



ADMISSION PROCESS INCOMING EXCHANGE STUDENTS [2019-2020]

APPLICATION DEADLINES AT UNIVERSITE DE NANTES

| STUDY ABROAD PERIOD | ONLINE APPLICATION AVAILABLE | ONLINE APPLICATION DEADLINE | DECISION FROM THE UNIVERSITY (International admissions and student housing) |
|---|------------------------------|-----------------------------|---|
| 1 st semester or academic year | March 1 st | May 15 th | June 15 th - 30 th |
| 2 nd semester | October 1 st | November 15 th | December 10 th - 15 th |

FILLING OUT THE ONLINE APPLICATION AND REQUESTING ON-CAMPUS HOUSING

Students wishing to participate in an exchange program with Université de Nantes must fill out the online application form available at [Université de Nantes – International](#). The application for on-campus student housing will be included on this form.

PLEASE READ CAREFULLY THE DETAILS CONCERNING STUDENT ON-CAMPUS ACCOMMODATION ON OUR UNIVERSITY WEBSITE AS WELL AS THE APPLICATION PROCEDURE BELOW BEFORE FILLING OUT THE ONLINE APPLICATION FORM

1. Register to create a **Mobility-Online personal account** by clicking on **Candidature en ligne**.

| | |
|------------------------------------|--------------------------|
| Année académique | 2018/2019 * |
| NOM | ACKERMANN |
| Prénom | Maria |
| Date de naissance | 29.09.1998 * |
| Adresse mail personnelle | mariaackermann@gmail.com |
| Même adresse mail pour le vérifier | mariaackermann@gmail.com |
| Langue de communication | English * |



Fill out your last name in **UPPERCASE LETTERS ONLY** otherwise you will not be able to continue with your registration.

You can change your language options by choosing either English or French in the “*Langue de communication*” drop menu.

| | |
|--------------------------------|--|
| Sexe | <input checked="" type="radio"/> Femme <input type="radio"/> Homme * |
| Pays de naissance | Colombie * |
| Ville de naissance | Bogota * |
| Nationalité | Etats-Unis * |
| Nationalité 2 (le cas échéant) | Colombie |

Fill out “Nationality 2” only if you have TWO nationalities otherwise leave
 <-- *Aucun choix* -->

In “*Nombre d’années d’études supérieures validées*” write the years you have been enrolled at a university after finishing secondary/high school.

| | |
|---|---|
| DONNEES SUR LES ETUDES ACTUELLES | |
| Faculté, département, origine | Langues * |
| Nombre d’années d’études supérieures validées | 2 * |
| Niveau d’études actuel | 1er cycle / Undergraduate / Licence * (?) |
| Nom du diplôme préparé actuellement (en français ou en anglais) | Bachelor of Arts in Applied Languages * |

- Once you have registered on Mobility-Online, you will receive an e-mail with instructions to create your user name and password giving you access to the site in order to finish your application form. **You will be able to save a partially completed application and return to it later, if necessary, by clicking on [Login Mobility-Online](#).**

| | |
|---|--|
|  UNIVERSITÉ DE NANTES |  |
| Language: English Login: Password: | Forgot your password? |
| Close Reset Login | |
| Université de Nantes 44035 Nantes, 1, quai de Tourville, France Tel +33 253 462 162 international@univ-nantes.fr http://www.univ-nantes.fr/international | |
| Bienvenue sur le site de Mobility-Online ! | |

3. Fill out the application form with your personal, mobility and arrival information.



In order to complete your personal, mobility or arrival information or to upload any documents, make sure the buttons “complete personal information” or “Upload your document” change colors.

| Necessary steps | Done | Done on | Done by | Direct access via following link |
|--|-------------------------------------|------------|-------------------------|--|
| Application Forms | | | | |
| Confirmation Email (Online Application) | <input checked="" type="checkbox"/> | 05.02.2019 | Automatically generated | |
| Securized Personal Account Created | <input checked="" type="checkbox"/> | 05.02.2019 | Maria MARTIRES | |
| Application online | <input checked="" type="checkbox"/> | 05.02.2019 | Maria MARTIRES | |
| Personal Information Completed | <input type="checkbox"/> | | | View my application Complete personal information |
| Mobility Information Completed | <input type="checkbox"/> | | | |
| Hosting Conditions | <input type="checkbox"/> | | | |
| Application : learning agreement | | | | |
| Application : Documents to be added | | | | |

