

WELCOME GUIDE

INTERNATIONAL STUDENTS

2016-17



UNIVERSITÉ LYON III
JEAN MOULIN



2016
2017

Three overlapping purple curved lines, resembling a stylized '3' or a series of connected arcs, positioned between the years 2016 and 2017.

WELCOME TO LYON 3!



Jacques COMBY
President of Jean Moulin
Lyon 3 University

Choosing University Jean Moulin Lyon 3 means access to high quality education and research in the heart of the city of Lyon.

With 28,000 students enrolled, Jean Moulin University offers a wide range of degrees (Bachelor's and Master's degrees and PhD programs) in the fields of the humanities and social sciences. Students can choose from disciplines within our six faculties and schools. Subject areas include law, political science, francophone studies, philosophy, management, economics, business administration, languages, literature, information & communication, history and town and country planning.

Open to Europe and the world, Jean Moulin University Lyon 3 is building up momentum in terms of its internationalization.

The University is developing a high-level international research profile, involving participation in national, international and European projects. It is firmly committed to development in the following areas: socio-economic relations, entrepreneurship, start-ups, research & development contracts, knowledge transfer, academic chairs, etc.



Robert SHERRATT
Head of the International
Relations Office

The University has implemented procedures to ensure the successful integration of visiting professors and post-doctorate students, and conducts a proactive policy to facilitate the mobility of researchers.

Jean Moulin University is open to student throughout Europe and the world, and has resolutely intercultural perspectives. It has numerous partnership agreements, including São Paulo University, Shanghai University, Tongji University, University of Turin, University Sherbrooke, Ottawa University, Monash University, Sherbrooke University, European Universities and University of California. Lyon 3 welcomes 4000 international students every year.

Programs tailored to your profile! Students who select Jean Moulin University have the opportunity to take short or long-term customized courses taught in French (*Programme d'Études Universitaires Françaises*) or English (SELF program, Study in English in Lyon, France).

In order to ease the integration of non-French speakers, we offer courses in French as a foreign language and a course of Introduction to French culture and civilization.

This welcome guide is designed to help you prepare your stay in our University and in the UNESCO World Heritage City of Lyon.

Welcome to University Jean Moulin Lyon 3!

STUDYING AT LYON

COUNTRIES WHERE
EXCHANGE
STUDENTS COME FROM

TOP 10

United Kingdom
Germany
China
Canada
Italy
USA
Japan
Mexico
Australia
Spain

COUNTRIES WHERE
NON-EXCHANGE
STUDENTS COME FROM

TOP 5

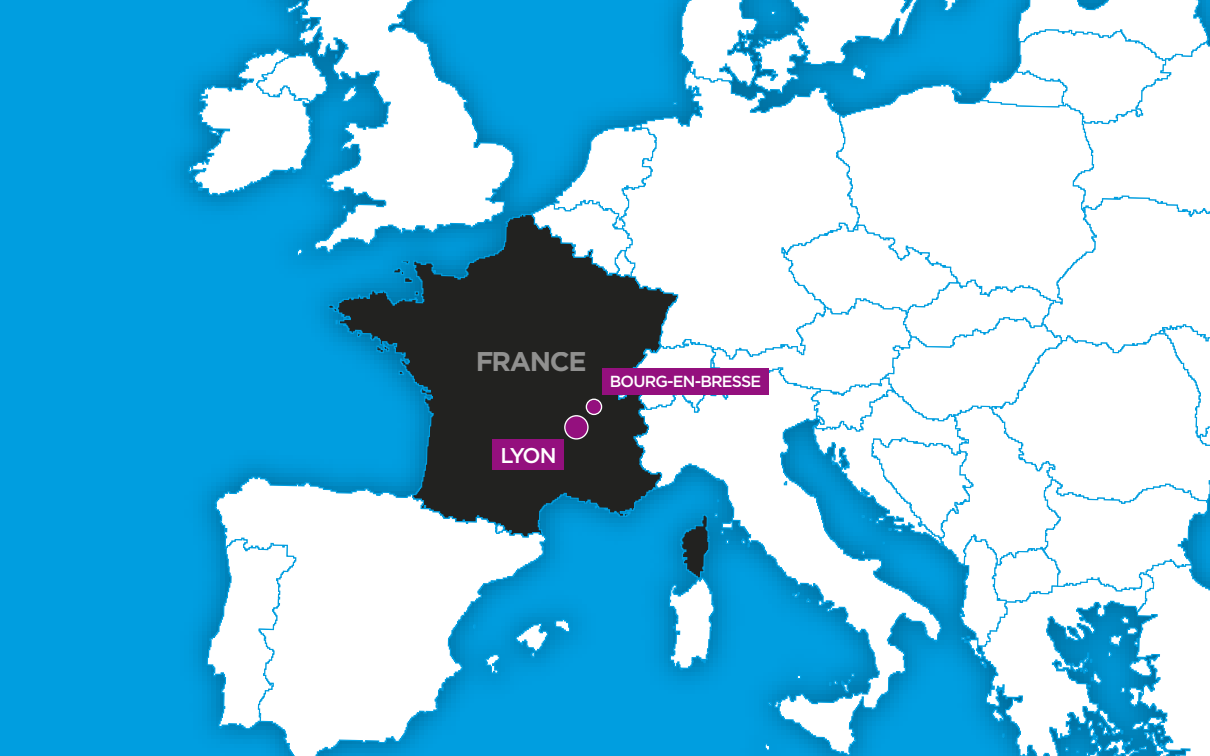
China
Algeria
Italy
Morocco
Senegal



LYON



BOURG-EN-BRESSE



FRANCE

BOURG-EN-BRESSE

LYON

GUIDE CONTENTS

International students coming to Jean Moulin
Lyon 3 University?

This guide is designed for you!

EXCHANGE STUDENTS

Students coming to study at Jean Moulin Lyon 3 University through a partnership agreement with their home university **(see p.43)**

NON-EXCHANGE STUDENTS

Students who do not fall under a university partnership (students enrolled in an Undergraduate Degree, a Postgraduate Degree, PhD Degree, University Diploma or specific program) **(see p.46)**

THIS WELCOME GUIDE IS DESIGNED TO:

- ☑ Help you prepare for your stay in Lyon.
- ☑ Give you some helpful tips for when you arrive.
- ☑ Assist you with settling into university life at Lyon 3.
- ☑ Provide you with useful information for your stay in France.

The International Relations team is always available to lend a helping hand. Throughout your stay, feel free to contact the International Relations Office at any time **(see p.57)**.

Welcome and happy reading!

