

## INTERNATIONAL STUDENTS EXCHANGE FACT SHEET

### Contact Information

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| <b>Web (English pages)</b>   | <a href="http://194.167.99.253/english-version.html">http://194.167.99.253/english-version.html</a>  |
| <b>Name of the office dealing with the exchange programme</b>        | International Relations  |
| <b>Web site in French</b>  | <a href="http://www.ensc-lille.fr">www.ensc-lille.fr</a>   |
| <b>Contact address</b>   | ENSCL - International Office<br>Bâtiment C7 - Cité Scientifique<br>Avenue Mendeleïev - CS90108<br>59652 VILLENEUVE D'ASCQ CEDEX<br>FRANCE  |
| <b>Contact Email and phone number</b>                                | sofia-desiree.jimenez-guimarey@centralelille.fr<br>cc to pole.ria@centralelille.fr ☎ +33 (0) 3 74 95 13 57   |
| <b>ENSCL Director's Contact</b>                                      | Ms. Rose-Noëlle VANNIER<br><a href="mailto:rose-noelle.vannier@centralelille.fr">rose-noelle.vannier@centralelille.fr</a>  |
| <b>ENSCL International Coordinator</b>                               | Ms. Zahia TURPIN<br><a href="mailto:zahia.turpin@centralelille.fr">zahia.turpin@centralelille.fr</a><br>☎ +03 (0) 3 74 95 13 95  |
| <b>International Student and Scholar Services (ISSS) Coordinator</b> | Mrs. Desirée JIMÉNEZ GUIMAREY<br><a href="mailto:sofia-desiree.jimenez-guimarey@centralelille.fr">sofia-desiree.jimenez-guimarey@centralelille.fr</a><br>☎ +33 (0) 3 74 95 13 57 |
| <b>Emergency Contact</b>   | ENSCL Security<br>Ms. Christine RODZINKA<br>☎ + 33 (0) 3 74 95 13 73   |

### Semester Information

|                      | First semester                          | Second semester  |
|----------------------|---|--|
| <b>Semester Date</b> | Beginning of September to early January | January to the end of June (end of July if research lab) |
| <b>Examinations</b>  | December/January                        | April/May  |

## Academic Information

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| <b>Academic Programme</b><br>Engineering Cycle (Cycle Ingénieur)                 | <a href="http://194.167.99.253/FCKeditorFiles/File/International4/SYLLABUS%20anglais%202019-2020%20TOTAL.pdf">http://194.167.99.253/FCKeditorFiles/File/International4/SYLLABUS%20anglais%202019-2020%20TOTAL.pdf</a>  |
| <b>Brochure for incoming students</b>  | <a href="https://194.167.99.253/FCKeditorFiles/File/international3/site_en_anglais/2017_2018/ENSCL_Plaq_internationale_Web.pdf">https://194.167.99.253/FCKeditorFiles/File/international3/site_en_anglais/2017_2018/ENSCL_Plaq_internationale_Web.pdf</a><br>courses in English p 9  |
| <b>Course List (Link)</b>  | <a href="http://194.167.99.253/FCKeditorFiles/File/International4/SYLLABUS%20anglais%202019-2020%20TOTAL.pdf">http://194.167.99.253/FCKeditorFiles/File/International4/SYLLABUS%20anglais%202019-2020%20TOTAL.pdf</a>  |
| <b>Courses in English</b>  | <a href="http://194.167.99.253/FCKeditorFiles/File/international3/site_en_anglais/2018_2019/courses_in_english_2019.pdf">http://194.167.99.253/FCKeditorFiles/File/international3/site_en_anglais/2018_2019/courses_in_english_2019.pdf</a>  |
| <b>List of projects in English</b>   | <a href="http://194.167.99.253/art106-106-224-placement-offers.html">http://194.167.99.253/art106-106-224-placement-offers.html</a>  |
| <b>Research groups</b>   | <a href="https://cellar-c2.services.clever-cloud.com/fr.ensc-lille.www/uploads/2019/10/ENSCL-RESEARCH-LABORATORIES-2019.pdf">https://cellar-c2.services.clever-cloud.com/fr.ensc-lille.www/uploads/2019/10/ENSCL-RESEARCH-LABORATORIES-2019.pdf</a>  |
| <b>Timetable and hours</b>   | <p>This degree's hours are full-time. Average hours: 30 to 35 hours of classes per week, 16 weeks per semester during 5 semesters (S5 to S9). Semester 10 is dedicated to the internship programme required for graduation, which is equal to 416 hours per semester.</p> <p>Students can take "A la carte" lectures + a project if needed.</p>  |
| <b>Credits</b>   | Credits are earned from:<br>Course work<br>Lab work  |
| <b>Minimum &amp; Maximum Credits for the Engineering cycle (Cycle Ingénieur)</b> | 30 mandatory ECTS credits per semester and 60 credits per year. The number of credits can be adapted for exchange students (contact the coordinator) but must be validated by the sending institution.   |
| <b>Course Registration Period for Incoming Exchange Students</b>                 | End of August (28-30)  |
| <b>Official Academic Transcript</b>  | <p>Official academic transcripts will be issued to students either by post or by collection at the International Relation's office.</p> <p>1st Semester : April<br/>2nd Semester: August ending</p>  |
| <b>Grading System (ENSCL )</b>   | <p>Follow the link the link below to find detailed information about training at ENSCL, scroll down to view the grading system.</p> <p><a href="http://194.167.99.253/FCKeditorFiles/File/international3/site_en_anglais/2017_2018/Grading%20system%2020.03.2018.pdf">http://194.167.99.253/FCKeditorFiles/File/international3/site_en_anglais/2017_2018/Grading%20system%2020.03.2018.pdf</a></p> |

