

INFORMATION SHEET 2021/2022

(updated: 20/01/2021)

Full Legal Name	Institut National des Sciences Appliquées de Rouen Normandie (INSA ROUEN NORMANDIE) BP 08 685 Avenue de l'Université 76801 Saint Etienne du Rouvray Cedex FRANCE
ERASMUS Information	F ROUEN06 OID : E10206992
Website	https://www.insa-rouen.fr/en
Head of Institution	Prof. Mourad Abdelkrim Boukhalfa (Director)
Director of International Office and Erasmus Institutional Coordinator	Sophie BINARD Tel: +33/2/32/95/66/93 sophie.binard@insa-rouen.fr International Office (DRI) BP 08 – 685 Avenue de l'Université 76801 Saint-Etienne du Rouvray Cedex FRANCE
Administrative contacts	https://www.insa-rouen.fr/en/international/contacts
Regional and Academic Coordinators for Student Mobility Enquiries Incoming and outgoing students	https://www.insa-rouen.fr/en/international/contacts

Information for partners

Nomination deadlines (Procedure)	<p>INSA ROUEN NORMANDIE will only process applications with official nominations from our partner universities.</p> <p>Nominations should be sent to: international@insa-rouen.fr by home university coordinator before proceeding online registration.</p> <p>Nominations should include Last Name, First Name, Gender, Nationality, E-mail address, field of study at INSA (training department), current year of study at home institution and language level of the student nominate.</p> <p><u>Nomination deadlines</u> Autumn Semester and full year : 9 April Spring Semester: 8 October</p>
----------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Information for Incoming exchange students

<p>Application procedures</p>	<p>Once nomination is accepted by the DRI, students will receive an email with a link to the online application form. Students will be asked to complete the online application and upload the following documents:</p> <ul style="list-style-type: none"> - ID photo - Learning Agreement/Study Plan (*) - Certificate of French and/or English proficiency (*) issued by the home university's language center (or similar). OLS results cannot be used. - A copy of the passport (or European National identity card) - An official transcript of records in French or English listing all courses taken so far. <p>(*) All these documents are available at https://www.insa-rouen.fr/en/international/study-insa-rouen-normandie/how-come-exchange-student</p>
<p>Application Deadlines</p>	<p>Deadline for receiving exchange student applications:</p> <ul style="list-style-type: none"> - Autumn Semester and Full academic year: 30 April - Spring Semester: 29 October. <p>Please note that unfortunately we cannot process any late applications.</p>
<p>Academic Calendar</p>	<p>The academic year is divided into two semesters: Semester 1 (Autumn): September to January Semester 2 (Spring): January/February to July Welcome Program for exchange students: 2 weeks from mid-August to beginning of September (<i>more information page 3</i>). Summer School Artificial Intelligence : 21th June – 2nd July (<i>more information page 4</i>)</p>
<p>Arrival Dates</p>	<p>During the week prior to the beginning of the semester or at the beginning of the Welcome Program.</p>
<p>Orientation Dates & Academic Fair</p>	<p>Individual orientation by our Exchange coordinators a few days before the beginning of courses.</p>
<p>Entry Requirements</p>	<p>In order to apply for the Inbound Exchange Program you must satisfy the following criteria: Minimum 2 years of full-time study at a partner university</p>
<p>Language of instruction</p>	<p>French and English We offer courses in specialty departments (years 3,4 and 5) in English for non-French-speaking exchange students. All specialty departments (except GC) offer courses in English for 30 ECTS over one semester.</p>
<p>Language requirements</p>	<p>French & English: level B1 (according to the CECR) is strongly recommended: https://europass.cedefop.europa.eu/resources/european-language-levels-cefr</p>

Information on courses	<p>Please check the course catalogue: https://www.insa-rouen.fr/en/international/study-insa-rouen-normandie/list-courses-exchange-students (All information at the bottom of the page) Please note that courses from “premier cycle ingénieur/1st and 2nd year” are not opened to exchange students For more details please contact our Exchange Coordinators https://www.insa-rouen.fr/en/international/contacts</p>
------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Frequently Asked Questions