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DISCOVERING JEAN MOULIN LYON 3 UNIVERSITY

- Key University Statistics
- One university: 3 Campuses
- First things First
- Settling into Campus Life

KEY UNIVERSITY STATISTICS



A university specialising in **Humanities and Social Sciences** across **3** sites located in the centre of **Lyon** and in **Bourg-en-Bresse**

- ☑ Law
- ☑ Political Science
- ☑ Francophone Studies
- ☑ Economy
- ☑ Business Administration
- ☑ Management
- ☑ Languages
- ☑ Literature
- ☑ History - Geography
- ☑ Planning - Development
- ☑ Philosophy
- ☑ Information & Communication

6 FACULTIES AND SCHOOLS:

LAW SCHOOL

FACULTY OF LANGUAGES

FACULTY OF LITERATURE AND CIVILISATIONS

FACULTY OF PHILOSOPHY

IAE LYON

IUT JEAN MOULIN LYON 3

27 514 students | **4 438** international students
of **121** nationalities | **254** partner universities outside
the European Union | Over **208** partner universities
under an Erasmus+ exchange agreement
16 languages taught | **578** PhD candidates
55 study abroad programs* | **776** students from
Lyon 3 studying abroad in **44** different countries

*Jean Moulin University courses set up in partner institutions abroad

ONE UNIVERSITY: 3 CAMPUSES

MANUFACTURE DES TABACS

6 cours Albert Thomas | 69 008 Lyon

Monday to Friday from 7:30am to 9pm | Saturday from 7:30am to 5pm

Main reception (*Point Central d'Accueil*)

Monday to Friday from 7:30am to 7pm

accueil@univ-lyon3.fr

Request a campus map or download a copy from our website www.univ-lyon3.fr

At the *Manufacture des Tabacs* you will find:

- ☑ International Relations Office
- ☑ Law School: Bachelor Degrees
- ☑ Faculty of Languages: Bachelor and Masters Degrees
- ☑ Faculty of Literature and Civilisations: 1st and 2nd year of Bachelor's Degrees and Infocom Studies
- ☑ IAE Lyon School of Management: Bachelor, Masters, PhD Degrees and Magellan Research Centre
- ☑ Accounting Department
- ☑ Language Centre
- ☑ Enrolment Centre
- ☑ Student Services Office
- ☑ Student Disability Service
- ☑ University library

Access via public transport

- ☑ Metro line D | *Sans Souci* metro station
- ☑ Tram T4 | *Manufacture-Montluc* stop
- ☑ Bus lines C25, 69 and 296 | *Manufacture-Montluc* stop

MORE INFORMATION | www.tcl.fr



QUAIS CAMPUS

The *Palais de l'Université* - 15 quai Claude Bernard | 69 007 Lyon

Monday to Friday from 7:30am to 9pm | Saturday from 7:30am to 5pm

- ☑ Law School: Masters, PhD degrees and Research Centre
- ☑ Faculty of Philosophy: Bachelor, Masters and PhD Degrees
- ☑ Law & Philosophy University Library

The *Bâtiment Athéna Dugas* - 7 rue Chevreul | 69 007 Lyon

Monday to Friday from 7:30am to 8pm

- ☑ Faculty of Literature and Civilisations: 3rd year of Bachelor's Degree, Masters and PhD Degrees

The *Eugène Chevreul* Research Centre - 18 rue Chevreul | 69 007 Lyon

Monday to Friday from 7:30am to 8:30pm | Saturday from 7:30am to 12:30pm

- ☑ Research Department
- ☑ Research centres

IUT Jean Moulin Lyon 3 - 88 rue Pasteur | 69 007 Lyon

Monday to Friday from 7:30am to 9pm | Saturday from 7:30am to 5pm

MILC - *Maison Internationale des Langues et des Cultures*

35 rue Raulin | 69 007 Lyon

Access via public transport

- ☑ Metro line D | *Guillotière-Gabriel Péri* metro station
- ☑ Tram T1 | *Rue de l'Université* stop (for 15 Quai Claude Bernard) or *Quai Claude Bernard* stop (for Research Department and IUT Jean Moulin Lyon 3)

MORE INFORMATION | www.tcl.fr



BOURG-EN-BRESSE CAMPUS

2 rue du 23^e Régiment d'Infanterie | 01000 Bourg-en-Bresse

Monday to Friday from 7:30am to 9pm | Saturday from 7:30am to 12pm

Main Reception

Monday to Friday from 8.30am to 10.30am and from 1.30pm to 5.30pm

Tel. 04 74 23 82 30 | bourgenbresse@univ-lyon3.fr

Access via public transport

📍 Bus line 2 | *Charité-Université* stop

MORE INFORMATION | www.tub-bourg.fr

HELPFUL TIP

Find useful information about living in Bourg-en-Bresse on the student website www.jeunes01.fr



CAMPUS DE BOURG-EN-BRESSE

UNIVERSITÉ JEAN MOULIN LYON III

FIRST THINGS FIRST

ARRIVING AT LYON 3

Upon arrival in Lyon, one of the first things you should do is go and visit the International Relations Office.

The welcome desk will give you general information to help you settle in and adjust to life in Lyon.

SAVE THE DATES

ARRIVAL DATES IN FRANCE FOR EXCHANGE STUDENTS

You must arrive in France no later than (unless otherwise stated):

📅 **29th August 2016** for the fall semester (fall: end of August to January).

📅 **4th January 2017** for the spring semester (spring: January to June).

SUPPORT FOR STUDENTS WITH A DISABILITY

The Student Disability Service team and the International Relations Office will also be on hand to assist you throughout your stay.

Please contact your geographical coordinator (**see p.57**) at the

International Office to know the steps to follow upon arrival and the measures that have been provided for you (suitable accommodation, assistance with daily life, pedagogical assistance, special arrangements for exams etc.).

IMPORTANT

Before arriving in France, it is important that any medical documents (health records and recognition of disability) are translated into French. Once in Lyon, a doctor from the Health Care Services (Service de Médecine Préventive et de Promotion de la Santé) will advise you on any necessary arrangements.

CONTACT

Student Disability Service | Magali Lastricani-Jolivet

Manufacture des Tabacs | South Yard

Tel. 04 78 78 78 01 | magali.lastricani@univ-lyon3.fr

STUDENTS WELCOME DESK: FOR A GOOD START IN LYON

This desk welcomes students in Lyon between September and October. A multilingual team helps students settle into life in Lyon and provides information on:

- ☑ Residence permit renewal.
- ☑ Organising accommodation (accommodation offers, financial help...).
- ☑ Student job offers.

As well as culture, leisure, health and transport...



CONTACT

Students Welcome Desk

92 rue Pasteur | 69 007 Lyon

www.universite-lyon.fr/swd

HELPFUL TIP

Don't miss the **Welcome Days** in September !
3 happy days to settle successfully into campus life.



SETTLING INTO CAMPUS LIFE

STUDENT ASSOCIATIONS

You want to be involved in a project or share ideas and cultures?

Jean Moulin Lyon 3 University is home

to many associations, combining many different hobbies and interests. Don't miss out!

MORE INFORMATION | [Net³ > Associations](#)

HELPFUL TIP

Don't miss the **Student Associations Forum** in September.

