

Exchange Students

You can become an exchange student at UCA - IAE Clermont Auvergne School of Management under the following conditions :

- Your home institution is a partner of the IAE Clermont Auvergne School of Management
- You have been selected by your Home Institution to become an exchange student at UCA - IAE Clermont Auvergne School of Management.

General information for incoming students is available on our University Website :

- In [French](https://www.uca.fr/international/mobilites-internationales-et-bourses/venir-a-l-uca/je-suis-etudiant/etudier-dans-le-cadre-d-un-programme-d-echange)(<https://www.uca.fr/international/mobilites-internationales-et-bourses/venir-a-l-uca/je-suis-etudiant/etudier-dans-le-cadre-d-un-programme-d-echange>)
- In [English](https://www.uca.fr/en/come-to-uca/students/study-at-uca-as-an-exchange-student)(<https://www.uca.fr/en/come-to-uca/students/study-at-uca-as-an-exchange-student>)

May you please take into account that :

- The selected courses / Learning Agreement will be recognized in your home university
- You will arrive by the beginning of the semester
- And you will be here for the Welcome Day !
- If you need a visa please check fulfil the conditions to get it,
- And that you will have enough financial resources during your stay.

May you please take into account that :

- The selected courses / Learning Agreement will be recognized in your home university
- Students arrive by the beginning of the semester,

NOMINATIONS

Students' nominations have to be sent by home university coordinators to Mrs Brigitte MEILLEROUX:

Brigitte.Meilleroux@uca.fr(<mailto:Brigitte%2EMeilleroux%40uca%2Efr>) (Copy Carine ESTIEU carine.estieu@uca.fr(<mailto:carine%2Eestieu%40uca%2Efr>) and Marie-Anne BRIHAYE m-anne.brihaye@uca.fr(<mailto:carine%2Eestieu%40uca%2Efr>) for nominations at the IAE Clermont Auvergne).

Deadlines for nominations are:

- May 15th for **Fall semester** and **Academic year**
- November 1st for **Spring semester**

REGISTRATIONS

After being selected and nominated, the students will have to register on [Moveonline](https://www.uca.fr/en/come-to-uca/students/study-at-uca-as-an-exchange-student/application-process)(<https://www.uca.fr/en/come-to-uca/students/study-at-uca-as-an-exchange-student/application-process>)

Deadlines for registration process are:

- May 31st for **Fall semester** and **Academic year**
- November 15th for **Spring semester**

When creating your MoveOn account, if possible avoid using @hotmail, @msn, @live, @outlook.

- Prepare the following documents :

1. Learning agreement
2. Accommodation request
3. ID photo
4. Photocopy of your passport or identity card

Make sure you have filled in all fields and have attached all required documents. You may submit your application once all sections of the menu have been checked green. You will not be able to change your application once submitted.

The UCA International Office will send you an e-mail within the first two weeks of July (Fall semester) or of December (Spring semester), together with your acceptance letter and learning agreement signed by your coordinator at the IAE Clermont Auvergne - School of Management.

If you have made a request for accommodation in students' residences (that you can download from the application), you will receive an answer (positive or negative) by July 15th at the latest.

For information, upon arrival, students must provide us :

1. European Students : Copy of valid European Health Insurance card (= EHIC)
2. Non-European Students : Foreign Students have the choice : to be affiliated with a public or private foreign health insurance and to present a certificate translated into French or English, which covers the duration of their stay at the UCA or to apply for a French social security affiliation (as soon as they are enrolled in the university) on the CPAM website (free of charge).

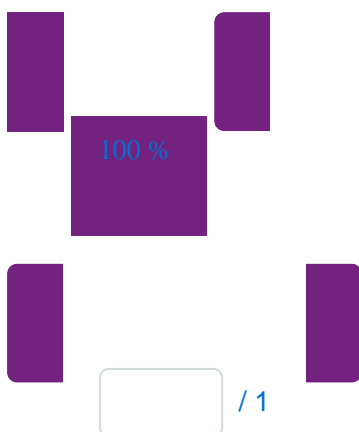
3. Liability Insurance Coverage : A certificate of Liability Insurance Coverage (Assurance Responsabilité Civile) valid and mentioning coverage for "University Activities, extra University Activities". This insurance is mandatory, it is usually included into the Home Insurance that you'll have to contract upon your arrival.