## Application Information

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|---------------------------------------|--|
| <b>Type of Exchange</b>               | <ol style="list-style-type: none"><li>1. Course-taking (C): Credit earning</li><li>2. Course-taking &amp; Research* (C+R)</li><li>3. Research* (R)</li></ol>   |
| <b>Maximum Period of Exchange</b>     | <p>A student can carry out one or two exchange semesters/periods at ENSCL or, in the case of a double-degree programme, four semesters (three semesters of study and one semester's work placement) if he/she is currently enrolled as a student at a university with an exchange agreement with ENSCL.</p> <p>*Research exchange students have choice of continuing under a work placement different from the first two semesters.</p>  |
| <b>Eligibility</b>                    | In order to be a candidate, you must be nominated by your university using the nomination sheet for partner universities   |
| <b>CGPA Requirement</b>               | Minimum of 3.0 out of 4.3 scale  |
| <b>Language requirements</b>          | <p><b>Most of the classes at ENSCL are given in French</b>, therefore a proof of French proficiency (at least B2) is required. This requirement is reduced to B1 for students under work placement with ENSCL.</p> <p><b>Students exclusively applying to Lab research placements</b> without coursework are exempted from this rule since their project can be undertaken in English<br/>List of projects available: <a href="http://194.167.99.253/art106-106-224-placement-offers.html">http://194.167.99.253/art106-106-224-placement-offers.html</a><br/>Research groups: <a href="https://cellar-c2.services.clever-cloud.com/fr.ensc-lille.www/uploads/2019/10/ENSCL-RESEARCH-LABORATORIES-2019.pdf">https://cellar-c2.services.clever-cloud.com/fr.ensc-lille.www/uploads/2019/10/ENSCL-RESEARCH-LABORATORIES-2019.pdf</a></p> |
| <b>Linguistic preparation</b>         | <p>Intensive Summer French Learning School : interested students should contact Mrs. Desirée JIMÉNEZ GUIMAREY at (<a href="mailto:sofia-desiree.jimenez-guimarey@centralelille.fr">sofia-desiree.jimenez-guimarey@centralelille.fr</a>)<br/>French classes are offered on a weekly basis (financial participation may be required depending on the number of students, between 80 and 120 € per semester)</p>  |
| <b>Important language information</b> | <p>Evaluation of French level in mid-September<br/>Courses start at the beginning of October (2 hours/week) The course takes place on campus.<br/>Students have free access to French lessons for scientists on the internet : <a href="http://www.e-filipe.org">www.e-filipe.org</a></p>  |