FOCUS ON... LYON III INTERNATIONAL ASSOCIATION

The Lyon III International Association is available to assist international students throughout their stay at Lyon 3. Along with helping students settle into Lyon, they also organise special events, cultural visits, student sponsorship, etc.

There is also a two-week orientation program called *séminaire d'immersion* to help prepare students enrolled in the DEUF program for their studies in France.

MORE INFORMATION | www.associnterlyon3.fr

If you are looking for cultural activities, language exchanges and workshops... the following associations may also interest you:

ESN CosmoLyon | www.lyon.ixesn.fr

Nationsorg | www.nationsorg.com

CULTURAL ACTIVITIES AT LYON 3

Are you interested in discovering French art and culture? Then come along to some of the workshops and events organised by the University's Cultural Affairs Centre: concerts, exhibitions, conferences, theatre, cultural events...
Get more information!

MORE INFORMATION | [Net³ > Culture](#)

CONTACT

Cultural Affairs Centre | Véronique HAZAN-DUBOURGET

Manufacture des Tabacs | Ground floor - Building E

Tel. 04 78 78 77 85 | veronique.hazan@univ-lyon3.fr

Culture Office

Information, Enrolment & Enquiries

Manufacture des Tabacs | 18 rue Rollet

Monday from 2pm to 5pm | Tuesday to Thursday 10am to 5pm | Friday 10am to 12pm

Tel. 04 78 78 78 00 | pointculture@univ-lyon3.fr

HELPFUL TIP

Check out the **Programme Culturel**, the Lyon 3 cultural program, available from Culture Office or the International Relations Office.

LYON 3 BAND JAZZ

You are playing an instrument and you have at least 5 years of practice?

Join the Lyon 3 Band Jazz

SPORTS

Do you wish to practice a sport?

Lyon 3 University offers a large selection of sports throughout the academic year: team and individual sports, fitness, dance, relaxation ...

Registration fee: 36 € (price for 2015-2016)

Sports card to be provided at the beginning of each course

Course schedule | [Net³](#) > [Sport](#)

CONTACT

Sports Centre Office

Manufacture des Tabacs | Level-1 | Building 5

Monday to Friday from 9:30am to 4pm

Tel. 04 78 78 78 50 | sport@univ-lyon3.fr

HELPFUL TIP

Throughout the year, the sports association *Association Sportive Lyon 3* offers students a number of activities: ski trips, dance workshops, running events, sports tournaments, rock climbing trips...

Get involved!



PREPARING FOR YOUR ARRIVAL

- Financing your trip
- How to get a Residence Permit
- Insurance
- Accommodation
- Daily life

FINANCING YOUR TRIP

PREPARING A BUDGET

To live comfortably in Lyon, you should aim to have a budget of around **600 €** to **900 €** (rent, food, social activities...).

TIP: When you arrive, expect to pay around **1 500 €** in the first month to cover initial costs (deposit, rent, electricity and water bills...).

OPENING A FRENCH BANK ACCOUNT

It is a good idea to open a French bank account when you arrive in France to facilitate your daily life (pay by credit card or/and cheque book, make bank transfers, withdraw cash, pay bills...).

Documents required:

- ☑ A photocopy of your ID.
- ☑ Proof of accommodation in Lyon (e.g. a copy of your lease).

The team at the International Relations Office will be able to advise you further on any financial matters.

HELPFUL TIP

Ask your current bank for your IBAN (International Bank Account Number). You will need it to transfer money into your French bank account.

EXAMPLES OF STUDENT LIVING EXPENSES

(PRICES GIVEN AS A ROUGH GUIDE)

Rent	from 300 to 550 € / month (varies per residence)
Meals	from 200 to 250 € / month
Electricity, gas, water	around 30 € / month
Telephone, Internet	from 20 to 30 € / month
Transport*	30,20 € (student subscription) / month

EXCHANGE STUDENTS

Registration fee and Health Care Services	No registration fee
Social Security*	215 € (only for non-European students or European students living outside of Europe)
Sport (optional)*	36 €

NON-EXCHANGE STUDENTS

Registration fee*	BACHELOR: 184 € MASTERS: 256 € PHD: 391 €
Social Security*	215 €
Sport (optional)*	36 €
Health Care Services*	5,10 €

*Prices for 2015/2016

HOW TO GET A RESIDENCE PERMIT

If you are not from a country belonging to the European Economic Area, you will have to apply for a **Student Visa** before arriving in France.

The acceptance letter from Jean Moulin Lyon 3 University is to be submitted along with your visa application to the French Consulate in your country.

Attention! Please note that several weeks may be needed for the visa delivery.

AFTER YOUR ARRIVAL IN FRANCE:

- ☑ **Long Stay Visa**, with the quote *étudiant/Ceseda R311-3 6°*: you will have to go through the OFII* procedure within the first three months of your stay in France (via the person in charge at the International Relations Office).
- ☑ **Long Stay Visa**, with the quote *carte de séjour à solliciter dans les deux mois*: you will have to apply for a residence permit within the first two months of your stay in France (via the person in charge at the International Relations Office).
- ☑ **Long Stay Visa** for minors: you will have to apply for a residence permit once you are over the age of majority.
- ☑ **Long Stay Visa**, with the quote *dispense temporaire de titre de séjour*: students have no requirements to fulfil upon their arrival in France.

Attention! Please be aware that this visa will not allow you any semester extension or to get a job.

CONTACT

Michael FAURE

Préfecture and OFII* Procedure correspondent
Tel. 04 78 78 71 04 | michael.faure@univ-lyon3.fr

*OFII : Office Français de l'Immigration et de l'Intégration

HELPFUL TIP

From September to October, The Students Welcome Desk can help you apply for your residence permit | www.universite-lyon.fr/swd

TIP: Once you have entered France, you should inform your consulate in Lyon of your presence.

MORE INFORMATION | www.consulats-lyon.fr

INSURANCE

SOCIAL SECURITY

☒ European students

Students already covered by their country's social security.

Before coming to Lyon, you should obtain the **European Health Insurance Card (EHIC)** from your social security service provider before coming to France. This card ensures that students have health insurance in Europe, and also includes health cover for trips within the European Economic Area and Switzerland.

Attention! The EHIC must be valid for the duration of your stay in Lyon.

❑ Non-European students or European students living outside of Europe

Students are required to register under the social security scheme as soon as they are enrolled in a tertiary education program.

There are two bodies that govern student social security (compulsory) and mutual insurance (optional): LMDE and SMERRA. The registration for social security costs 215 € (price for 2015/2016).

Attention ! American Express cards are not accepted.

TIP: As soon as you are enrolled, you will receive a certificate from social security. Keep it in a safe place as you may need it throughout your stay.

You are over 28?

Students over 28 years of age do not fall under the same social security scheme. For more information, please visit the International Relations Office.

Students from Quebec and registered at RAMQ?

