



INFORMATION SHEET 2022

GENERAL INFORMATION

ADDRESS

Institut National des
Sciences Appliquées de
Rouen Normandie
BP 08
685 Avenue de l'Université
76801 Saint Etienne du
Rouvray Cedex
FRANCE

ERASMUS CODE

F ROUEN06
OID : E10206992

HEAD OF INSTITUTION

Prof. Mourad Abdelkrim
BOUKHALFA (Director)

WELCOME TO FRANCE LABEL – 2 STAR LEVEL

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

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



CONTACTS

<https://www.insa-rouen.fr/en/international/contacts>



GENERAL INFORMATION



ACADEMIC CALENDAR

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 (more information page 6)

Summer School Artificial Intelligence : From mid-June to beginning of July (more information page 6)

ARRIVAL DATES

During the week prior to the beginning of the semester or at the beginning of the Welcome Program

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:

- 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.

(*) All these documents are available at <https://www.insa-rouen.fr/en/international/study-insa-rouen-normandie/how-come-exchange-student>

Nominations should be sent to **international@insa-rouen.fr** by the coordinator of the home university before proceeding to the online registration by returning this completed file

Nomination deadlines
Autumn Semester and full year : 9 April
Spring Semester : 8 October

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>



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

Deadline for receiving exchange student applications:

- **Autumn Semester and Full academic year : 30 April**
- **Spring Semester: 29 October**

Please note that unfortunately we cannot process any late applications

French and English :
We offer courses in specialty departments (years 3,4 and 5) in English for non-French-speaking exchange students

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All specialty departments offer courses in English for 30 ECTS over one semester

French & English: level B1 (according to the CECR) is strongly recommended:
<https://europass.cedefop.europa.eu/resources/european-language-levels-cefr>

French courses during the year
French courses given to all Exchange students during the year are free of charge.
1h30/week – 14 weeks = 2ECTS/semester

HOW TO APPLY ?



HEALTH

Before arrival
 -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 of the current calendar year (Autumn Semester) or March 1st of the current calendar year (Spring Semester).
 All students coming to attend the Welcome Program must have their own health insurance covering them from their arrival to August 20th of the current calendar year.

On arrival
 -Students from non -EU countries: mandatory registration to the French Student Social Security (free of charge).

For more information, please contact the International office:
international@insa-rouen.fr

ENTRY FORMALITIES IN FRANCE

Citizens of the European Economic Area and Switzerland: valid national identity card or passport
 Other nationalities: passport valid for the duration of the stay + a visa

Visa Application procedure
 They are issued by the consular services of the French Embassy in your country of origin. Most have adopted the CEF procedure.

Find out if:
 -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€
 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**
 More information on : <https://france-visas.gouv.fr/web/france-visas/accueil>

ACCOMMODATION AT INSA ROUEN NORMANDIE

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>

STUDENTS INTEGRATION

Welcom'INSA offers information regarding studying at INSA, accommodation, living in Rouen, student organizations, etc.
 You can contact them at the following address : **welcominsa@gmail.com**
 Their Social Networks : [Facebook](#) and [Instagram](#)

CONDITIONS OF ENTRY INTO FRANCE

[Ministry website](#)
[Campus France website](#)

COST OF LIVING IN ROUEN

€700-800/per month (all included)
 A Welcome Guide is available for download on our website : [here](#)
 You can also consult our section : [Informations pratiques / Vie Campus](#)

TESTIMONIALS

You can find videos of student testimonials on [INSA's Youtube channel](#)
 or on the INSA Rouen Normandie [webtv](#)

SHORT PROGRAMS

SCIENTIFIC SUMMER
SCHOOL - SESSION 2023

Summer School from mid-June to beginning of July - dates to be confirmed
Theme : Artificial Intelligence for 4 ECTS

French Culture and Language : 0.5 ECTS – Artificial Intelligence 3.5 ECTS

Registration period from December to 31st March - modality to be confirmed

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)

More information on our web page

Contact us at **summerschool@insa-rouen.fr**

INDUCTION PERIOD

Welcome Program

French intensive Language is given during this period (22,5h/week) = 2 ECTS

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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-ffl>

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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

BUDDY SYSTEM

The BuddySystem is an online platform that brings together international students and local students in a mentoring programme. This platform allows local actors to manage and coordinate the integration of new students

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The BuddySystem is dedicated to international students who, through the Platform, will have the opportunity to develop a relationship and interact with local students as well as enrich themselves through an intercultural experience