Last name: MARTIRES
First name: Maria
Gender: ☐ Male ☒ Female
Date of birth: 29.09.1998
E-mail address: mariamartires@gmail.com

Permanent address details

To seize your number :
+ (Replace 00) _ XXX (= code of country) _ XXX XXX XXX

Street: Calle Rafael Lucenqui No 6
Country: Spain
Post code: 06004
City: Badajoz
Telephone number: +11 571 263 889 6
Mobile phone number: +115 730 044 487 96 _ _ _

[Back to the application workflow](#) [Save](#)

To write your telephone number :
(replace the 00 with the “+” sign)
+ _XXX(=country calling code) _XXX _XXX _XXX

Once everything is filled out, click on “save” ...

Action successful
Your personal data has been stored successfully.

[Back to the application workflow](#)

...then select “back to the application workflow” to come back to the main page.

To continue with your mobility information, select “complete information on my mobility”.

| Necessary steps | Done | Done on | Done by | Direct access via following link |
|---|-------------------------------------|------------|-------------------------|---|
| Application Forms | | | | |
| Confirmation Email (Online Application) | <input checked="" type="checkbox"/> | 05.02.2019 | Automatically generated | |
| Securized Personal Account Created | <input checked="" type="checkbox"/> | 05.02.2019 | Maria MARTIRES | |
| Application online | <input checked="" type="checkbox"/> | 05.02.2019 | Maria MARTIRES | View my application |
| Personal Information Completed | <input checked="" type="checkbox"/> | 05.02.2019 | Maria MARTIRES | Complete personal information |
| Mobility Information Completed | <input type="checkbox"/> | | | Complete information on my mobility |

Niveau de maîtrise de la langue ☐ A1 ☐ A2 ☐ B1 ☐ B2 ☐ C1 ☐ C2 *

Certificate of French language level ☐ DELF ☐ DALF ☐ Certificate from home university *

ENGLISH LANGUAGE SKILLS

Are you a native English speaker ? ☐ Yes ☒ No *

Level of proficiency ☐ A1 ☐ A2 ☐ B1 ☐ B2 ☐ C1 ☐ C2 *

OTHER LANGUAGE SKILLS

Other languages spoken ☐ 0 ☐ 1 ☐ 2 *

Language 1 (specify) <-- Please select --> *

Level of proficiency ☐ A1 ☐ A2 ☐ B1 ☐ B2 ☐ C1 ☐ C2 ☐ Mother tongue *

Scroll down to the bottom of the page and select “forward to update” in order to edit the page.

Niveau de maîtrise de la langue ☐ A1 ☐ A2 ☐ B1 ☐ B2 ☒ C1 ☐ C2 *

Certificate of French language level ☐ DELF ☒ DALF ☐ Certificate from home university *

Your language certificate will be required once the application filled in (except for Polytech's applicants)

ENGLISH LANGUAGE SKILLS

Are you a native English speaker ? ☐ Yes ☒ No *

Level of proficiency ☐ A1 ☐ A2 ☐ B1 ☐ B2 ☐ C1 ☒ C2 *

OTHER LANGUAGE SKILLS

Other languages spoken ☐ 0 ☒ 1 ☐ 2 *

Language 1 (specify) English *

Level of proficiency ☐ A1 ☐ A2 ☐ B1 ☐ B2 ☐ C1 ☐ C2 ☐ Mother tongue *

Once you have filled everything out, click on “update” ...

Level of proficiency ☐ A1 ☐ A2 ☐ B1 ☐ B2 ☒ C1 ☐ C2 *

OTHER LANGUAGE SKILLS

Other languages spoken ☐ 0 ☒ 1 ☐ 2 *

Language 1 (specify) English *

Level of proficiency ☐ A1 ☐ A2 ☐ B1 ☒ B2 ☐ C1 ☐ C2 ☐ Mother tongue *

...then “Return” to go back to the main page.