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| <p><b>Nomination Period</b></p>   | <p><b>Semester 1 (start in September):</b><br/> <b>Nomination deadline:</b> 1<sup>st</sup> of April<br/> <b>Application deadline:</b> 15<sup>th</sup> of April</p> <p><b>Semester 2 (Start in mid-January):</b><br/> <b>Nomination:</b> 17<sup>th</sup> of October<br/> <b>Application:</b> 30<sup>th</sup> of October<br/> <b>Nomination sheet:</b> Follow the link below and scroll down to access the nomination sheet.<br/> <a href="http://194.167.99.253/art106-106-315-application-process.html">http://194.167.99.253/art106-106-315-application-process.html</a></p>   |
| <p><b>Nomination to ENSCL International Relations</b></p>                     | <p>Nominations will be sent to the ENSCL exchange coordinator at the International Relation's Office:</p> <p><b>The nomination form must be sent for the candidate to be considered.</b></p>  |
| <p><b>Link to Online Application process and form</b></p>                     | <p><a href="http://194.167.99.253/art106-106-315-application-process.html">http://194.167.99.253/art106-106-315-application-process.html</a><br/> Scroll down to find the application form.</p>   |
| <p><b>Supporting Documents to Prepare</b></p>                                 | <p>Application form / learning agreement or placement agreement<br/> b. Academic transcripts<br/> c. Resume and Personal statement (no more than 500 words)<br/> d. Accommodation form<br/> e. Copy of passport / a recent photograph / a motivation letter</p>   |
| <p><b>How to submit the application form and the supporting documents</b></p> | <p>Download and fill the application form at:<br/> <a href="http://194.167.99.253/art106-106-315-application-process.html">http://194.167.99.253/art106-106-315-application-process.html</a><br/> (Download the right file with all the documents : Erasmus / Free Movers / Latin American students, others ...)</p> <p>List of courses : see learning agreements<br/> 2. Sign the form<br/> 3. The coordinator also signs the application form<br/> 4. The sending international office then submits the form accompanied by the supporting documents by email to the international office of the ENSCL at the following addresses: <a href="mailto:sofia-desiree.jimenez-guimarey@centralelille.fr">sofia-desiree.jimenez-guimarey@centralelille.fr</a></p> |
| <p><b>Advising Professor (for research exchange students only)</b></p>        | <p>Research exchange students <b>(Type: C+R &amp; R)</b> are required to choose a project during their stay. Each project is assigned to a particular professor who in turn will be the student's advising professor.<br/> <a href="http://194.167.99.253/art106-106-184-research.html">http://194.167.99.253/art106-106-184-research.html</a></p>  |
| <p><b>Application outcome announcement</b></p>                                | <p>Notification on the outcome of the application process will be sent as follows :</p> <p>1<sup>st</sup> semester : May ending<br/> 2<sup>nd</sup> semester: November ending</p>   |

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| <b>Admission Packet</b> | <p>Admitted students will receive an admission packet including the following documents:</p> <ol style="list-style-type: none"> <li>1. Certificate of Admission</li> <li>2. Admission Letter</li> <li>3. Guidebook for International Exchange Students</li> <li>4. Practical Information brochures: Accommodation, state sponsored housing benefits (CAF), residence permit, Insurance Information...</li> </ol>   |
| <b>Fees</b>             | <p>Every new foreign student has to register at ENSCL. ERASMUS students, FITEC students and students coming from a partner University (who signed an agreement with ENSCL) are exempted from paying Tuition fees at ENSCL.</p> <p>All other foreign students coming from a non-partner university have to pay for the tuition fees and the CVEC fee.</p> <p><b>New fees for 2019/2020 Non EU students:</b> new registration fees will be charged from September 2019 (between 2700 and 3700 euros/year) for undergraduate and postgraduate students. Exchange students will not be charged any fees.</p> |

## Visa Requirements

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| <b>Student visa application process</b> | <p>Follow the link to find out all you need to know for coming to France:<br/> <a href="http://194.167.99.253/art130-106-507-visa-student-residence-permit.html">http://194.167.99.253/art130-106-507-visa-student-residence-permit.html</a></p>  |
| <b>Type of Visa</b>                     | <p>If you are issued a long-stay visa (VLSTS), you are required, upon arrival in France, to register with the "Office Français d'Immigration et d'Intégration" (OFII).</p> <p>If you are issued another type of visa you may have to apply for a student residence permit.<br/> <i>It is advised you ensure you have the right visa before coming to France to avoid having to return to your home country to make a fresh request.</i></p> |
| <b>Contact person</b>                   | <p>Mrs. Desirée JIMÉNEZ GUIMAREY<br/> Tel : +33 (0) 3 74 95 13 57<br/> E-mail : <a href="mailto:sofia-desiree.jimenez-guimarey@centralelille.fr">sofia-desiree.jimenez-guimarey@centralelille.fr</a></p>  |

