# INTERNATIONAL OFFICE
## Fact Sheet

<table>
<thead>
<tr>
<th><strong>Full name of the institution</strong></th>
<th>University of Bordeaux</th>
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</thead>
<tbody>
<tr>
<td><strong>ERASMUS+ code</strong></td>
<td>F BORDEAUX58 (merger in 2014: former F BORDEAU 1, F BORDEAU 2 and F BORDEAU 41).</td>
</tr>
<tr>
<td><strong>PIC number</strong></td>
<td>949735440</td>
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<tr>
<td><strong>Web site</strong></td>
<td><a href="http://www.u-bordeaux.com">www.u-bordeaux.com</a> / <a href="http://www.u-bordeaux.fr">www.u-bordeaux.fr</a></td>
</tr>
<tr>
<td><strong>President</strong></td>
<td>Pr. Manuel Tunon de Lara</td>
</tr>
</tbody>
</table>
| **Vice President for International Relations** | Pr. Vincent Dousset  
Pr. Laurent Servant (Deputy) |
| **Postal Address**            | 35, Place Pey-Berland  
33000 Bordeaux (France) |

**Director of the International Relations**  
**Erasmus+ Institutional Coordinator**  
Véronique Debord-Lazaro  
[Veronique.debord-lazaro@u-bordeaux.fr](mailto:Veronique.debord-lazaro@u-bordeaux.fr)

**Postal address**  
351 cours de la Libération, Bâtiment A37  
33405 Talence cedex  
FRANCE

## INTERNATIONAL COOPERATION AND STUDENT MOBILITY

| **Head of Division** | Pedro Santiago  
[pedro.santiago@u-bordeaux.fr](mailto:pedro.santiago@u-bordeaux.fr) |
<table>
<thead>
<tr>
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<tbody>
<tr>
<td><strong>International Cooperation Officers</strong></td>
<td>Bilateral agreements – International cooperation</td>
</tr>
</tbody>
</table>
| - Asia (except China, Hong-Kong, Taiwan) | Frédéric Bertrand  
[frederic.bertrand@u-bordeaux.fr](mailto:frederic.bertrand@u-bordeaux.fr)  
+33 5 40 00 38 23 |
| - Africa | |
| - China, Hong-Kong, Taiwan | Emilie Bourgois  
[Emilie.bourgois@u-bordeaux.fr](mailto:Emilie.bourgois@u-bordeaux.fr)  
+33 5 40 00 38 79 |
| - Australia, New-Zealand | |
| - Europe (excepted Erasmus partnership) | Julia Forcada García  
[julia.forcada-garcia@u-bordeaux.fr](mailto:julia.forcada-garcia@u-bordeaux.fr)  
+33 5 40 00 38 81 |
| - North, Central and South America | |

| **Student Mobility**  
(see details on page 2) | Campus Carreire: [camille.cholet@u-bordeaux.fr](mailto:camille.cholet@u-bordeaux.fr)  
Campus Pessac: [vanessa.chalumeau@u-bordeaux.fr](mailto:vanessa.chalumeau@u-bordeaux.fr)  
Campus Talence: [anna.gerykova@u-bordeaux.fr](mailto:anna.gerykova@u-bordeaux.fr) |

## WELCOME CENTER FOR INTERNATIONAL RESEARCHERS

| **Head of Office** | Nicolas Meadeb  
[nicolas.meadeb@u-bordeaux.fr](mailto:nicolas.meadeb@u-bordeaux.fr) |
|-------------------|-----------------------------------------------------------------|
| **Welcoming assistants** | Frédérique Hoffmann  
Nathalie Vignon  
[accueil.chercheurs@u-bordeaux.fr](mailto:accueil.chercheurs@u-bordeaux.fr)  
+33 5 56 33 80 88 |
| **Website** | [http://www.u-bordeaux.com/Research/Welcome-Center](http://www.u-bordeaux.com/Research/Welcome-Center) |
Other contacts

| **Erasmus+ Staff Mobility Officer** | Isabel RODRIGUEZ  
staff-mobility-Erasmus@u-bordeaux.fr  
+33 5 40 00 87 57 |
|-----------------------------------|--------------------------------------------------|
| **PhD students**                  | Laurie FRANCOIS  
laurie.francois@u-bordeaux.fr  
+33 5 40 00 24 65 |

**STUDENT MOBILITY - CAMPUS CARREIRE**

Life and Health Sciences (Dentistry, Medicine, Pharmacy, Public health)  
Social Sciences (Anthropology, Education, Psychology, Sociology)  
STAPS (Sciences and Techniques of Physical and Sport Activities)

| **Head of Office (Institutional Contact)** | Camille Cholet  
+33 5 57 57 13 01  
camille.cholet@u-bordeaux.fr |
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<tbody>
<tr>
<td><strong>Erasmus+ agreements</strong></td>
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</table>
| **Incoming students** (student contact)   | Inchirah Mousset  
+33 5 57 57 46 77  
ingoing-carreire@u-bordeaux.fr |
| **Outgoing students** (student contact)   | Valérie Dousset  
+33 5 57 57 46 77  
ongoing-carreire@u-bordeaux.fr |
| **Student Life Office**                   | Philippe Leicht / Anastasia Gil  
+33 5 57 57 17 79  
bve.bordeaux@u-bordeaux.fr |

