

FACULTY OF HUMANITIES AND SOCIAL SCIENCES

Université Paris Cité is divided in three Faculties (Humanities and Social Sciences, Sciences, Health) and one Institute (Institut de Physique du Globe de Paris). Each Faculty is divided into Departments (UFR, IUT).

The present factsheet aims to inform our partner universities about the processes regarding nomination and application of their students.

This factsheet is dedicated to the Faculty of Humanities and Social Sciences

It's divided into four parts:

- Application
- Contacts
- Academic Information
- General Information

Departments are located on two main campuses: GRANDS MOULINS and ODEON.

1. APPLICATION

Deadlines	FIRST SEMESTER OR FULL YEAR APPLICATION	SECOND SEMESTER APPLICATION
Application step by step	Nomination: April 30th Application: May 15th	Nomination: October 15th Application: October 30th
	STEP 1: NOMINATION	
	Selected students must be officially nominated by the International Office of their home institution by sending an email to the Departments (contact emails below). Nominations made by students themselves won't be accepted. Nomination must include the following information: <ul style="list-style-type: none"> • Last name • First name • Date of birth • Email address • Field of study • Current level of study • Level of study during mobility • Starting semester (1st or 2nd) • Length of study (one or two semesters) • Department being nominated for (see list below) 	
	STEP 2: ONLINE APPLICATION	
	Once nominated, students will receive an <u>Application Kit</u> with the following items: <ul style="list-style-type: none"> • Guidelines (MoveOn platform application link, instructions) • Learning agreement templates (Erasmus and non-Erasmus) • Agenda and mobility contacts All the application process is digital. Students must submit their MoveOn application form with all required	

(Erasmus code: FPARIS482)

documents online by the deadline indicated above.

Students will have to include in their application a learning agreement approved by their academic contact at UP Cité. This learning agreement may be subject to change once they arrive at the university.

Students must indicate a valid e-mail address in the form (avoid Hotmail, live, qq.com and 163.com accounts).

REQUESTED DOCUMENTS

ERASMUS STUDENTS

- ID / passport and clear ID photo
- Learning agreement
N.B: only one version of the L.A is required: If the home university requires their own, it is not necessary to use the **Université Paris Cité** one.
- French or English language proficiency certificate
- Copy of the European Health Insurance Card

INTERNATIONAL STUDENTS

- ID / passport and clear ID photo
- Learning agreement
N.B: only one version of the L.A is required: If the home university requires their own, it is not necessary to use the **Université Paris Cité** one.
- French or English language proficiency certificate
- CV (in French)
- Cover letter (in French)
- Diplomas and school grades (translated in French or English)

STEP 3: MOBILITY PREPARATION

If accepted, students will receive by the end of June a "Welcome Kit" with the following items:

- A **Welcome Guide** with the different administrative paths to follow
- An **acceptance letter**
- Information about the **Welcome Webinars** (life in Paris, university registration, housing, health...): between June and July for arrivals in the first semester, early December for arrivals in the second semester
- Information about the **Welcome Week**: mid-September for arrivals in the first semester, mid-January for arrivals in the second semester
- Information about the **Buddy Programme**

2. CONTACTS

CAMPUS	DEPARTMENTS	CONTACT EMAIL	ADDRESS
GRANDS MOULINS	EA (<i>English Studies</i>)	mobility.sh@u-paris.fr	Université Paris Cité Département Relations Internationales Campus des Grands Moulins Bâtiment Olympe de Gouges Case Courrier 7125 27 rue Jean Antoine de Baïf 75205 Paris Cedex 13 FRANCE
	EILA (<i>Intercultural Studies and Applied Languages</i>)		
	GHES (<i>Geography, History, Economic Sciences</i>)		
	IHSS (<i>Psychoanalysis, Social Sciences, History and Philosophy of Sciences</i>)		
	LAC (<i>Literature, Art, Film Studies</i>)		
	LCAO (<i>Chinese, Korean, Japanese and Vietnamese Studies</i>)		
	LING (<i>Linguistics</i>)		
ODEON	DEG (<i>Law and Management</i>)	international.deg@u-paris.fr	Université Paris Cité Bureau des Relations Internationales Composante Droit, Economie Gestion 10 avenue Pierre Larousse - 92240 Malakoff FRANCE
	SHS (<i>Linguistics, Education Sciences, Social Sciences</i>)	international.ufr-shs@u-paris.fr	Université Paris Cité Service de la Sclolarité Sciences Humaines et Sociales 45 Rue des Saints Pères 75006 PARIS FRANCE
	STAPS (<i>Sport Sciences</i>)	international.staps@parisdescartes.fr	Université Paris Cité Service de la Sclolarité UFR Sciences et techniques des Activités Physiques et Sportives 1 rue Lacretelle 75015 PARIS FRANCE
	IP (<i>Psychology</i>)	international.psycho@parisdescartes.fr	Université Paris Cité Bureau des Relations Internationales Institut de Psychologie 71 Avenue Edouard Vaillant 92100 Boulogne-Billancourt FRANCE