French Language courses	<p><u>Welcome Program</u> French intensive Language is given during this period (22,5h/week) = 2 ECTS. All Exchange students must pay the €75 fee for French courses, cultural activities and help for administrative procedures during Induction period. More information on: https://www.insa-rouen.fr/en/international/programmes-internationaux/summer-and-winter-schools-ffi To apply for Welcome Program, students just have to tick the box in the on-line application form. Otherwise, they can send an email to welcomeprogram@insa-rouen.fr <u>French courses during the year</u> French courses given to all Exchange students during the year are free of charge. 1h30/week – 14 weeks = 2 ECTS/semester.</p>
Accommodation at INSA Rouen Normandie	<p>Campus at Saint Etienne du Rouvray/Madrillet INSA Rouen Normandie provides on-campus accommodation for all exchange students: €321 to €397 per month. (+15€ of compulsory cleaning costs). Le Havre Campus (Civil Engineering Department) INSA Rouen Normandie does not have residences in Le Havre but we can help students to find accommodation (Agreements with CROUS and Housing Association in Le Havre). To apply for student housing, students just have to tick the box in the on-line application form. Otherwise students should apply for private housing. More information : https://www.insa-rouen.fr/en/international/study-insa-rouen-normandie/about-campus-life</p>
Cost of Living in Rouen	<p>€700-800/per month (all included) A <i>Welcome Guide</i> is available for download on our website : here You can also consult our section : Informationspratiques/VieCampus</p>

Health Insurance	<p>Before arrival</p> <ul style="list-style-type: none"> - Students from EU countries: European Health Insurance Card (EHIC) - Students from Québec: SE 401 Q 106 form - Students from non-EU countries: Non-UE Exchange students must take out a health and accident insurance policy prior to their arrival in France and valid until October 1st 2021 (Autumn Semester) or March 1st 2022 (Spring Semester). <p>All students coming to attend the Welcome Program must have their own health</p>
------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

	<p>insurance covering them from their arrival to August 20th 2021.</p> <p>On arrival</p> <ul style="list-style-type: none"> - Students from non –EU countries: mandatory registration to the French Student Social Security (free of charge). <p>For more information, please contact the International office: international@insa-rouen.fr</p>
Entry formalities in France	<p>Citizens of the European Economic Area and Switzerland: valid national identity card or passport</p> <p>Other nationalities: passport valid for the duration of the stay + a visa</p> <p>Visa Application procedure</p> <p>They are issued by the consular services of the French Embassy in your country of origin. Most have adopted the CEF procedure.</p> <p>Find out if:</p> <ul style="list-style-type: none"> - You need a “short stay” visa (stay less than 90 days). Cost of the visa: 60€. If you obtain a “short stay” visa, there are no other formalities to complete once you arrive in France. - You need a “long stay” visa (stay longer than 90 days). Cost of visa: 90€ <p>For the validation of your “long stay” visa (VLS-TS), we help you to constitute your file at your arrival at INSA Rouen Normandie! Please contact us for more information at scolarite@insa-rouen.fr</p> <p>More information on : https://france-visas.gouv.fr/web/france-visas/accueil</p>
Is there a pick-up service on arrival?	<p>Welcome Program Students are met in Paris, if they arrived on the day indicated to pick them up at the airport.</p>
Students integration	<p>Welcom’INSA offers information regarding studying at INSA, accommodation, living in Rouen, student organizations, etc.</p> <p>You can contact them at the following address : welcominsa@gmail.com</p> <p>Their Social Networks : Facebook and Instagram</p>

Summer School – to be confirmed for 2022

Scientific Summer School	<p>Summer School from 21th June to 2nd July - dates to be confirmed</p> <p>Theme : Artificial Intelligence for 4 ECTS French Culture and Language : 0.5 ECTS – Artificial Intelligence 3.5 ECTS</p>
Cancelled for 2021	<p>Registration period from December to 31st March - modality to be confirmed</p> <p>Early Registration : 800€ (from 16th December to 16th February) Standard Registration 850€ (from 17th February to 31 March) Late Registration 900€ (from 1st April to 18th May)</p> <p>More information on our web page</p> <p>Contact us at summerschool@insa-rouen.fr</p>

“Welcome to France” Label

“Welcome to France” Label - 2 star level	<p>All information about the “Welcome to France” label : https://www.insa-rouen.fr/en/international/study-insa-rouen-normandie/welcome-france-label</p>
------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------