More information on [University Website \(https://www.uca.fr/en/come-to-uca/students/practical-information/insurance\)](https://www.uca.fr/en/come-to-uca/students/practical-information/insurance)

COURSES

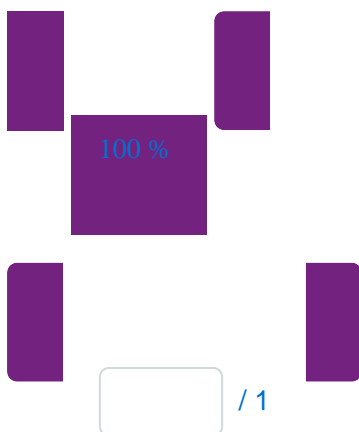
Here is the list of courses available in English at the IAE Clermont Auvergne - School of Management at bachelor's and master's levels.

FALL SEMESTER:



[Download \(https://iae.uca.fr/medias/fichier/fall-semester-2023-2024_1685013607089-pdf?ID_FICHE=1026729&INLINE=FALSE\)](https://iae.uca.fr/medias/fichier/fall-semester-2023-2024_1685013607089-pdf?ID_FICHE=1026729&INLINE=FALSE)

SPRING SEMESTER:



[Download \(https://iae.uca.fr/medias/fichier/spring-semester-2023-2024_1685013623340-pdf?ID_FICHE=1026729&INLINE=FALSE\)](https://iae.uca.fr/medias/fichier/spring-semester-2023-2024_1685013623340-pdf?ID_FICHE=1026729&INLINE=FALSE)

Students are welcome to select courses in various levels (bachelor first year, second year, third year, master first year or second year), but this means

that courses might overlap if they were selected from different timetables. We have no knowledge of the

timetables before September; We thus cannot help in this matter. Should this situation occur, then the students' advisor at UCA will help them find other courses corresponding to their study project, and they will amend their LA accordingly, with the agreement of their home university.

Our French-taught course offer at Bachelor's and Master's level is available under these links:

[Licence Gestion\(/formation/licence-gestion/\)](#)

[Masters\(/formation/master/\)](#)

The university also proposes, but only for Erasmus exchange students, classes of French as a Foreign Language (FLE) for free. Students will have to register as soon as they arrive in Clermont-Ferrand. More details will be given to selected students.

UCA also proposes a vast range of courses taught in English, our [catalogue\(https://www.uca.fr/international/mobilites-internationales-et-bourses/venir-a-l-uca/je-suis-etudiant/etudier-dans-le-cadre-d-un-programme-d-echange/cours-en-anglais\)](https://www.uca.fr/international/mobilites-internationales-et-bourses/venir-a-l-uca/je-suis-etudiant/etudier-dans-le-cadre-d-un-programme-d-echange/cours-en-anglais) is online

LANGUAGE REQUIREMENTS

The IAE Clermont Auvergne - School of Management offers courses taught in French and in English. A minimum B2 level is demanded in the selected teaching language. Proof of proficiency may be a DELF, TCF, TOEIC, TOEFL score or a signed and stamped letter by a French or English language professor of the students' home institution, attesting their capacity of studying in French/ English.

ACCOMMODATION

Students are offered the possibility of booking a room at the CROUS (dorms). If they wish to do so, they have to complete the reservation form online, sign it and upload it.

Please note that contracts for campus accommodation are based on academic dates and it is not possible to change or adapt them. Once the student have accepted and signed the document, it is not possible to amend the contract.

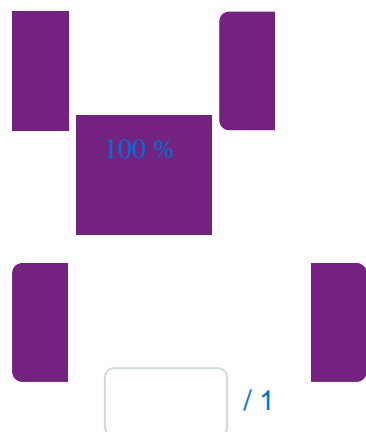
Important: we cannot ensure availability; it may happen that the students' request is not satisfied for lack of rooms. In this case, we will send to students a list of private residences and websites where they can find housing.

ARRIVAL AND WELCOME DAY

It is compulsory that incoming students arrive by the beginning of September for the entire academic year and the first/fall semester (S1) and by the beginning of January for the second/spring semester (S2). A «

Welcome Day » will be organised, the dates and programme will be directly communicated to the selected students in June.

ACADEMIC CALENDAR 2023/2024



Download (https://iae.uca.fr/medias/fichier/academic-calendar-incoming-students-2023-2024-bachelor-iae-management_1693316527063-pdf?ID_FICHE=1026729&INLINE=FALSE)

<https://iae.uca.fr/international/exchange-students>(<https://iae.uca.fr/international/exchange-students>)