Students from Quebec who are registered with *Régie de l'Assurance Maladie du Québec* (RAMQ) do not need to sign up for social security.

HELPFUL TIP

Health Insurance: French social security does not completely reimburse medical expenses, however you can choose to pay for additional health insurance that will do so.

LIABILITY INSURANCE (ASSURANCE RESPONSABILITÉ CIVILE)

This insurance covers personal injuries or damage to property that may have been caused by you and is primarily aimed towards students who participate in sports. This insurance is compulsory for students

who practice a sport. All international students will need to provide a proof of liability insurance to get their student card (**see house insurance on p.31**).



ACCOMMODATION

Lyon is a large city and finding the right accommodation can sometimes be difficult. Start looking for a place to live before you arrive and, if necessary, **book some temporary accommodation until you find something permanent.**

There is a variety of accommodation options for you to choose from:

- ☑ CROUS university residences.
- ☑ Private university residences.
- ☑ Apartments (via real estate agents or private landlords).
- ☑ Share houses.
- ☑ Homestays.

LYON III INTERNATIONAL

Exchange students can contact the Lyon III International Association (**see p.18**) that provides students with assistance in finding accommodation in the CROUS university residences, private residences or with a host family.

- ☑ **Membership fee** = 20 €
- ☑ **Administration fee** = 30 €
- ☑ **Deposit** = 350 € (compulsory reservation deposit that will be reimbursed at the end of the stay)

CONTACT

Lyon III International Association
logementri@associnterlyon3.fr

MORE INFORMATION | www.associnterlyon3.fr

Other useful housing organisations may also help you:

☑ **CROUS**

www.crous-lyon.fr

Public service that is available to answer any questions relating to student life, in particular applications for university residences.

> Please apply online on the CROUS website until 31 May 2016

☑ **Shared houses**

Net³ > Vie étudiante > Logement

The University's Student Services Office provides a list of available shared housing, available via the student intranet Net³ from July to the end of September.

☑ **Lokaviz**

www.lokaviz.fr

Student housing service that offers various types of accommodation.

☑ **Lyon Campus**

www.lyoncampus.info

Website of the city of Lyon that helps students every step of the way, from organising accommodation, to residence permits and general daily needs.

☑ **CRIJ**

www.crijrhonealpes.fr

A Rhône-Alpes youth information website that provides useful information and various offers.

☑ **CLLAJ**

www.uncllaj.org

Useful tips and advice whilst you are looking for a place to live.

HELPFUL TIP

Legal information concerning your housing rights

ADIL | www.adil69.org

HOUSING TAX (*TAXE D'HABITATION*)

In France, residences are subject to a housing tax that is calculated according to the amount of rent paid by the student (as a general rule, this amount is around the equivalent of one month's rent; depending on the suburb you live in).

This tax is due on January 1st of the year following the beginning of your tenancy. You may receive a tax assessment notice once you have already returned to your home country.

HOUSING INSURANCE (*ASSURANCE HABITATION*)

Students are required to take out housing insurance as soon as they arrive in France. It covers public liability required to validate their student enrolment at Jean Moulin Lyon 3 University.

RENT ASSISTANCE (*AIDE AU LOGEMENT*)

As a student in France, you can benefit from the rent assistance.

You can start your rent assistance application online on www.caf.fr, after having signed your rental contract.

IMPORTANT

Expect around 2 months to receive the rent assistance.

MORE INFORMATION | CAF - Caisse d'Allocations Familiales www.caf.fr

Attention! If you have a visa with a **temporary residence permit exemption** you are not eligible to receive rent assistance payments from CAF.

ACCOMMODATION EXPENSES

ADMINISTRATION FEE (*FRAIS DE DOSSIER*)

You may be charged a reservation fee for certain residences and apartments. This fee varies between residences and agencies and cover costs related to the management of the property (the state of the property upon your arrival and departure...).

DEPOSIT (*CAUTION*)

You will be required to pay a deposit when you rent your accommodation. It will cover any potential costs relating to damage to the property or unpaid rent. This sum usually amounts to one or two months' worth of rent and should be paid when the contract is signed and before moving into the residence. Your deposit will be reimbursed within the two months following your departure, if the **state of the property** has been deemed satisfactory.

MOVING IN & MOVING OUT

LANDLORD (*BAILLEUR*)

Owner of the property.

PROPERTY INSPECTION (*ÉTATS DES LIEUX*)

It must be drawn up upon arrival and before the departure of the tenant. This will serve as an inventory of the state of the residence and any property (dishwashers, furniture, etc).

RENTAL CONTRACT AND LEASE (*CONTRAT DE LOCATION, BAIL*)

A binding document (outlines the rights and responsibilities of tenants and landlords).

DEPARTURE NOTICE (*PRÉAVIS*)

You will need to hand in your departure notice to your landlord so that he/she can arrange to end your lease. Departure notices must be given at least 2 or 3 months in advance and their timeframe is subject to the conditions of the rental contract.

HELPFUL TIP

Download the practical guide for housing assistance
www.univ-lyon3.fr > International > Préparez son séjour à Lyon 3 > Se loger à Lyon

Electrical connection

Voltage: 220-230 volts; Frequency: 50 hertz

DAILY LIFE

HEALTH CARE

BOOKING A MEDICAL APPOINTMENT

Price for public medical clinics: a consultation will cost you 23 € (You can be reimbursed by up to 70% through social security).

Attention! Some freelance (*non conventionné*) doctors are entitled to establish their own consultation rates. When making the appointment, try to check whether the doctor is freelance (*non conventionné*) or under contract from the state (*conventionné*) and choose the latter.

TIP: If you need to see an English-speaking specialist or a general practitioner, ask the International Relations team.

HOW DO I GET REIMBURSED FOR A CONSULTATION?

☑ European exchange students

To receive your first reimbursement, you will need to go to the *Caisse Primaire d'Assurance Maladie* (CPAM) with your medical claim form*, your French bank account number Relevé d'Identité Bancaire (RIB) and a copy of your European Health Insurance Card.

☑ Non-European exchange students, European students living outside of Europe or students on individual exchange

After each consultation: you will need to fill out, sign and send your medical claim form to your social security service LMDE or SMERRA. For your first claim, you will need to attach your French bank account number (RIB), which will allow you to receive reimbursement directly into your account.

CONTACTS

LMDE
www.lmde.com

SMERRA
www.smerra.fr

*A medical claim form or *feuille de soins* is a document provided by your doctor that will enable you to be reimbursed for your medical expenses.

HELPFUL TIP

For any minor illnesses, you can visit your local pharmacy. The pharmacists can give you free medical advice and if necessary, suggest to consult a doctor.

LYON 3 HEALTH CARE SERVICES

Jean Moulin Lyon 3 University's Health Care and Health Promotion facilities offer students a range of free services:

- ☑ Medical appointments.
- ☑ Exam accommodation for students with a disability.
- ☑ Medical advice and certificates (sports certificates, health certificates).
- ☑ Specialist consultations for dietary, psychiatric, psychological, gynaecological.
- ☑ Medical Services (no appointment required) that provide first aid and emergency.