**Alien registration and Residence permit**

You will need to register with the office of immigration (Office Français d'Immigration et d'Intégration) on your arrival to France:

Kindly open the link below then scroll down to find out more about the residence permit:

<http://194.167.99.253/art130-106-507-visa-student-residence-permit.html>

For all other question regarding your residence permit, kindly contact the international relation's office at:

Email: [sofia-desiree.jimenez-guimarey@centralelille.fr](mailto:sofia-desiree.jimenez-guimarey@centralelille.fr)

Tel : +33 (0) 3 74 95 13 57

**Link for more information**

<https://www.campusfrance.org/en/application-etudes-en-france-procedure>

## **Insurance**

**Health Insurance and CVEC**

European students must show their European Health Insurance Card (EHIC). Non-European students must sign up for the French student social security system (SMENO or LMDE) if they are registered as a student in France and if they are under 28.

Students must also register to the French general Social Security system.

You will be required to be acquitted of the student social security contribution fee (CVEC) which has been made mandatory for all students in France since 2018. The acquittal is by the payment of 90 € which you can pay before or on arrival in France.

This acquittal also confers you with rights to medical coverage during your studies in France. This means that you will get a 65% reimbursement on your medical expenses.

You can also get additional insurance to cover the rest. You will be guided on the process, however you can consult the following link to create your student social file:

<http://www.etudiant.gouv.fr/cid111606/constituez-votre-dossier-social-etudiant-dse.html>

SMENO :

<https://www.smeno.com/>

**Civil liability Insurance (compulsory)**

This insurance covers students in case of physical injury outside of school-hours and for any material damage during their stay in France.

**Repatriation insurance (recommended)**

This insurance provides evacuations that are considered medically justified, flights home for health reasons and repatriation in case of disease or accident during a student's stay in France.

**Home Insurance  
(compulsory)**

This insurance provides a student with coverage for housing damage, furniture, personal belongings and a civil liability protection.

## Accommodation

**Applying for accommodation**

Centrale Lille has signed an agreement with CROUS to provide accommodation for its students. Students accepted to ENSCL must fill out their accommodation form **before 15th of April** if arriving in September and the **30th of October** for an arrival in the second semester and send it by e-mail to :

sofia-desiree.jimenez-guimarey@centralelille.fr

Follow the link to learn more:

<http://194.167.99.253/art130-106-503-accommodation.html>

(you will also find a link to download the accommodation guide)

**Hall of residence** : “Chambre réhabilitée” standard A  
(This kind of room has a shared kitchenette in the corridor but individual toilets and bathroom)

From 250.50€ to 307€  
Including an application fee of 30 €

**Hall of residence** : “Chambre traditionnelle équipée” standard B  
(This kind of room has an individual kitchenette but shared toilets and a bathroom in the corridor)

From 204.20€ to 250.50€  
Including an application fee of 30 € that can be paid by visa card [www.e-filipe.org](http://www.e-filipe.org).

**Rent payment**

Rent must be paid before the 10th of every month  
**Please note that the student will be charged a full month whatever the arrival/departure date.**

**Deposit**

Each student must make a caution deposit equivalent to one month’s rent. This deposit will be refunded on leaving the accommodation pending proof from the caretaker that nothing was damaged.

**Deposit refund**

An inventory appointment must be made with the student and the caretaker before departure. The student must present a valid certificate with the list of fixtures to the residence hall’s secretary in order to receive the initial deposit by bank transfer on his/her French account.

**Housing Insurance**

You will be mandated to take housing insurance for the period of your stay in France (from 29 € a year).

