INTERNATIONAL STUDENT WELCOME GUIDE

2014-15



UNIVERSITÉ LYON III
JEAN MOULIN


2014
2015

WELCOME TO **LYON 3**

Studying at Jean Moulin Lyon 3 University is choosing a quality education centred on innovative research, in a welcoming environment right in the heart of the historic city of Lyon.

Jean Moulin University is a member of the University of Lyon Association (UdL), which brings together universities and institutions from COMUE: Community of Universities and Institutions *(Communauté d'Universités et d'Établissements)*.

With more than 26,000 students enrolled each year, Jean Moulin Lyon 3 University offers a number of degrees (vocational courses, Bachelors, Masters and PhD programs) in the humanities and social sciences. Students can choose from disciplines belonging to our six faculties and schools, including: law, political science, philosophy, management, economy, business administration, languages, literature, information & communication, history and geography-planning.

The University is also developing its international research activity through participation in international and European projects, the creation of chairs, the development of a welcome policy for visiting professors and post-doctorate students and its contribution to the mobility of research professors.

Open to students from all across Europe and the world, Jean Moulin Lyon 3 University is a strong supporter of multiculturalism. With more than 350 international partnerships in 57 countries across 5 continents, Lyon 3 welcomes more than 4,000 international students representing 111 different nationalities each year. Our university places a particular emphasis on foreign language acquisition and students are encouraged to broaden their horizons by undertaking a year, semester or internship abroad.

At a time when students are becoming both increasingly mobile and sensitive to global issues, particularly in the fields of law, management and humanities, Jean Moulin Lyon 3 University has decided to place a particular importance on the concept of **"Globalisation and Contextualisation"**. Lyon 3's commitment to globalisation means there is a stronger emphasis on internationally oriented courses, especially those designed specifically for an international audience.

International courses are essential to the way we contextualise knowledge. The idea of an international education and studying global issues at Jean Moulin Lyon 3 University is not to normalise or standardise knowledge. Instead, there is an emphasis on the importance of our surroundings and the world as a whole: cities, regions, countries, continents.

By choosing Jean Moulin Lyon 3 University, international students have the opportunity to take short or long-term courses taught in French (the DEUF program - *Diplôme d'Études Universitaires Françaises*) or English (the SELF program, Study in English in Lyon, France), to learn French as a Foreign Language and to enjoy a warm and special welcome from university staff.

This welcome guide is intended to help you ease into life at Lyon 3 and provides valuable information to prepare for your trip, including helpful advice on various services and facilities available around campus. The International Relations team is there to support you every step of the way, from the moment you enrol and all throughout your stay in Lyon.

We look forward to meeting you.

Welcome to Jean Moulin Lyon 3 University!

Jacques COMBY
President of Jean Moulin University

Jean-Sylvestre BERGÉ
Vice-President and Head of International Relations



STUDENT **WELCOME DAY**
MANUFACTURE DES TABACS



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DISCOVERING LYON 3

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GUIDE CONTENTS

This welcome guide is designed for all international students coming to Jean Moulin Lyon 3 University, whether you are an exchange student or a non-exchange student.

- **Exchange students:** students coming to study at Jean Moulin Lyon 3 University through a partnership agreement with their home university (see page 40 for more information)

- **Non-exchange students:** students coming to study at Jean Moulin Lyon 3 University that do not fall under a university partnership or students partaking in a specific program (Global Cultural Studies, Comparative Cultural Studies…) (see page 42 for more information)

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 page 60 for more information)

Welcome and happy reading!

JEAN MOULIN LYON 3 UNIVERSITY, MORE THAN JUST AN EDUCATION

AN EDUCATION OF YOUR CHOICE

A university specialising in **Humanities and Social Sciences**

Programs in Law | Political Science | Economy | Business Administration | Management | Languages | Literature | History | Geography | Planning & Development | Philosophy | Information & Communication

13 Bachelor Degrees
10 Vocational Degrees
3 DUT-Technological University Degree
24 Masters Degrees
80 University Diplomas

6 FACULTIES AND SCHOOLS
Law School
Faculty of **Languages**
Faculty of **Literature and Civilisations**
Faculty of **Philosophy**
IAE Lyon School of Management
IUT - University Institute of Technology

AN EDUCATION WITHOUT BORDERS

26,000 students
4,255 international students from **111** different countries
610 teachers
2,000 professionals
350 partnerships in **57** countries across **5** continents
210 agreements in Europe
23 languages taught
600 PhD candidates
42 study abroad programs (Jean Moulin University courses set up in partner institutions abroad)
More than **700** students from Lyon 3 studying abroad
40 research centres and **17** research teams

AN EDUCATION YOU'LL ENJOY

3 university campuses in the centre of Lyon and Bourg-en-Bresse | **4** university libraries | **50** sporting and cultural activities | **60** student associations **1** language centre | **1** student disability service | **1** university restaurant **4** cafeterias ...