If you need one of the above, don't wait, please talk to a member of the International Relations Team and make an appointment!

CONTACTS

Health Care Services

By appointment

Manufacture des Tabacs
Ground floor - Building EG
Monday to Thursday from 8:30am to 12:30pm and from 1:30pm to 5:30pm
Friday from 8:30am to 12:30pm
Tel. 04 78 78 79 83

Medical Services

No appointment required

Manufacture des Tabacs
18 rue Rollet | Ground floor - Building B4
Monday to Thursday from 8am to 12:30pm and from 1:30pm to 5pm
Friday from 8am to 12:30pm
Emergency Tel. 04 78 78 78 80

FOOD & RESTAURANTS

There are a number of places you can go in Lyon to get some food:

- ☑ **Local stores:** bakeries, butchers...
- ☑ **Small inner-city convenience stores** (prices often higher).
- ☑ **Discount supermarkets** (located in the city centre and suburbs).
- ☑ **Hypermarkets, also known as grandes surfaces** (usually located within large shopping centres found on the outskirts of Lyon).
- ☑ **Markets.**

EATING ON CAMPUS

Eating on campus at Lyon 3 is cheap and easy.

With a number of cafés that offer a variety of food options, including full meals, salads, sandwiches, snacks, pizzas, coffees and pastries.

HELPFUL TIP

Your **izly** student card is a multiservices card! You can load money online on your card to pay at the CROUS restaurants.

MORE INFORMATION | www.izly.fr

Manufacture des Tabacs

RESTO'U (CROUS)

Level-1 – Building EG

Monday to Friday from 11:15am to 2:15pm

BISTROT'U (CROUS)

North courtyard | Level-1 – Building C

Monday to Thursday from 7:30am to 6pm | Friday from 7:30am to 5pm

Cœur de Blé

Building B

Monday to Friday from 7:30am to 6pm

Quais Campus

Quais CAFET (CROUS)

16 quai Claude Bernard | 69 007 Lyon

Monday to Friday from 8am to 6pm

CAFET IEP (CROUS)

14 avenue Berthelot | 69 007 Lyon

Monday to Friday from 7:30am to 2.30pm

Cœur de Blé

15 quai Claude Bernard | Basement

Monday to Friday from 7:30am to 5pm

Bourg-en-Bresse Campus

RESTO'U (CROUS)

8 rue des Chrysanthèmes | 01000 Bourg-en-Bresse

Monday to Friday from 11:30am to 2pm

HELPFUL TIP

Meal at CROUS: **3,25 €** (price for 2015-2016).

STUDENT LIFE IN LYON

Throughout the year in Lyon, there are many events that are simply not to be missed! *Nuits des étudiants du monde*, *Fête des lumières*, *Nuits sonores*, *Biennale de la danse* and *Nuits de Fourvière*.

Other things to discover in Lyon are: *Parc de la Tête d'Or*, *Vieux Lyon* (the Old City), museums, banks of the Rhône, cinemas, theatres and the Opera.

HELPFUL TIP

The Culture Pass allows you to choose 4 shows throughout the year for just 16 €. Visit the Manufacture des Tabacs Culture Office.

GETTING AROUND

📌 Public transport (tram, metro or bus)

Campus pass (under 28) = 30.20 € / month (recharge your card every month) or 302 € / year.

MORE INFORMATION | www.tcl.fr

📌 Bikes

A great way to travel around Lyon is by using the *Vélo'v* public bicycles. This bike-hiring system allows you to hire and return bikes 24 hours a day, 7 days a week.

MORE INFORMATION | www.velov.grandlyon.com

📌 Trains

You can easily visit the Rhône-Alpes-Auvergne region and enjoy reduced rates thanks to the *carte jeune 12-27 ans* (50 € / an).

MORE INFORMATION | www.voyages-sncf.com | www.ter-sncf.com

📌 Cars | Car-sharing

Save on your transport costs with car sharing.

MORE INFORMATION | www.covoiturage.fr | www.covoiturage-grandlyon.com

TELEPHONE AND INTERNET

TO CALL FROM ABROAD

You add **00 33** and remove the first 0 from the number you wish to call.

MOBILE PHONE SUBSCRIPTION

French telephone operators can help you get connected.

INTERNET SUBSCRIPTION

You can combine your Internet, telephone and TV subscription for a cost of around 20 € to 30 € a month.

TIP: We advise you to shop around first to compare prices and contract conditions.

HELPFUL TIP

Numbers starting with 04, 09... are landlines numbers.
Numbers starting with 06 and 07 are mobile phones numbers.



STUDYING AT JEAN MOULIN LYON 3 UNIVERSITY

- Organisation and Structure of Studies
- Exchange Students
- Non-Exchange Students

ORGANISATION AND STRUCTURE OF STUDIES

The courses that are offered at Jean Moulin Lyon 3 University are based upon the European education system and follow the Bachelor-Masters-PhD format.

📌 Bachelor

Undergraduate degree obtained after 3 years of successfully completed studies, accessible with a *baccalauréat* or equivalent.
Bachelor = 3 years = 6 semesters (S1 to S6)

📌 Masters

Postgraduate degree obtained after 5 years of successfully completed studies, accessible with a Bachelor degree or equivalent.
Masters = 2 years = 4 semesters (S1 to S4)

📌 PhD

Postgraduate degree obtained after 8 years of successfully completed studies, accessible after a Master degree.
PhD = 3 years

SEMESTERS

All degrees are broken up into semesters.

One semester = 30 ECTS (European Credits Transfer System) **credits.**

	SEPTEMBER TO JANUARY Fall Semester	JANUARY TO JUNE Spring Semester
Bachelor 1 st year	Semester 1 = 30 ECTS credits	Semester 2 = 30 ECTS credits
Bachelor 2 nd year	Semester 3 = 30 ECTS credits	Semester 4 = 30 ECTS credits
Bachelor 3 rd year	Semester 5 = 30 ECTS credits	Semester 6 = 30 ECTS credits
Masters 1 st year	Semester 1 = 30 ECTS credits	Semester 2 = 30 ECTS credits
Masters 2 nd year	Semester 3 = 30 ECTS credits	Semester 4 = 30 ECTS credits

COURSE UNIT

Semesters are composed of course units or *Unités d'Enseignement* (UE), from which you can choose the following options:

- ☑ **UEF** | *Unité d'Enseignement Fondamentale* = Core subjects
- ☑ **UEC** | *Unité d'Enseignement Complémentaire* = Additional course units, complementary to UEF units
- ☑ **UEO** | *Unité d'Enseignement d'Ouverture* = Advanced course units (initiation and consolidation subjects)

COURSE STRUCTURE

Classes are broken up into lectures or ***Cours Magistraux (CM)***, which usually take place in the amphitheatres, and tutorials or ***Travaux Dirigés (TD)***, which are carried out in smaller groups involving practical work exercises.