	<p>IUT (<i>Journalism and Information, ICT's, Business and Administration, Social Work, Library and archival Studies, Communication, Marketing, Statistics and Business Intelligence</i>)</p>	<p>international.iutparis-seine@u-paris.fr</p>	<p>Université Paris Cité Service de la Scolarité IUT de Paris Rives de Seine 143 Avenue de Versailles 75016 Paris FRANCE</p>
<p>CENTRAL INTERNATIONAL RELATIONS OFFICE</p>	<p>Specific Exchange Programmes (<i>BCI/MICEFA/Study Abroad</i>)</p> <p>Accommodations and Scholarship</p>	<p>mobility.iro@u-paris.fr</p> <p>accommodation.iro@u-paris.fr</p>	<p>Université Paris Cité Pôle Commun Strategie et Relations Internationales Campus des Grands Moulins Bâtiment des Grands Moulins 5 Rue Thomas Mann 75013 Paris FRANCE</p>

3. ACADEMIC INFORMATION

Academic calendar 2023/24

FIRST SEMESTER

Welcome week: September 2023
Classes begin: September 2023
Classes end: December 2023
Exam period: January 2024
Retake exams: June 2024

SECOND SEMESTER

Welcome week: January 2024
Classes begin: January 2024
Classes end: April 2024
Exam period: May 2024
Retake exams: June 2024

Online academic calendar:
<https://u-paris.fr/en/university-calendar/>

Courses

FIELD AND LEVEL OF STUDIES

You will find the list of courses for each degree on our website:
<https://odf.u-paris.fr/fr/catalogue-des-diplomes-nationaux.html>

We remind you that students have to respect the field of study, campus and the department (UFR) indicated in the learning agreement. All course enrolments are subject to availability numbers.

For students enrolled in the Grands Moulins campus only:

- Students have to choose at least 2 courses per semester in their department (UFR) of enrolment. They may also pick courses from all the other Grands Moulins departments. They cannot take courses from the departments in the Odéon Campus (DEG, SHS, IUT, STAPS, IP).

For students enrolled in the Odéon campus, they may only choose courses from the department in which they enrol.

Psychology is taught in two different departments (different programs, teaching sites, and mobility agreements):

- Institut de Psychologie: BA in Psychological Sciences (<https://psychologie.u-paris.fr/etudiants-internationaux/>)
- IHSS/area of Psychoanalysis Studies: BA in Psychology and Humanities

Level of studies :

First cycle	= undergraduate level	= Licence in French higher education (3 years)
Second cycle	= postgraduate level	= Master in French higher education (2 years)
Third cycle	= doctorate level	= Doctorat in French higher education (minimum of 3 years)

COURSE RESTRICTIONS

- Courses in Film studies are restricted to students enrolled in Film studies at their home institution. Workshops in any level of studies cannot be attended.
- Japanese students cannot enrol in the Department of Japanese Studies. If they want to take a class from this department, they will need to make a special request.
- Institut de Psychologie: undergraduates will receive a list in their application Kit with the different courses they may take per semester. Graduates may take courses in two different majors maximum.
- Intercultural Studies and Applied Languages: courses in the second year of Master's degree and in the third year of Bachelor apprenticeship degrees (L3 Pro) are not available to exchange students.
- All workshops concerning Methodology and the writing of a research dissertation (*Mémoire*) are not available to exchange students.

GRADING SCALE

The grading system in France is based on a numbered scale from 0 to 20, with 20 as the highest possible grade. 10 is the minimum passing grade. If a student doesn't get a passing grade, they will have to retake exams (*ratrapage*).

