

INSTITUTION	
Name	ENSEIRB-MATMECA - BORDEAUX INP
Erasmus Code	F BORDEAU54
PIC	991798035
Website	enseirb-matmeca.bordeaux-inp.fr

INTERNATIONAL RELATIONS OFFICE	
Address	ENSEIRB-MATMECA – International Relations Office 1 avenue du Dr. Albert Schweitzer - B.P. 99 33402 Talence Cedex FRANCE
Director	Dr. François Rivet: dir_sri@enseirb-matmeca.fr
Incoming students	Mrs. Flavie Dupouy: iro@enseirb-matmeca.fr / +33 5 56 84 23 65
Outgoing students	M. Alexis Tardif: irs@enseirb-matmeca.fr / +33 5 56 84 23 32
Website	https://enseirb-matmeca.bordeaux-inp.fr/fr/international-venir

NOMINATION AND APPLICATION PROCEDURE		
Academic Calendar 2020-2021	Link to academic calendar	
	1st semester <i>(fall & full year)</i>	2nd semester <i>(spring)</i>
	September to January	January to June
Nomination deadline <i>(by home institution)</i>	1 May	15 October
	Nomination by home institution by email at: dir_sri@enseirb-matmeca.fr with full name, email address, field & year of study of the student. Nominated students will receive an email with information about registration and application, together with the online application link.	
Application deadline <i>(by student)</i>	15 May	30 October
	Online application has to be filled via this website (available in French & English)	
Application Documents <i>(provided by the student)</i>	The following documents must be uploaded when applying online: <ul style="list-style-type: none"> - Academic transcript of records - Resume - Cover letter - Proof of language proficiency (French B1 recommended) - Learning Agreement - Letter of Acceptance by home institution (or e-nomination) - ID or Passport 	
Acceptance	The International Relations Office will send by email a "Letter of Acceptance" to the student within 4 weeks after online application deadline.	

ACADEMIC INFORMATION FOR STUDIES	
Courses Catalogue	<p>http://www.enseirb-matmeca.fr/syllabus/</p> <p>Engineer in Electronics</p> <p>Engineer in Computer Sciences</p> <p>Engineer in Telecommunications</p> <p>Engineer in Mathematics and Mechanics</p> <p>Students must choose courses within the same Department & semester.</p>
International Department Coordinator	<p>Students can contact their International Department Coordinator to agree on the selected courses before applying online:</p> <ul style="list-style-type: none"> - Electronics: resp_sri_elec@enseirb-matmeca.fr - Computer sciences: resp_sri_info@enseirb-matmeca.fr - Telecommunications: resp_sri_telecom@enseirb-matmeca.fr - Mathematics & Mechanics: resp_sri_mmk@enseirb-matmeca.fr
Short explanation	<p>Maximum 30 ECTS per semester</p> <ul style="list-style-type: none"> - “First year” = 3rd year of Bachelor = semesters 5 & 6 - “Second year” = 1st year of Master = semesters 7 & 8 - “Third year” = 2nd year of Master = semesters 9 & 10
Language requirements	<p>All our courses are mainly taught in French, only a few courses in 3rd year are taught in English. Recommended French level is B1, but not compulsory.</p> <p>Exchange students are required to take a language test in French upon arrival. Free French courses (FLE – “Français Langue Etrangère”) are offered in both semesters, twice a week, for those whose level is insufficient.</p>

INFORMATION FOR INTERNSHIPS	
<i>(no internships allowed with our partnering companies)</i>	
Duration	<ul style="list-style-type: none"> - Minimum: 1 week - Maximum: 6 months
Application Procedure	<ol style="list-style-type: none"> 1. Students apply directly to one of our 4 associated laboratories IMS, Labri, IMB, I2M by sending by email the following information: <ul style="list-style-type: none"> - Research Center - Topic/subject - Dates & duration (our School is closed in August) - Resume in English - Copy of passport (bio page) 2. Once accepted by the laboratory, please send the Learning Agreement for Traineeships at dir_sri@enseirb-matmeca.fr. 3. Our International Relations Office will assist students with the registration procedure at ENSEIRB-MATMECA. <p>More information.</p>

PRACTICAL INFORMATION FOR EXCHANGE STUDENTS	
Accommodation	<p>Students are strongly advised to book accommodation in advance. Options:</p> <ul style="list-style-type: none"> • <u>Room in a CROUS dormitory in a student residence:</u> CROUS has a very limited number of rooms. We cannot guarantee a room. - Students coming for 1 semester have to apply via: https://trouverunlogement.lescrous.fr/ (no deadline) - Students coming for at least 2 semesters have to apply for an International Student Accommodation Form (DSE) before 15 May via: https://www.messervices.etudiant.gouv.fr/envole/ • <u>Room (or flat) in a student residence via private agencies:</u> Recommended agencies: All Suites, Suite'Etudes, Campusea, Stud'Otel, Studi'O. • <u>Room in a flat share with other people:</u> - https://www.lacartedescolocs.fr/colocations/nouvelle-aquitaine/bordeaux - https://www.leboncoin.fr/colocations/offres/aquitaine/ <p>For assistance with housing, please contact our Accommodation Information Department at: info_logement@enseirb-matmeca.fr</p>
Insurances & fees	<ul style="list-style-type: none"> • <u>Social Security</u> (health insurance): The student will not be required to pay social security contributions. He/She will need to register on the dedicated website for students in order to be covered for his/her medical expenses, except if he/she has a European health insurance card. More information about French social security. • <u>Civil Liability</u> (damages insurance): Students are required to subscribe a Civil Liability insurance to be covered for damages when enrolling at our School. Possible to purchase it in France upon arrival (18€ per year). • <u>Contribution Vie Etudiante et de Campus (CVEC):</u> As an international exchange student, students do not have to pay it. For double-degree exchange, students may pay tuition fees (601 € + CVEC 92 €) during their second year at ENSEIRB-MATMECA, depending on the agreement signed between both institutions.
Visa	<p>European students do not need a visa or "titre de séjour". Non-European students need to follow visa procedure. More information.</p>
International Students Support	<p>Our student association "<i>CluBee</i>" welcomes international students to make their stay in Bordeaux enjoyable. They make sure to fully integrate incoming students: they provide administrative support and organize a trip to a European city every year. Upon request when applying, <i>CluBee</i> can pick up students from the airport/railway station (upon availability) to their accommodation. clubee@enseirb-matmeca.fr</p>