**STUDENT MOBILITY - CAMPUS PESSION**

College of Law, Political Science, Economics, Management  
University school of Management (IAE Bordeaux)  
University Technology Institute (IUT) Bordeaux, Périgueux, Agen,  
School for training teacher (ESPE)

| **Head of Office (Institutional contact)** | Vanessa Chalumeau  
+33 5 56 84 86 39  
vanessa.chalumeau@u-bordeaux.fr |
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<tr>
<td><strong>Erasmus+ agreements</strong></td>
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</tbody>
</table>
| **Incoming students** (student contact only) | Magalie Lopez  
+33 5 56 84 29 84  
ingoing-peisson@u-bordeaux.fr |
| **Outgoing students** (student contact only) | Delphine Rebillou-Coquempot  
+33 5 56 84 29 39  
ongoing-peisson@u-bordeaux.fr |
| **Student Life Office**                   | Cecile Pellarini / Nicolas Rigolet  
+33 5 56 84 62 61  
bve.peisson@u-bordeaux.fr |

**DEPARTMENT/ACADEMIC COORDINATORS**

| **Faculty of Law and Political Science** | Coordinator for law: Christian Grellois, christian.grellois@u-bordeaux.fr  
Coordinator for political science : Philippe Claret, philippe.claret@u-bordeaux.fr  
Student advisor: Carine Berthe, carine.berthe@u-bordeaux.fr  
Website: https://droit.u-bordeaux.fr/International/Etudier-a-Bordeaux |
<table>
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<tbody>
<tr>
<td><strong>Location : Pessac</strong></td>
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</tbody>
</table>
| **Faculty of Economics, administration and management** | **Coordinator:** Nathalie Gauzier, nathalie.gaussier@u-bordeaux.fr  
**Student advisor:** Lorren N’Guessan, lorren.nguessan@u-bordeaux.fr  
**Website:** [http://economie.u-bordeaux.fr/International/Venir-etudier-a-Bordeaux](http://economie.u-bordeaux.fr/International/Venir-etudier-a-Bordeaux) |
| **Location:** Pessac | **Management:** undergraduate degrees only |

| **IAE Bordeaux – University school of management** | **Main contact:** Juliana Faye, juliana.faye@u-bordeaux.fr  
**Assistant:** romain.pons@u-bordeaux.fr  
**Website:** [http://www.iae-bordeaux.com/Our-programs/Erasmus-students](http://www.iae-bordeaux.com/Our-programs/Erasmus-students) |
| **Location:** Bordeaux Bastide | **Location:** Bordeaux Bastide  
**Website:** [http://iut-montesquieu.u-bordeaux.fr/relations-internationales/international-students](http://iut-montesquieu.u-bordeaux.fr/relations-internationales/international-students) |

| **IUT de Bordeaux - Bastide** | **Institutional coordinator:** Sylvie Castets, sylvie.castets@u-bordeaux.fr  
**Departmental coordinators:**  
- **Logistics & Transport Management (GLT):** arnaud.schmitt@u-bordeaux.fr  
- **Sales & Marketing (Tech de Co):** sylvie.castets@u-bordeaux.fr (English speaking countries), diana.sarrade-cobos@u-bordeaux.fr (Spanish speaking countries)  
- **Business Management (GEA):** barbara.kowalzsuch@u-bordeaux.fr  
**Secretary’s office, everyday life at the IUT BM:** Claire Lartigaud, claire.lartigaud@u-bordeaux.fr |
| **Location:** Bordeaux Bastide | **Location:** Bordeaux Bastide  
**Website:** [https://iut-perigueux.u-bordeaux.fr/International/Etudiants-etrangers](https://iut-perigueux.u-bordeaux.fr/International/Etudiants-etrangers) |

| **IUT de Bordeaux - Périgueux** | **Institutional coordinator:** Nadine Esteve, nadine.esteve@u-bordeaux.fr  
**Departmental coordinators:**  
- **Tourism management:** nadine.esteve@u-bordeaux.fr  
- **Sales & Marketing (Tech de Co):** line.dupuy@u-bordeaux.fr |
| **Location:** Périgueux, Périgord campus | **Location:** Agen (concerned department: Administrative and Commercial Management)  
**Website:** [http://www.iut.u-bordeaux.fr/gaco/](http://www.iut.u-bordeaux.fr/gaco/) |