RESITTING AN EXAM

If you happen to fail an exam you have the possibility of resitting it. If you need to resit an exam, repeat sessions usually take place around the beginning of July.

TIP: If you are coming to Lyon for a full university year it is a good idea to plan your departure for after this period.

Attention! No second exam period for the IAE Lyon School of Management

STUDENT CARD

If all of your enrolment details have been finalised before your arrival, you will be able to get your student card upon arrival: this (Izly) multi-service card (**see p.35**) allows you to:

- ☑ Be identified as a Lyon 3 student.
- ☑ Load money onto your card for use at the CROUS university.
- ☑ Borrow books and documents from the university libraries.
- ☑ Vote at university elections.

HELPFUL TIP

If you have lost your student card, please visit the lost property office located at Manufacture des Tabacs, 6 Rue Rollet, at the logistics department on the Quais campus or at the welcome desk in Bourg-en-Bresse.

EXCHANGE STUDENTS

YOU STUDY IN THE *PROGRAMME D'ÉTUDES UNIVERSITAIRES FRANÇAISES*

PROGRAMME D'ÉTUDES UNIVERSITAIRES FRANÇAISES

- ▣ Diplôme d'Études Universitaires Françaises (DEUF) for one semester or the full year.

This program is offered to Bachelor and Masters students coming to study at Lyon 3 for a semester or year and is run entirely in French. You can choose from classes belonging to a number of different

faculties and schools including: business administration, philosophy, languages, law, francophone studies, political science, literature, information & communication, history and geography.

The following subjects are compulsory:

- ▣ *Français Langue Étrangère* (FLE): French as a Foreign Language.
- ▣ *Initiation à la Culture Française*: Introduction to French Culture (excl. law students).
- ▣ *Méthodologie et Introduction au Droit*: Methodology and Introduction to Law (for law and political science students only).

INFORMATION SESSION

Information sessions are **COMPULSORY** and take place at the beginning of semester. At these sessions you will receive a list of tutors who will assist you with choosing classes, online registration and organising your timetable. You will be informed of a session date upon your arrival at the university.

COURSE SELECTION

After meeting with your academic advisor, you can select your classes online via the student Intranet Net³. Online registration must be completed by the beginning of October for fall semester and the beginning of February for spring semester.

To find out more, you can refer to the course catalogue on the university website: www.univ-lyon3.fr > **International** > **Choisir son parcours à Lyon 3** > **Cours enseignés en français**

ERASMUS+ STUDENTS

If you are an Erasmus+ student and need to change your learning agreement upon arrival: you will

have to fill in the part called “changes during mobility” of your contract (Learning Agreement).

CONTACT

Chantal ORTILLETZ

Tel. 04 78 78 70 08 | chantal.ortilletz@univ-lyon3.fr

YOU STUDY IN THE STUDY IN ENGLISH IN LYON, FRANCE

SELF: STUDY IN ENGLISH IN LYON, FRANCE

This program, taught in English, is designed for undergraduate students who are not specialising in French. The program runs for one or two semesters and allows students to develop skills in law, business administration and social sciences.

SECOND SESSION

A second session will also be organised to help you choose your classes and finalise your course enrolment.

INFORMATION SESSION

You will be notified by email (in May or October) of the dates for the information session and orientation week program. Information sessions are compulsory and will include a presentation on the SELF program and the university as a whole. The orientation week agenda will be given to students at the information session.

ORIENTATION WEEK

Orientation week consists of French test Français Langue Étrangères (FLE), Introduction to French culture classes, Intensive FLE classes, Campus Tour and Library Tour.

CONTACT

Sophie VÉRON

Tel. 04 26 31 86 37 | sophie.veron@univ-lyon3.fr

MORE INFORMATION

www.univ-lyon3.fr > International > Choisir son parcours à Lyon 3 > Cours enseignés en anglais

NON-EXCHANGE STUDENTS

YOU HAVE BEEN ADMITTED TO ENROL IN A NATIONAL OR UNIVERSITY DIPLOMA

You will need to complete your enrolment on the Registration Portal accessible from the University home page.

After having completed your online registration, send your dossier to the Enrolment Centre at the earliest opportunity. The mail address will be available online.

INFORMATION SESSIONS

Information sessions are organised by the International Relations Office and are for the benefit of new students enrolled at Lyon 3. These sessions are compulsory and provide students with important information about the university and the year ahead.

ORIENTATION SESSIONS

Each faculty and school has its own compulsory information session at the beginning of each semester to inform students on class organisation and timetables. Students will be notified of the date of these sessions upon their arrival at Lyon 3.

MORE INFORMATION

www.univ-lyon3.fr > International > Venir à Lyon 3 > Hors programme d'échange

YOU HAVE BEEN ADMITTED TO ENROL IN A SPECIFIC PROGRAM*

If you require any assistance regarding your enrolment, the International Relations Office is here to answer any questions or queries you may have. You will be sent an email with more information before you arrive.

Information sessions are held for each specific program.

*Programme d'Études Universitaires Françaises; Study in English in Lyon, France; Introduction to French Language Certificate



FACILITIES

- Digital Work Environment
- University Libraries
- Language Centre

DIGITAL WORK ENVIRONMENT

NET³: STUDENT INTRANET

You wish to follow the Lyon 3 news, monitor your academic studies or get information ?

Please connect to your Net³ Intranet:
<http://net3.univ-lyon3.fr>

- 🔍 **User:** student number (7 digits) to be found on your student card
- 🔍 **Password:** the one given by Lyon 3 or selected upon enrolment

YOUR E-MAIL ADDRESS

Once enrolled at Lyon 3, you will be given a personal email address that will appear on your student card: **firstname.lastname@etu.univ-lyon3.fr**

TIP: It is a good idea to check your emails regularly as the university will use this as the main point of contact to send you important information throughout the year.

TECHNOLOGICAL TOOLS

Numerous technological tools are available on the intranet: academic studies portal, pedagogical platform, platform for professional integration... Discover them!

CONTACT

Center for Digital Pedagogy
net3@univ-lyon3.fr

HELPFUL TIP

Wi-Fi is available throughout the different campuses.
Computer rooms available : room 261 and 263 (Manufacture des Tabacs) and room 301 (Quais Campus).

UNIVERSITY LIBRARIES

Once enrolled at Jean Moulin Lyon 3 University, you will automatically have access to the **5 University Libraries**.

Located at the Lyon and Bourg-en-Bresse campuses, the university libraries are great spaces for:

- ☑ Access to numerous and various collections.
- ☑ Individual and working spaces.
- ☑ Cultural events.

