

DEAR ERASMUS STUDENT,

If you would like to study at the IUT 1 of Grenoble - University Joseph Fourier (France) next academic year 2009/2010 (for one semester or for all the year), please read carefully the 6 following steps :

1) HOW TO APPLY AT THE IUT 1 OF GRENOBLE :

You must fill in and send us back both following forms (in duplicate) BEFORE THE 2 JULY 2009 :

- **International Relations Exchange Student Application** (file attached)
- **Learning Agreement** (file attached)

as well as a :

- **Copy of your academic transcripts** (exams passed and exams pending), **in English or in French**

You can send me these documents by e-mail or by fax : 00 33 4 76 82 53 26. Then the original copies by post at the following address :

**IUT 1 DE GRENOBLE
Mission Relations Internationales
BP 67
38402 SAINT-MARTIN D'HERES CEDEX
FRANCE**

Don't hesitate to contact the Departmental Coordinator (see the file attached) for educational matters (courses, timetables...).

All courses are taught in French, except in the International Class where all the courses are in English (It's a third year programme, dispensed in the Computer Networks and Telecommunications Department).

2) ARRIVAL CHECKLIST :

For your administrative enrolment at the IUT you must bring us these documents :

- Copy of your birth certificate
- Copy of your passport or identity card
- 3 photos (please write your name on the back)
- Copy of your European Health Insurance Card or one of the equivalent European forms (for example : E111).
- A Civil Liability Insurance Certificate (original copy in French or in English) : This insurance covers all risks linked to your academic programme (physical injuries or

material damage which you may cause).

If you didn't have this insurance, you will have to take it at your arrival in Grenoble, after your registration. The amount paid for the year 2008/2009 was about 35€/year (*the Accommodation Insurance is often included*).

On top of all these documents, we will also need the following details :

- your family situation :

1. Single, without child - 2. Couple, without child - 3. Single, with child - 4. Couple, with child

- your postal address and tel number (*with the dialling code*)

- your field of study

- your situation last year (2007/2008) (*Student ? In which University ? ...*)

- the name of the last diploma you have obtained (and the year)

- the year when you obtained your "A-level" ("*Baccalauréat*" in French)

- SURNAME and First name of your father

- MAIDEN NAME and First name of your mother

!!! As an Erasmus Student you don't pay any tuition fees !!!

3) WITH REGARD TO YOUR ACCOMMODATION :

The accommodation office (CROUS Bleu) is dedicated to helping students in exchange programs to find accommodation for the length of their stay in Grenoble.

A few days after your acceptance at the IUT, you will receive an e-mail, initiated by the CROUS Bleu, that informs you of the possibility to fill in an housing application form. This e-mail will also direct you towards the web page containing your personal login and password.

After this step, you will be able to display and modify, if necessary, the information concerning your profile. Please complete the fields regarding the dates of your stay and your housing wishes

The applications will be processed within two sessions :

- **Before the 10 of July 2009** if you arrive in September/October (*1st semester*)

- **Before the 15 of November 2009** if you arrive in January/February (*2nd semester*)

- Apart from these two sessions : the application must be sent at least one month before the beginning of your stay.

4) BEFORE YOUR ARRIVAL (2 weeks before) :

You must send an e-mail to the International Relations Office (ri.iut@ujf-grenoble.fr) to ask for an appointment for your administrative enrolment at the IUT.

5) AT YOUR ARRIVAL in Grenoble, the first thing you must do is to take the time to settle in your room.

6) AFTER YOUR REGISTRATION :

You will have to take all the insurances you will need (*Civil Liability Insurance and Accommodation Insurance*). You will also be strongly advised to take out a **supplementary health insurance** (*approx. 90€ for a year*).

And finally we will arrange a meeting with your Departmental Coordinator.

***** Information about a Free Support Teaching in French, for Erasmus Students :**

The University Joseph Fourier organizes and finances **2 sessions each year** (September/December and January/April) of **20 hours of French**, 2 hours a week. **A mandatory test** in French is organized in order to form different groups by level. Further information will be provided after your registration.

***** For more information concerning the courses, the campus, Grenoble City...
Please see the following websites :**

www-iut.ujf-grenoble.fr (*IUT 1 of Grenoble*)

www.ujf-grenoble.fr (*The University Joseph Fourier*)

www.eve-grenoble.fr (*EVE = Espace Vie Etudiante, it's a Social Student Centre*)

www.grenoble-isere.info (*Grenoble Tourist Board*)

www.grenoble.fr (*Grenoble city*)

www.grenoble-universites.fr (*for more information about Grenoble : transports, accommodation, health, cultural life...*)

www.integre-grenoble.org (*is responsible for welcoming International Students in Grenoble*)

www.semitag.com (*To have information about the buses and Trams of the Grenoble Region*)

www.crous-grenoble.fr (*To find details about the university restaurants and the residence halls*)

www.caf.fr (*=Family Allowance Office*)

***** You will also find enclosed a map of the campus.**

I hope you will find all information you need in this e-mail and don't hesitate to contact me if you need further details.

Best regards,

Isabelle GONCALVES
The International Relations Secretary

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International Office

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FRANCE

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New email : ri.iut@ujf-grenoble.fr

<http://www-iut.ujf-grenoble.fr>