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**INFORMATION FOR**

**EXCHANGE and DOUBLE DEGREE STUDENTS**

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| **INTERNATIONAL RELATIONS TEAM** | |
| **Director of the International Relations Office** | |
| **Family name** | DONOHOE |
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| **International Exchange Office (Incoming and Outgoing)** | |
| **Family name** | LANDES |
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| **ERASMUS Scholarship Coordinator** | |
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| **LINKS to TELECOM SUDPARIS** | |
| **Télécom SudParis website** | <http://www.telecom-sudparis.eu/en_accueil.html> |
| **International pages** | <http://www.telecom-sudparis.eu/p_en_international_international_8240.html> |
| **Research website** | <http://www.telecom-sudparis.eu/p_en_recherche_presentation_8307.html> |

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| **APPLICATION PROCEDURE** | | |
| **Deadlines** | Nomination:  Fall semester: April 1st  Spring semester: October 1st  Application:  Fall semester: April 15th  Spring semester: October 15th | |
| **Requirements** | Academic: have validated at least 7 semesters or have validated the equivalent of 210 ECTS prior to the exchange period  Language for programs taught in French: minimum of B1 (DEFL)  Language for programs taught in English:   * TOEFL: 550 (Paper based), 213 (Computer Based) or 79 (Internet Based) * IELTS: 5.5 * TOEIC: 750   Cambridge: CAE | |
| **Letter of admittance** | The courier will be sent by email to the exchange coordinator of the school. | |
| **Academic Calendar**  **(to be confirmed)** | Master of Engineering:   * Fall semester: September to January   Examination period: January   * Spring Semester: February to June   Examination period: May/June | Master of Science:   * Fall semester: September to January   Examination period: first week of February   * Spring Semester: February to June   Examination period: May/June |
| **Application** | Application form: the application form is sent upon receipt of the nomination  Documents :   * Application form duly filled and signed * Learning agreement * 1 photo * 1 complete CV * A letter of motivation * Bachelor grades and certificate * Language certificate: TOEFL, IELST, TOEIC… * Information on how you intend to meet living costs   The complete application must be sent by email or by post.  The notification of admission will be sent within 2 weeks. | |
| **Address to send the application** | By mail to:  Télécom SudParis  International Relations Office  Ms Laura LANDES, International Exchange Officer  9, rue Charles Fourier, 91011 Evry Cedex, FRANCE  Or email:[**laura.landes@telecom-sudparis.eu**](mailto:laura.landes@telecom-sudparis.eu) | |

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| **COURSE OFFERED** | | |
| **Typical structure of a semester:**  **1 semester = 30 ECTS** | Master of Engineering:   * 4 teaching units=4 ECTS each * Semester project=8ECTS * Multidisciplinary Seminar week=1 ECTS * Language 1=3 ECTS * Language 2=1 ECTS (optional) * Human Sciences=1 ECTS | Master of Science:   * 5 to 6 teaching courses=20 ECTS * French as a Foreign Language= 2 ECTS * Project=8 ECTS |
| **Fall semester exchanges – 30 ECTS**  **September – Beginning of February (semester 9)** | | |
| **Master of Engineering**  **(in English)** | Course catalog: <http://www.telecom-sudparis.eu/p_en_formation-ingenieur_approfondissement_1054.html>  select « advanced studies modules »  The semester is divided into 4 periods. You have to take one course per period. | |
| **Master of Science programs**  **(in English)** | Course catalog*:* <http://www.telecom-sudparis.eu/p_en_formations-post-grade_MSc_1179.html>  You have to take one full semester of one specific program. You cannot mix the levels and the programs | |
| **Spring semester exchanges – 30ECTS**  **February – June (semesters 8 and 10)** | | |
| **Master of Engineering**  **“Advanced Modules” in English or in French** | Course catalog: <http://www.telecom-sudparis.eu/p_en_formation-ingenieur_approfondissement_1054.html>  Select « advanced studies modules »  You have to take the courses from one module only. You cannot take courses from different modules. | |
| **Master of Science programs**  **(in English)** | Course catalog: <http://www.telecom-sudparis.eu/p_en_formations-post-grade_MSc_1179.html>  You have to take one full semester of one specific program. You cannot mix the levels and the programs | |

**Mixing classes from different majors or Master of Science programs is not possible.**

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| **TUITION, FEES, HOUSING AND INSURANCE** | |
| **Tuition fees** | Please refer to the bilateral agreement  General rules: exchange students do not pay tuition fees at Telecom SudParis |
| **Monthly incomes required by the French Authorities** | 650 euros per month   * Accommodation : 400 euros to 500 euros per month (possibility for French subsidies) * Food: 4.00 euros per meal on campus. 20 euros in a restaurant * Compulsory insurances: 400 euros per year * Other: 1000 euros per year (transportation, travels, school stationary…) |
| **Accommodation** | A room is reserved on campus for the international students by the International Development Department (DDI)  MAISEL: <http://www.telecom-sudparis.eu/p_en_ecole_campus_MAISEL_1097.html>  Rates for individual room : 399 to 500 euros  Rates for studio: 430 to 532 euros  Deposit: 590 Euros  **IMPORTANT: any fortnight starts is due.** |
| **Insurance** | It is necessary to be covered for the first month in France while registering to the French Student Health Care (compulsory).  *European students: we recommend that European students take the* ***European card****, they will not be obliged to subscribe to the French Student Health Care.*  It is also compulsory to subscribe insurance for the accommodation. We will help students to find a provider. |
| **Student unions** | There are 50 clubs and associations: arts, sport, culture, humanitarian…  The association dedicated to the International Student is “Welcom”:  <http://www.welcom-evry.com/>  Student guide: <http://www.telecom-sudparis.eu/p_en_international_international_8240.html> |
| **Visa** | Non-European students need a visa to study in France “Visa Etudiant”. They must follow the procedure with Campus France in their country: <http://www.campusfrance.org/en>. |
| **Regulation in France** | The first year of their stay in France, foreign students do not have to apply for “Carte de Séjour”, Resident Permit. They just have a medical examination in order to valid their student visa.  Students who stay one more year in France need to apply for the resident permit 2 months before the expiration of the visa.  More information will be given by the International Development Department. |