MORE INFORMATION | <http://bu.univ-lyon3.fr>

Manufacture des Tabacs Library

6 cours Albert Thomas | 69 008 Lyon

Monday to Friday from 8:30am to 9pm | Saturday from 9:30am to 5pm

Open in the evening from October to May

spmanu@univ-lyon3.fr

Law and Philosophy Library

15 quai Claude Bernard | 69 007 Lyon

Monday to Friday from 8:30am to 9:00pm | Saturday from 9:30am to 5pm

Open later in the evening from October to May

spquai@univ-lyon3.fr

MILC - Salle de lecture Alexandra David-Néel

35 rue Raulin | 69 007 Lyon

Monday to Friday from 8:30am to 8:30pm | Saturday from 9:30am to 4:30pm

Open later in the evening from October to May

spquai@univ-lyon3.fr

Bourg-en Bresse Library

2 rue du 23^e R.I. | 01000 Bourg-en-Bresse

Monday to Friday from 8am to 6:30pm | Saturday from 9am to 12:00pm

spbourg@univ-lyon3.fr

Diderot de Lyon (BDL) Library

5 parvis René Descartes | 69 007 Lyon

www.bibliotheque-diderot.fr



LANGUAGE CENTRE

MORE THAN 36 AVAILABLE LANGUAGES!

If you wish to learn a foreign language and improve your French, come along to our Language Centre! Here, students can enhance their language skills by using a number of resources.

If you wish to meet French and/or international students during your stay at Lyon 3 in order to improve your language skills, please come along to the Maison des Langues who can put you in contact with French or international students.

MORE INFORMATION | **Net³ > Outils > Échanges linguistiques**

CONTACT

Language Centre

<http://mdl.univ-lyon3.fr>

Manufacture des Tabacs | Room 219 – 2nd floor | Building B

Monday to Friday from 8am to 7pm

September until mid-June (closed over university holiday periods)

Tel. 04 78 78 73 87 | maison-des-langues@univ-lyon3.fr



USEFUL INFORMATION

- Getting to the University
- Accommodation upon Arrival
- Pre-arrival Check-list
- Contacts
- Access Map
- University abbreviations

GETTING TO THE UNIVERSITY

LYON-SAINT-EXUPERY AIRPORT → LYON

The Rhônexpress tram serves as a link between Lyon-Saint Exupéry Airport and the centre of Lyon (journey time approx. 30 minutes).

A one-way ticket (online and onsite):

13,20 € (for those aged between 12 and 25)

14.70 € (over the age of 25) (2015-2016 rate)

MORE INFORMATION

www.rhonexpress.fr

Other possibility: Taxi
(costs between 50 € et 75 € around).

TRAIN STATION → MANUFACTURE DES TABACS

FROM PART-DIEU TRAIN STATION

- ❑ **T4 Tram** direction *Hopital Feyzin Venissieux: Manufacture Montluc* stop
- ❑ **Metro B** direction *Gare d'Oullins: Saxe-Gambetta* stop and then take **line D** direction *Gare de Vénissieux: Sans Souci* stop
- ❑ **C25 bus** direction *Saint-Priest Plaine de Saythe: Manufacture-Montluc* stop

FROM PERRACHE TRAIN STATION

- ❑ **Metro line A** direction *Vaux-en Velin La Soie: Bellecour* stop and then take **line D** direction *Gare de Vénissieux: Sans Souci* stop

MORE INFORMATION | www.tcl.fr

HELPFUL TIP

If you wish to leave your bags at our luggage service, enter the Manufacture des Tabacs campus via 6 Rue Rollet and you can leave them there for the day.

ACCOMMODATION UPON ARRIVAL

Some useful addresses:

**AUBERGE DE JEUNESSE DU VIEUX
LYON (VIEUX LYON YOUTH HOSTEL)**

41-45 montée du Chemin Neuf
69005 Lyon

Tel. 04 78 15 05 50

From 22 € per night including breakfast

Maximum length of stay: 6 days

**HOMESTAY FOR ONE TO
SEVERAL NIGHTS**

www.couchsurfing.org

HOTELS

From 50 € per night including
breakfast

PRE-ARRIVAL CHECK-LIST

To ensure a smooth arrival:

- ☑ Find an accommodation for the duration of your stay.
- ☑ If necessary, find an accommodation for the first nights.
- ☑ European students: get the European Health Insurance Card (EHIC) which will be valid for your whole stay.
- ☑ Get a residence permit for the duration of your studies at Lyon 3.
- ☑ Make sure you have enough cash and/or a debit card to cover initial costs.
- ☑ Ask your current bank for your IBAN (International Bank Account Number).
- ☑ Students with a disability: Before arriving in France, please contact your geographical coordinator and have any medical documents (health records and recognition of disability) translated into French.
- ☑ Bring your learning agreement already signed by your home university with you
- ☑ Check that your mobile phone is functional in France.

CONTACTS

INTERNATIONAL RELATIONS OFFICE CONTACT DETAILS

☑ WELCOME CONTACTS

International Students | DEUF Program and French Summer School

Coordinator: Chantal ORTILLETZ

Tel. 04 78 78 70 08 | chantal.ortilletz@univ-lyon3.fr

Welcome Desk | CILF

Arlette KALIMUNDA

Tel. 04 78 78 73 93 | arlette.kalimunda@univ-lyon3.fr

Residence Permits, French Immigration and Integration Office (OFII)

Michaël FAURE

Tel. 04 78 78 71 04 | michael.faure@univ-lyon3.fr

☑ EUROPEAN EXCHANGES

Coordinator for Cyprus, Spain, Greece, Italy, Malta, Portugal, French-Speaking Switzerland and Turkey

Mireille CORTICCHIATO

Tel. 04 78 78 70 71 | mireille.corticchiato@univ-lyon3.fr

Coordinator for the British Isles, Ireland, Russia & Ukraine

Doroteya OBRESHKOVA

Tel. 04 78 78 73 72 | doroteya.obreshkova@univ-lyon3.fr

Coordinator for German-speaking countries, Central & Eastern Europe

Anca-Laura STOIAN

Tel. 04 26 31 86 28 | anca-laura.stoian@univ-lyon3.fr

Coordinator for Northern European countries

Fatima FERREIRO

Tel. 04 78 78 74 73 | fatima.ferreiro@univ-lyon3.fr

☑ **EXCHANGES: AMERICA, ASIA, OCEANIA, MIDDLE EAST AND AFRICA**

Coordinator for North America & South Africa

Laetitia BELOT

Tel. 04 26 31 85 72 | laetitia.belot@univ-lyon3.fr

Coordinator for India, Australia & New Zealand

Michael FAURE

Tel. 04 78 78 71 04 | michael.faure@univ-lyon3.fr

Coordinator for Central and Latin America

Julie PONTVIANNE

Tel. 04 78 78 70 34 | julie.pontvianne@univ-lyon3.fr

Coordinator for Asia

Lucien YANG

Tel. 04 78 78 75 28 | lucien.yang@univ-lyon3.fr

Coordinator for the Middle East, North and French-speaking Africa

Alida SAHLI

Tel. 04 26 31 88 59 | alida.sahli@univ-lyon3.fr

☑ **PROGRAMS: SELF**

Coordinator for the SELF Program

Sophie VERON

Tel. 04 26 31 86 37 | sophie.veron@univ-lyon3.fr

USEFUL CONTACTS AT LYON 3

☑ **MAIN RECEPTION**

(POINT CENTRAL D'ACCUEIL)

accueil@univ-lyon3.fr

☑ **LYON 3 EMERGENCY**

In the event of fire, theft, violence,
technical issues, etc.