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| <b>Housing Aid</b>      | <p>France offers housing benefits, through the CAF (Caisse d'Allocations Familiales). This assistance will depend on the amount of your rent and you are advised to begin the process as soon as possible as it can take some time to process.</p> <p>You will be guided on the procedure but you can visit the following website to find out more:<br/> <a href="http://www.caf.fr/">http://www.caf.fr/</a></p> |
| <b>Check-in period</b>  | <p>For students beginning in September : August Ending<br/> For the second semester: Usually January beginning depending on the situation of the student (Work placement or studies).</p> <p>Work placement exchange students are advised to arrive a bit before the beginning of activities.</p> <p><b>Note that accommodation dates are flexible depending on the situation of the student.</b></p>            |
| <b>Check-out period</b> | Usually at the end of the student's programme at the <b>end of the month.</b>  |

## Estimated Living Expenses

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| <b>Accommodation</b>                          | 205 to 410 € per month  |
| <b>Food</b>                                   | <p>Groceries: 60 – 100 € monthly</p> <p><u>Eating out :</u><br/> At CROUS restaurants: 4 per meal<br/> Fast Food: 5 to 10€ depending on the reductions for students (advisable to always have your student card).<br/> Regular restaurants: 12 euros or more.</p>   |
| <b>Transportation</b>                         | <p>To get around the metropolises of Lille you will need the "Pass Pass" card from the transport company Ilévia, this gives you access to all means of transportation in the metropolises.</p> <p><u>Costs:</u><br/> Monthly subscription 25 years old or less: 29:00 €<br/> Permanent subscription 25 years old or less: 24, 70 € monthly.<br/> Monthly subscription over 25 years old: 58:00 €<br/> Permanent subscription over 25 years old: 51:00 € monthly.<br/> Subscription under CAF benefits: 7: 50 € monthly<br/> <i>For students above 25 years, it is advisable to apply for the card after having received accommodation benefits from CAF in order to benefit from the 7:50 € plan.</i></p> |
| <b>Estimated cost per month</b>               | 600 € per month   |
| <b>Are exchange students allowed to work?</b> | Yes, exchange students are allowed to work within the limits imposed by law.  |



## Arrival / Orientation

### Arrival Information

**Arrival in Paris:** The best way to get to Lille from Paris is by TGV, kindly visit the SNCF website for ticket reservations: [www.voyages-sncf.com](http://www.voyages-sncf.com)

**Paris only:** If you land at the Orly airport, you can take the Orlyval to the Antony RER station, and take the RER B (direction Mitry-Claye) which will take you to the Gare du Nord. From Gare du Nord, take the train as previously indicated. It takes about 45 minutes to get to the station. Price of the Orly Val + RER: 12, 05 €.

**Arrival at Airport Lille Lequin:** Shuttle buses operate between the airport and the center of Lille from 5.30 am to 10.15 pm on weekdays (Sunday is from 8.30 am). Single ride: 8 € Approximative travel time: 20 min. [www.lille.aeroport.fr/getting-to-the-airport/shuttle/](http://www.lille.aeroport.fr/getting-to-the-airport/shuttle/)

**Arrival in Brussels Airport Charleroi:** There is a shuttle navigating between Airport Charleroi and Lille (gare Lille-Europe) managed by the company Flibco. The tickets are between 5 and 17 € and can be booked on [www.flibco.com](http://www.flibco.com).

**On arrival at Lille Europe or Gare Lille Flandre:** you can purchase a single trip "Pass Pass" ticket at the metro station to take you to any part of the towns within the metropolises.

### Orientation Session

Orientation sessions take place on the last three days of August. It is advisable to take in them.

## Other Useful Links

### International Student Survival Guide

[http://194.167.99.253/FCKeditorFiles/File/international3/site\\_en\\_anglais/Survival%20guide%202016-2017%20fr-en%20-%20Studies.pdf](http://194.167.99.253/FCKeditorFiles/File/international3/site_en_anglais/Survival%20guide%202016-2017%20fr-en%20-%20Studies.pdf)

### Welcome club/Buddy programme

ENSCL possesses an active welcome club to ease the integration process of incoming students into student life at ENSCL.

Follow the link to find out more about the welcome club: <http://194.167.99.253/art106-106-272-welcome-club.html>

You can also contact the welcome club prior to your arrival at : [welcome-club@hotmail.fr](mailto:welcome-club@hotmail.fr)

Discover ENSCL

<https://www.ensc-lille.fr/fr/mediatheque/>

ERASMUS+ CODE

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