STUDENTS
IN AN **AMPHITHEATRE**



ONE UNIVERSITY, 3 CAMPUSES

Jean Moulin Lyon 3 University offers a range of high quality courses across three sites located in the centre of Lyon and Bourg-en-Bresse. If you are studying in Lyon, your classes will take place at one of two campuses depending on your chosen course.

THE **MANUFACTURE** DES TABACS CAMPUS

6 cours Albert Thomas | Lyon 8th

Main reception is open Monday to Friday from 7:30am to 7:00pm
Tel: +33 (0)4 78 78 77 86 | accueil@univ-lyon3.fr
Request a campus map or download a copy from our website
www.univ-lyon3.fr > International > Venir à Lyon 3

At the *Manu* you will find:

- International Relations Office
- Law School | Bachelor Degrees
- Faculty of Languages | Bachelor and Masters Degrees
- Faculty of Literature and Civilisations | Bachelor Degrees and *Infocom* Studies
- IAE Lyon | Bachelor, Masters and PhD Degrees | Research Centre
- University Institute of Technology (from 2014, the IUT can be found at rue Jaboulay)
- President's Office and Central Services: enrolment centre, student services, student office, accounting agency, etc.
- SCUIO-IP | Career Information, Orientation and Integration Services
- Language centre
- Student Disability Service
- University library

Access via public transport

- Metro line D | *Sans Souci* metro station
- Tram T4 | *Manufacture des Tabacs* stop
- Bus lines C23, C25, 69 and 296 | *Manufacture des Tabacs* stop

For more **information** visit: www.tcl.fr

MANUFACTURE DES TABACS
CAMPUS



THE QUAIS CAMPUS | RUE CHEVREUL

Opening hours:
Monday to Friday from 7:30am to 9:00pm and Saturday from 7:30am to 5:00pm
Tel: +33 (0)4 78 78 74 02 | accueil@univ-lyon3.fr

At the *Quais* you will find:

15 quai Claude Bernard | Lyon 7th

- Law School | Masters and PhD Degrees | Research Centre
- Faculty of Philosophy
- *Formation Appliquée Continue* (Advanced Applied Training)
- Law & Philosophy University Library

7 rue Chevreul | Lyon 7th

- Faculty of Literature and Civilisations | Masters and PhD Degrees

18 rue Chevreul | Lyon 7th

- Research Department
- Research Centres
- *Institut des Métiers du Notariat* (Institute for Notary Careers)

Access via public transport

- Metro line D | *Guillotière-Gabriel Péri* metro station
- Tram T1 | *Rue de l'Université* stop (for 15 Quai Claude Bernard)
- Tram T1 | *Quai Claude Bernard* stop (for Rue Chevreul)

For more **information** visit: www.tcl.fr



THE **BOURG-EN-BRESSE** CAMPUS

Opening hours: Monday to Friday from 7:30am-9:00pm | Saturday 7:30am-12:00pm

The Bourg and Ain University Study Centre
Charité site | 2 Rue du 23e Régiment d'Infanterie | 01000 Bourg-en-Bresse

Access via public transport
Bus line 2 | CEUBA - *Charité* stop

For more **information** visit: www.tub-bourg.fr

HELPFUL **TIP!**

Find useful information about living in Bourg-en-Bresse (accommodation, jobs, daily life, eating, etc.) on the student website **www.jeunes01.fr**



BOURG-EN-BRESSE
CAMPUS

PREPARING FOR YOUR ARRIVAL

- Financing your Trip
- Residence Permit
- Insurance
- Health Care
- Accommodation
- Daily life in Lyon

In order to help you settle into university life in Lyon, here are some useful tips on how to prepare and familiarise yourself with the French lifestyle and culture.

FINANCING YOUR TRIP

PREPARING YOUR BUDGET

To live comfortably in Lyon, you should aim to have a budget of around **600€ to 800€** a month to spend on rent, food, social activities, etc. When you arrive, expect to pay around **1,500€** in the first month to cover initial costs such as your 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 as it will allow you to:

- Have a credit card and/or cheque book (both useful means of payment in France)
- Have a bank account number known as a *Relevé d'Identité Bancaire* (RIB), which is necessary for any refunds
- Receive automatic payment to your account for work, rent assistance and medical reimbursements
- Pay for rent, electricity, gas and other day-to-day expenses
- Withdraw cash

To open a bank account, you will need:

- 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.

