVING



Accommodation in Hall of Residence:

≈ 256 €/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
-  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 port 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.



➤ [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 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:



[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

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.



[more info](#)

It is highly recommended to arrive one week before the beginning of the fall semester and take part in the International Welcome Week.



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