Tel. 04 78 78 78 18

☑ **MEDICAL SERVICES**

Tel. 04 78 78 78 80

☑ **ENROLMENT HOTLINE**

Tel. 04 26 31 86 86

inscriptions@univ-lyon3.fr

USEFUL CONTACTS IN LYON

☑ Lyon Tourism Office
www.lyon-france.com

☑ City of Lyon
www.lyon.fr

☑ Lyon Campus
www.lyoncampus.info

☑ Only Lyon
www.onlylyon.org

☑ Lyon CROUS
www.crous-lyon.fr

EMERGENCY TELEPHONE NUMBERS

24-hour emergency service:

- ☑ General Emergency: **112**
- ☑ Ambulance: **15**
- ☑ Fire: **18**
- ☑ Police: **17**

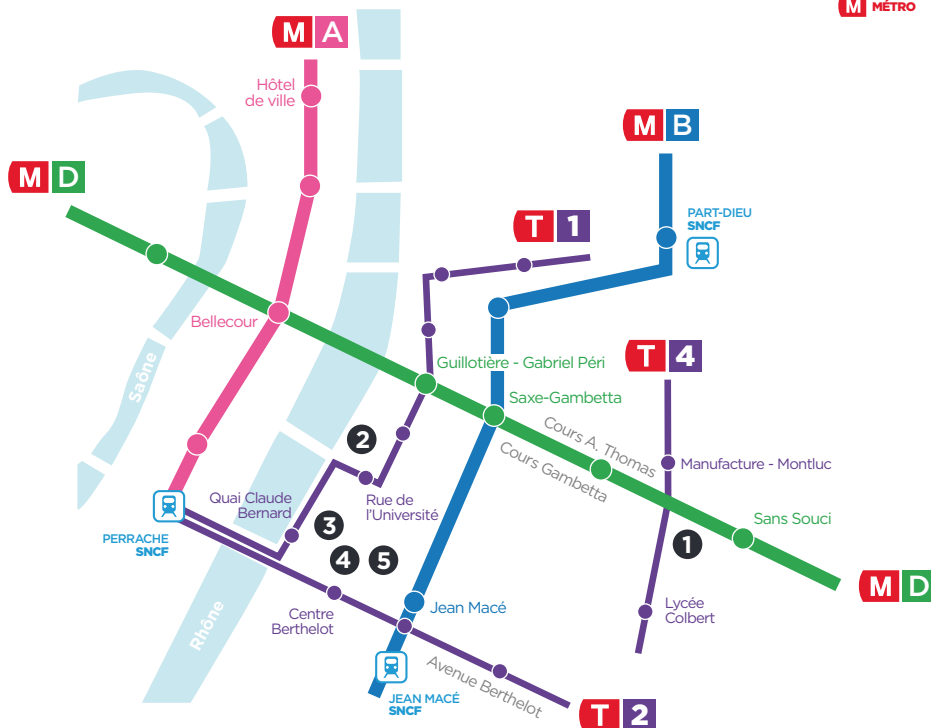
EMBASSIES AND CONSULATES IN FRANCE

It is a good idea to notify your embassy or consulate of your arrival shortly after you have arrived in France.

You can find the address of your embassy or consulate on the Ministry of Foreign Affairs : www.mfe.org > **Annuaire** > **Ambassades et consulats français à l'étranger**

ACCESS MAP

T TRAMWAY
M MÉTRO



- | | | | | |
|---|--|--|---|---|
| <p>1</p> <p>MANUFACTURE DES TABACS
6 cours Albert Thomas
Lyon 8^e</p> | <p>2</p> <p>CAMPUS DES QUAIS
15 quai Claude Bernard
Lyon 7^e</p> | <p>3</p> <p>ATHÉNA DUGAS
7 rue Chevreul
Lyon 7^e</p> | <p>4</p> <p>IUT JEAN MOULIN
88 rue Pasteur
Lyon 7^e</p> | <p>5</p> <p>CENTRE DE LA RECHERCHE EUGÈNE CHEVREUL
18 rue Chevreul Lyon 7^e</p> |
|---|--|--|---|---|

DEFINITION OF UNIVERSITY ABBREVIATIONS

APB	Admission Post-Bac
APL	Aide Personnalisée au Logement
BAIP	Bureau d'Aide à l'Insertion Professionnelle
BU	Bibliothèque Universitaire
C2I	Certificat Informatique et Internet
CAF	Caisse d'Allocations Familiales
CIDO	Centre d'Information, de Documentation et d'Orientation
CILF	Certificat d'Initiation à la Langue Française
CM	Cours Magistraux
CROUS	Centre Régional des Œuvres Universitaires et Scolaires
DAEU	Diplôme d'Accès aux Études Universitaires
DAP	Demande d'Admission Préalable
DUT	Diplôme Universitaire Technologique
DEUF	Diplôme d'Études Universitaires Françaises
ENT	Environnement Numérique de Travail
DU	Diplôme d'Université
ECTS	<i>European Credits Transfer System</i>
LEA	Langues Étrangères Appliquées
LLCER	Langues, Littératures et Civilisations Étrangères et Régionales
LL.M.	<i>Latin Legum Magister Master of Laws</i>
LMDE	Licence – Master – Doctorat
LMDE	La Mutuelle Des Etudiants : Sécurité sociale étudiante et mutuelle
PCA	Point Central d'Accueil
PVE	Pôle Vie Étudiante
RI	Relations Internationales
RU	Restaurant Universitaire
SCUIO-IP	Service Commun Universitaire d'Information, d'Orientation et d'Insertion Professionnelle
SELF	<i>Study in English in Lyon, France</i>
SMERRA	Société Mutualiste des Etudiants de la Région Rhône-Alpes : Sécurité sociale étudiante et mutuelle
SMPPS	Service de Médecine Préventive et de Promotion de la Santé
TD	Travaux Dirigés
UE	Unité d'Enseignement
UEC	Unité d'Enseignement Complémentaire
UEF	Unité d'Enseignement Fondamentale
UEO	Unité d'Enseignement d'Ouverture
UFR	Unité de Formation et de Recherche



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INTERNATIONAL RELATIONS
OFFICE

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AUVERGNE – Rhône-Alpes



WWW.UNIV-LYON3.FR