Repet these steps with “housing conditions”.

For the start and end dates of the planned mobility, choose according to your mobility choice:

| MOBILITY PERIODS | | |
|---|---|--|
| Full academic year | 1 st semester | 2 nd semester |
| From September 1 st , 2019 to May 31, 2020 | From September 1 st , 2019 to January 14, 2020 | From January 15, 2020 to May 31 st 2020 |



***** Attendance to end of terms exams is mandatory. Absences ARE NOT tolerated. Please pay close attention to the dates above and organize your mobility accordingly.*****

4. Application : Learning agreement : upload the required documents to the platform using PDF format only.



If your home university has its own learning agreement and they wish to have it signed by Université de Nantes, please make sure you attach both documents (learning agreement from your home university and learning agreement required by Université de Nantes) in a single PDF file.

Application : learning agreement

Learning agreement completed and signed by home university ☐

Upload your document

Application : Documents to be added

Upload name: Learning Agreement

Owner: MARTIRES, Maria

File: Learning Agreement PDF.pdf

Once the document has been uploaded, click on “save”.

- ✓ **LEARNING AGREEMENT CONTRACT** from Université de Nantes explaining in detail your mobility study program and duly signed and dated by your home university.



*****MANDATORY for the faculties listed in the online class catalogue*****

Choosing your classes

Please visit the online class catalog in order to prepare your learning agreement:
<http://www.univ-nantes.fr/international/coursecatalogue>

*****You must choose 30 ECTS per semester – (60 ECTS for the full academic year)*****

*****You must take at least 70% of your classes in a Faculty that has signed an agreement with your home university.*****

5. **Application : supporting documents** : upload the required documents to the online platform using PDF format only.

Learning agreement completed and signed by home university ☒ 05.02.2019 Maria MARTIRES

Application : Documents to be added

ID Photo ☐

Resume in French (in English for Polytech Students) ☐

Motivation Letter in French (in English for Polytech Students) ☐

Transcript of Records of the 2 last semesters ☐

Certificate of French Knowledge ☐

Upload your document

Remember to click on “save” every time you upload a document, just as you did for the learning agreement.



SUPPORTING DOCUMENTS

ALL documents, with the exception of your ID photo, must be in PDF format only.

- ✓ Identification Photograph in JPEG format and with neutral background
*****scanned ID cards, passports or selfies will not be accepted*****
- ✓ Resume /Curriculum Vitae (CV) in French
- ✓ Cover / motivation letter in French
- ✓ Official transcript of records for the last validated two semesters
- ✓ French language certificate from your home university's French department OR an official French Language certificate (TCF, DELF or DALF)
*****MANDATORY except for students applying at i-FLE or Polytech, depending on the department *****
- ✓ For non-European exchange students only : recommendation letter

6. Confirm and submit your online application form.

Validation de la candidature (Maria MARTIRES - Erasmus études) Insert

Je certifie exactes les informations renseignées dans mon dossier, et valide mon dossier de candidature. Après validation, je dois déposer mon dossier auprès de ma composante afin qu'il puisse être instruit, il n'est plus possible d'y apporter des modifications.

[Back to the application workflow](#) [I submit my application](#)

Only complete applications will be considered.



You will not be able to modify your profile once you submit your application.

7. Once your application validated, **make sure to follow the notifications concerning your admission process** as well as further instructions to prepare your mobility.

SELECTION OF APPLICANTS

The International Relations Office will inform you of its decision after evaluation of your application. If you are selected and you have chosen to live in on-campus student housing, the address of the residence hall will be provided as well as any additional information concerning your stay in Nantes.

Contacts at Université de Nantes' International Relations Office

Erasmus+ and European exchange programs

Ms. Patricia Torres-Gabillard
Exchange Students Coordinator

Non-European exchange programs

Ms. Catalina Cristancho

International.accueil@univ-nantes.fr