

## FACT SHEET Annex (Incoming Students)

### UFR de Langues étrangères : Modern Languages Department

<b>Contacts</b>	<ul style="list-style-type: none"> <li>• <b>International Officer:</b>            Maud FAÏS-ROMAT  <a href="mailto:international.le@univ-grenoble-alpes.fr">international.le@univ-grenoble-alpes.fr</a>            Office F208 (Stendhal Building F, 2<sup>nd</sup> floor)            +33 4 76 82 41 08</li> <li>• <b>Pedagogical Coordinator:</b>            Filippo FONIO  <a href="mailto:dir-international.le@univ-grenoble-alpes.fr">dir-international.le@univ-grenoble-alpes.fr</a>            Office F312 (Stendhal Building F, 3<sup>rd</sup> floor)            +33 4 76 82 80 27</li> </ul>
<b>Address (physical)</b>	(Building Stendhal F) International Office – UFR de Langues étrangères (Office : F208) 1491 Rue des Résidences 38400 Saint-Martin-d'Hères FRANCE
<b>Erasmus Code</b>	F GRENOBL 55
<b>Website</b>	<a href="http://UFR.de.Langues.Etrangères">UFR de Langues Étrangères</a> (EN) (Website in <a href="#">FR</a> )
<b>Fields of Studies</b>	Social Sciences (FR), Translation studies, Civilization, Literature, Languages
<b>Languages</b>	Arabic/Chinese/English/German/Italian/Japanese/Russian/Spanish
<b>Languages Requirements</b>	<b>B1 minimum in French MANDATORY.</b> No official certification required, a language level attestation written by your home university must be provided. <b>No requirement in all the others languages</b> taught in our faculty
<b>Restriction &amp; Rules</b>	<b>51% minimum</b> of modules in our faculty for EACH semester More information (Step 2) on the <a href="#">UGA website</a>
<b>E-nomination Deadline (Partners)</b>	1 <sup>st</sup> semester: from March 16 to April 30 2 <sup>nd</sup> semester: from August 27 to September 30
<b>E-nomination Process (Partners)</b>	<ul style="list-style-type: none"> <li>• Sign in to our online nomination portal (link sent by email beginning of March and end of August)</li> <li>• Fill in the home university information</li> <li>• Fill in the nomination form as many times as necessary</li> <li>• Specify the courses (Cf. Above Fields of studies and Languages) taken by each nominated student, and the necessary adjustments required (extra time, alternate exam conditions, etc)</li> </ul>
<b>Online Application Deadline (Students)</b>	1 <sup>st</sup> semester: from March 16 to May 30 2 <sup>nd</sup> semester: from September 15 to October 18
<b>Application Process (Students)</b>	The International Officer of our faculty, send by e-mail, the online application process directly to the nominated student. The required documents are: <ul style="list-style-type: none"> <li>• all academic transcripts of records</li> <li>• curriculum vitae</li> <li>• certificate on the ability of French (No official certification required, a letter from home university confirming B1 level of French must be provided).</li> <li>• cover letter</li> <li>• learning agreement signed by the 3 parts (Student, Responsible person at the sending institution and our Pedagogical Coordinator)</li> </ul>

**Postal address**

UFR de Langues étrangères - RI - F208  
 CS 40700  
 38058 Grenoble Cedex 9  
 FRANCE

<b>Notification of Decision (Letter of Acceptance)</b>	1 <sup>st</sup> semester: until June 15 2 <sup>nd</sup> semester: until November 15
<b>Housing Application deadline</b>	1 <sup>st</sup> semester: usually until the last week of June 2 <sup>nd</sup> semester: from October to November 15
<b>Housing Assignments</b>	1 <sup>st</sup> semester: end of July 2 <sup>nd</sup> semester: About a month prior to arrival
<b>Buddy System</b>	Once selected, all students have the possibility to join our buddy system (link will be sent by e-mail). It's about connecting student-volunteers with incoming international students in order to provide the international students a helping hand before their arrival and also during their mobility.
<b>Orientation Week -Mandatory-</b>	1 <sup>st</sup> semester: 1 <sup>st</sup> week of September 2 <sup>nd</sup> semester: 2 <sup>nd</sup> week of January Exact dates and activities will be sent by e-mail to selected students a month prior to arrival
<b>Registration</b>	1 <sup>st</sup> semester: 1 <sup>st</sup> week of September 2 <sup>nd</sup> semester: 2 <sup>nd</sup> week of January <b>Mandatory documents for registration:</b> <ul style="list-style-type: none"> <li>• <b>Passport or ID</b> (copy and original)</li> <li>• <b>Registration form</b> (provided by our faculty and sent by e-mail to the students)</li> </ul> <b>IMPORTANT:</b> the affiliation to the student social security is no longer part of the registration process at the university. We strongly recommend to read the <a href="#">Health web page</a> to find out more.
<b>French Courses</b>	20 hours are offered to all students (3 ECTS if passed) 1 <sup>st</sup> semester: during the Orientation week (September) 2 <sup>nd</sup> semester: during the 2 <sup>nd</sup> semester
<b>Courses start date</b>	1 <sup>st</sup> semester: 2 <sup>nd</sup> week of September 2 <sup>nd</sup> semester: 3 <sup>rd</sup> week of January
<b>Courses end date</b>	1 <sup>st</sup> semester: 3 <sup>rd</sup> week of December 2 <sup>nd</sup> semester: 1 <sup>st</sup> week of May
<b>Exam Period</b>	1 <sup>st</sup> semester: 2 <sup>nd</sup> to 3 <sup>rd</sup> week of January 2 <sup>nd</sup> semester: 1 <sup>st</sup> to 3 <sup>rd</sup> week of May
<b>Re-sit Exams</b>	1 <sup>st</sup> semester: 2 <sup>nd</sup> to 3 <sup>rd</sup> week of June 2 <sup>nd</sup> semester: 3 <sup>rd</sup> week to last week of June
<b>Courses Catalogue</b>	<a href="#">Catalogue UGA</a> (FR) <a href="#">Courses of the Modern Languages Department</a> (FR) <a href="#">Specific &amp; Preferential courses – UFR</a> (FR) To download on the right
<b>Types of Courses (please refer to our Specific &amp; preferential courses above)</b>	<ul style="list-style-type: none"> <li>• <i>Specific courses</i> CS designed exclusively for international students.</li> <li>• <i>Preferential courses</i> CP recommended to international students for their academic relevance, classes with French students)</li> <li>• <i>General courses</i> CG which are part of the general catalogue of the university.</li> </ul>
<b>Learning Agreement</b>	Only our <b>pedagogical coordinator</b> validates and sign it
<b>Transcript of Records</b>	One transcript per year ( <b>ONLY electronic copy</b> ). FY students will receive their ToR at the end of the year 1 <sup>st</sup> semester: March 2 <sup>nd</sup> semester: June or July (depends on re-sit exams)
<b>Certificates of Attendance/Departure</b>	We don't give any documents to incoming students, but the <b>international officer</b> will sign documents from the home university.

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