Grades	Description
<10	Failed
10-12	Sufficient
12-14	Satisfactory
14-16	Good
16-18	Very good
18+	Excellent

Languages

LANGUAGE PROFICIENCY

Students must have a language proficiency for the courses they wish to enrol in and will need a certificate to prove it, except for native speakers. The academic contact holds the right to accept or refuse the enrolment of any student based on their language proficiency.

FRENCH LANGUAGE

LEVEL

B2 level (Common European Framework of Reference for Languages: CEFRL) is requested.

CERTIFICATION

The following certifications are accepted:

- DELF B2
- DALF C1 and C2
- TCF
- Certificate issued by the Language Resource Centre of the home university
- Certificate issued by a French teacher from the home university
- Native speaker proof

ENGLISH LANGUAGE

LEVEL

B2 level (Common European Framework of Reference for Languages: CEFRL) is requested.

CERTIFICATION

The following certifications are accepted:

- IELTS (at least 5.5)
- TOEFL (at least 90)
- TOEIC
- Certificate issued by the Language Resource Centre of the home university
- Certificate issued by an English teacher from the home university
- Native speaker proof

FRENCH AS A FOREIGN LANGUAGE LESSONS

French as a foreign language (FLE) are courses available throughout the year for all students at the LANSAD (<https://u-paris.fr/eila/lansad/>) and CdL departments (<https://u-paris.fr/centres-de-langues/>). Please note that international students may only take 2 FLE courses per semester (one workshop and one grammar course). Students may be awarded credits (ECTS) by validating FLE classes.

TRANSCRIPT OF RECORDS

The transcript of records will be sent by email to the home university and to the student:

- By the end of February for student ending their mobility on the first semester
- By the end of July for students ending their mobility on the second semester (or full year students)

Transcript of records

4. GENERAL INFORMATION

Housing

UNIVERSITY STUDENT HOUSING

Université Paris Cité only has a few rooms in several residences in Paris (also called CROUS). The demand exceeds the number of rooms available. As a consequence, **we cannot guarantee housing for all students**.

Accommodations in CROUS residences are equipped with a kitchenette, bathroom facilities and internet access. All students staying at a CROUS residence will be eligible for financial housing aid provided by the French State.

While applying after their nomination, students will have the option to ask for accommodation provided by UP Cité. A commission will review the applications and decide about housing placements (by the end of June for the 1st semester/by December for the 2nd semester). A housing form will be sent to the selected students and will have to be submitted by the deadline to confirm housing.

Please note that **accommodations are managed by the CROUS institution, and not by Université Paris Cité**.

OTHER HOUSING POSSIBILITIES

Students can look for housing through our partnerships:

- [Université Paris Cité housing online platform](#)
- [Logifac](#)
- [Twenty Campus](#)

We recommend to be wary of other platforms, as often many of the listings featured are scams. Beware of any accommodation listing that asks an upfront deposit through Western Union.

More information about housing in Paris : <https://u-paris.fr/en/accomodation/>

Mentorship, student groups

BUDDY PROGRAMME

Université Paris Cité offers a Buddy Programme to incoming students. Local students will offer to help international students during their mobility in cultural and academic aspects.

Students who are interested in this programme will have to register through the link sent with the "Welcome Kit".

Visa application

VISA

All visa applications and paperwork should be settled before arriving to France with the French Consulate or Campus France Centre of your country.

Information on student visa: <https://france-visas.gouv.fr/en/web/france-visas/accueil> (available in several languages)

Overview of living costs in Paris per month (€)

LIVING COSTS

Rent (€): around €800/month for a studio apartment, around €600/month for a shared flat. These prices apply in Paris, suburban tend to be cheaper.

Transport fares (€): €75/month for Paris.

N.B. Students under 26 can benefit from a discount pass ("[Imagin'R](#)") for €38/month.

Food (€): €250/month

Social security (health care system)

HEALTH INSURANCE

International students have access to the French national healthcare system.

A complementary health insurance is highly recommended.

The French healthcare system will be further explained during the Welcome Webinars and the Welcome Guide.

EUROPEAN STUDENTS

INTERNATIONAL STUDENTS

Students must get their European Health Insurance Card before arriving in France and must be valid during their entire exchange.

N.B: Non-European students who do not have access to the European card will have to proceed as international students. British students can get a European Health Insurance Card, but **MUST** have their resident permits.

The French healthcare system is free for international students.

To register for the French healthcare system, please click on the following link : <https://etudiant-etranger.ameli.fr/#/>