| **IUT de Bordeaux – Agen** | **Main contact:** Jean-Christophe Gonzato, jean-christophe.gonzato@u-bordeaux.fr  
**Website:** [http://www.iut.u-bordeaux.fr/gaco/](http://www.iut.u-bordeaux.fr/gaco/) |
| **Location:** Merignac | **ESPE (School for teacher training)**  
**Graduate degrees**  
**Location:** Merignac  
**Website:** [http://www.espe-aquitaine.fr/venir-etudier-lespe](http://www.espe-aquitaine.fr/venir-etudier-lespe) |

| **Institutional coordinator:** Charles Mercier, charles.mercier@espe-aquitaine.fr  
**International officer:** Camille Horsey, camille.horsey@espe-aquitaine.fr  
**International mobility assistant:** Sabine Cambeil, relations_internationales@espe-aquitaine.fr |
### Information for Incoming Students

#### Students Nomination

Students nomination must be sent to the concerned student mobility office (according to the field of study):
- Student Mobility – Carreire: camille.cholet@u-bordeaux.fr
- Student Mobility – Pessac: vanessa.chaluymeau@u-bordeaux.fr
- Student Mobility – Talence: melanie.lecouvey@u-bordeaux.fr (Erasmus+)
  Anna.gerykova@u-bordeaux.fr (others)

Nomination information needed:
- Student name
- Student email address
- Date of birth
- Home university
- Field of study (for Erasmus: ISCED code)
- School/Faculty/Institute or campus concerned
- Level of study
- Period of study (fall, spring, full year)

**Period of nomination:**
- For fall semester: not before March
- For spring semester: not before September

#### Application

Further to the nomination each student will receive by email a recap of the application procedure
http://www.u-bordeaux.com/Studying/Applying-Registering/Within-an-
Exchange-Program

**Application deadline**
- May, 1st - for Fall semester
- November, 1st - for Spring semester

#### Language Skills

Minimum level required: B1 (speaking, reading and writing) for courses taught in French (unofficial proof required) but B2 highly recommended. No minimum required for courses taught in English.

#### French Language Courses

The International Office offers French classes all over the year free of charge to students within Exchange Programs.

#### One Week Intensive French Courses

The International Office organizes one week intensive courses before the beginning of semester 1 and 2 in Bordeaux. The international office will cover part of the fees but students willing to participate to these intensive courses may have to pay a participation cost (the amount will be mentioned in the acceptance letter).
Courses catalogue

*Courses for exchange students in Law and Economics are limited. Further information on [http://www.u-bordeaux.fr/Admission/Etudiants-etrangers/Programmes-de-mobilite/Programmes-d-echange](http://www.u-bordeaux.fr/Admission/Etudiants-etrangers/Programmes-de-mobilite/Programmes-d-echange)

Number of ECTS

1 semester = 30 ECTS
1 year = 60 ECTS

Academic Calendar

Fall Semester: September – Mid January
Spring Semester: End of January - June

ECTS credit system

<table>
<thead>
<tr>
<th>Local grades</th>
<th>ECTS grades</th>
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<tbody>
<tr>
<td>18-19-20</td>
<td>A</td>
</tr>
<tr>
<td>15-16-17</td>
<td>B</td>
</tr>
<tr>
<td>13-14</td>
<td>C</td>
</tr>
<tr>
<td>12</td>
<td>D</td>
</tr>
<tr>
<td>10-11</td>
<td>E</td>
</tr>
<tr>
<td>Inférieur à 10</td>
<td>F, FX</td>
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</tbody>
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Accommodation


Residency university (CROUS)

Online application ([www.crous-bordeaux.fr](http://www.crous-bordeaux.fr))
This request does not guarantee that accommodation will be granted.

Immigration

[http://www.u-bordeaux.com/Welcome-to-Bordeaux/Before-your-arrival](http://www.u-bordeaux.com/Welcome-to-Bordeaux/Before-your-arrival)

Passport/ ID document

All foreigners who wish to pass the French customs must have a valid passport or ID document. For EU citizens, an ID card is sufficient. Passports and ID documents must be valid for the duration of your stay.

Visa and resident permit

Students from outside EU need a long stay Student Visa when staying for over 3 months in France. The student Visa must be obtained before arriving in France. Students must contact the closet Consulate General of France.

EU Citizens and those from countries within the Schengen area do not need a visa or a resident permit. However, citizens from outside Schengen Area wanting to find a job while studying must have a residence permit.

Insurances

[http://www.u-bordeaux.com/Welcome-to-Bordeaux/Before-your-arrival](http://www.u-bordeaux.com/Welcome-to-Bordeaux/Before-your-arrival)

Medical insurance

- EU countries: students need to get their European Health Card at country of origin.
- Non EU countries: visitors from outside Europe need to pay French Social Security during the enrollment procedure unless they can provide private insurance with no limit of reimbursement for the entire mobility period.

Civil Liability and Repatriation insurance

In order to enroll in a French University, students must provide civil liability and repatriation insurance. Civil liability can be bought during the enrollment.