



## EXCHANGE PROGRAMME FACT SHEET

**2022-2023**

### University information and contacts

Institution	Sciences Po Aix Institut d'Etudes Politiques d'Aix-en-Provence
ERASMUS Code	<b>F MARSEIL 55</b>
Institutional website	<b><u>HERE</u></b> or <a href="http://www.sciencespo-aix.fr/contenu/international/">http://www.sciencespo-aix.fr/contenu/international/</a>
Postal address	Sciences Po Aix Pôle Relations Internationales France 25 rue Gaston de Saporta 13625 Aix-en-Provence cedex 1

Head of the International Relations Department	Taos BOUDINE E-mail : <a href="mailto:taos.boudine@sciencespo-aix.fr">taos.boudine@sciencespo-aix.fr</a>
Administrative Officer for Incoming students	Lena BIRKhold E-mail: <a href="mailto:incoming@sciencespo-aix.fr">incoming@sciencespo-aix.fr</a> Tel : +33 442-170-520
Academic Coordinator for Incoming Students	Emilie COULON E-mail: <a href="mailto:emilie.coulon@sciencespo-aix.fr">emilie.coulon@sciencespo-aix.fr</a> Tel : +33 442-170-490
Administrative Officers for Outgoing students	Nathalie MEUNIER E-mail: <a href="mailto:outgoing@sciencespo-aix.fr">outgoing@sciencespo-aix.fr</a> Martin SEILER E-mail : <a href="mailto:mobility@sciencespo-aix.fr">mobility@sciencespo-aix.fr</a>

## Application procedure & requirements

### Application deadlines

#### Nominations:

Fall /academic year: May 1

Spring: October 1

#### Applications:

Fall /academic year: May 15

Spring: October 15

➔ [Application procedures and forms here](#)

Nominations should be sent directly by email to: [incoming@sciencespo-aix.fr](mailto:incoming@sciencespo-aix.fr).

Accepted students will receive an e-mail with further information.

### Language requirements & course catalogue

#### Students may take courses in French and/or in English:

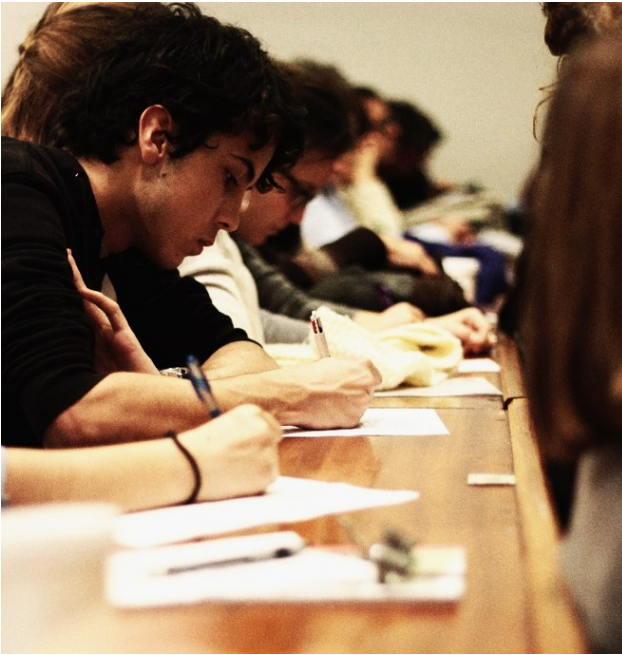
- Students with a good working level in French (B2) may enroll in all courses indicated in the international student course catalogue (a signed and stamped statement from your Departmental Coordinator stating the level of spoken and written French is required)
- Students with a basic level in French may enroll in classes in English, classes in French specifically for international students, French language and civilization classes, and foreign language classes. Registration in other classes is possible with authorization from the international student advisor.
- Students with no French background may enroll in all courses offered in English, and in the foreign language classes (French, Spanish, Italian, German, Russian, Chinese, Japanese, Arabic, level permitting)

➔ [Courses catalogue here](#)

### Credits & grading system

ECTS GRADES	GRADES/20	DEFINITION
A - 15-20	EXCELLENT	Remarkable
B - 12-14	VERY GOOD	Above average
C - 10-11	AVERAGE	Average
D - 8-9	BELOW AVERAGE	Additional work required to obtain credit Re-sits
E - 7-8	INSUFFICIENT	Re-sits
F - 0-6	FAIL	Re-sits

➔ [Grading system explained here](#)



## Exams / Transcripts

Students must obtain the minimum grade of 10/20 to pass in each subject.

Possibility to re-sit failed exams in June/July. Transcripts are sent to the partner university within five weeks following the end of the academic semester or year.

## Normal recommended course load

30 ECTS credits per semester

34 ECTS credits per semester maximum authorized

## Student resources & services

### Health insurance

**Non-EU students:** *except for students from the Schengen Area, Switzerland and Quebec* Mandatory affiliation to the French Social Security (free from charges for 2022-23) At the time of registration during orientation week.

**EU students:**

A copy of the European Health Insurance Card (CEAM) required upon arrival.

### Student housing

**Student housing:**

Renovated: €285,50 (for 2022-23) 12m<sup>2</sup>, private bathroom, kitchen shared with other students on the same floor.

Students apply for university halls of residence through the Department of International Relations of Sciences Po by filling out and returning the Housing request form before:

**May 15** (fall semester/year) or **October 15** (spring semester)

Students allotted a room in one of the halls of residence will be notified by e-mail and asked to complete an online reservation and pay a one-month credit card deposit by credit card.

➔ [Student housing application and information for private accommodation here](#)

## ————— **Cost of living**

Monthly expenditure will vary depending on type of accommodation and other variables.

For students housed in university residence halls, the Aix-Marseille University gives an approximation of the cost of living which goes from 650€ to 750€ per month.

## ————— **Student cafeterias & dining**

The university restaurants offer a wide range of different menus at very reasonable prices:

- Traditional 3 course hot meal : starter, main course with meat/fish and vegetables, cheese or dessert: **3,50€**
- Sandwiches starting from 2,50€ ! Organic food available !
- Cafeteria IUFM (5 minute walk from IEP) **lunch only**
- RU Les Arts et Métiers (10 minute walk from IEP) **lunch only**
- Cafeteria La Galice (13 minute walk from IEP) **lunch only**
- RU Les Gazelles (3 minute walk from student housing) **lunch & dinner**
- RU Les Fenouillères (7 minute walk from student housing) **lunch only**

## ————— **Student permit & visa process**

**Non EU students:** Please check with the appropriate French Embassy or Consulate in your home country for information about how to apply for a student visa, and consult the Campus France website for more information.

## ————— **Orientation**

During the whole year, meetings and social activities are organized specifically for our international students, in order to give them essential information regarding registration, but also to help them settle in their new life in Aix-en-Provence.

The International Club will mainly take care of the informal orientation, ruled by a motivated board of students.

Sciences Po Aix also organizes an integration week with intensive French courses and various activities at the end of August every year.