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	28.80€ (student subscription) / month

EXCHANGE STUDENTS

REGISTRATION FEE	No registration fee
SOCIAL SECURITY*	211€, only for non-European students or European students living outside of Europe
SPORT (OPTIONAL)*	35€

NON-EXCHANGE STUDENTS

REGISTRATION FEE*	BACHELOR: 149€ MASTERS: 220€ PHD: 354€
SOCIAL SECURITY*	211€
SPORT (OPTIONAL)*	35€
HEALTH CARE SERVICES*	5,10€
LIBRARIES	34 €

HELPFUL TIP!

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

*Prices for 2013/2014

RESIDENCE PERMIT

If you are not from a country in the European Economic Area, you will need to apply for a Student Long Stay Visa before arriving in France. The acceptance letter from Jean Moulin Lyon 3 University will need to be submitted along with your visa application to the French Consulate in your country. (Please note that visas can take several weeks to be issued).

Once in France:

- **Long Stay Visa**, with **working permit:** students will need to go through the OFII* procedure within the first three months of their stay in France. See contact details below.

- **Long Stay Visa,** with **residence card:** students will need to go through the OFII* procedure to apply for their residence card within the first two months of their stay in France. See contact details below.

- **Long Stay Visa** for **minors:** students will need to go to the Prefecture to apply for their residence card. This process can take up to two months to be completed.

  RHÔNE PREFECTURE
  Immigration and Integration Services
  97 Rue Molière | 69003 Lyon
  Reception desk for Residence Card Applications: Monday to Friday from 9:00am to 1:00pm

- **Long Stay Visa**, with **temporary residence permit exemptions:** students have no requirements to fulfil upon their arrival in France.

CONTACT

Mathilde PERCIVALLE
Prefecture and OFII* Procedure Correspondent
Tel: +33 (0)4 78 78 71 04 | mathilde.percivalle@univ-lyon3.fr

HELPFUL **TIP!**

From September to October, the *Espace Multiservices Étudiant* (EME) can help you apply for your residence permit | **www.lyoncampus.info**

NOTE: once you have entered France, you should inform your consulate in Lyon of your arrival **www.consulats-lyon.fr**

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

INSURANCE

SOCIAL SECURITY

European students

Students already covered by their country's social security should obtain the **European Health Insurance Card (EHIC)** from their 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.

Non-European students or European students living outside of Europe

Students must be registered 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 (www.lmde.com) and SMERRA (www.smerra.fr). Students are required to pay 211€ (price for 2013-2014) when they enrol or upon their arrival at Jean Moulin Lyon 3 University.
(Please note: American Express cards are not accepted for the payment)

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

NB: *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 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: 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.

All international students will need to provide the university with proof of liability insurance before their enrolment can be validated (see house insurance on page28)

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
- General consultations for medical advice, certificates allowing the practice of sport, certificates for CROUS and work certificates
- Specialist consultations for dietary, psychiatric, psychological, gynaecological and nicotine addiction problems
- Medical Services (no appointment required) that provide first aid and free, anonymous screening.

CONTACTS

Health Care Services | By appointment
Manufacture des Tabacs | Ground floor - Building EG
Opening hours:
Monday to Thursday from 8:30am to 12:30pm and from 1:30pm to 5:45pm
Friday from 8:30am to 12:15pm
Tel: +33 (0)4 78 78 79 83

Medical Services | No appointment required
Manufacture des Tabacs | 18 Rue Rollet | Ground floor – Building B4
Opening hours:
Monday to Friday from 8:30am to 12:30pm and from 1:30pm to 4:55pm
Emergency Tel: +33 (0)4 78 78 78 80

HEALTH CARE

BOOKING A MEDICAL APPOINTMENT

If you need to make a medical appointment, the International Relations Office can help you find the right service.

Public medical clinics

A consultation will cost you 23€. However, you can be reimbursed by up to 70% through social security.

Private medical clinics

Private clinics set their own consultation fees, which cannot be reimbursed through social security.

If you need to see a doctor, you should first ask whether the clinic is public.

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.

Reimbursement requests can be sent by mail to the following address:

CONTACT

CPAM | International Relations Division
12 Rue d'Aubigny | 69003 Lyon
Opening hours:
Monday to Friday from 8:30am to 4:30pm

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

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

CONTACTS

SMERRA
5 cours Albert Thomas | 69008 Lyon
ou
SMERRA
43 rue Jaboulay| 69007 Lyon

LMDE
6 rue Abondance | 69003 Lyon

*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

HOSPITALS

In France, there are public and private hospitals as well as private medical clinics. All three services are available to you.

If you want to be reimbursed for your medical expenses, make sure that you visit a public hospital.

EMERGENCY

All medical institutions, public or private, can treat patients in emergency situations irrespective of their level of insurance cover. However, it is up to medical practitioners to decide on the severity of the situation and whether it should be treated as an emergency or not.

It is free to call the following emergency telephone numbers:

- General emergency number: **112**
- Ambulance (SAMU*): dial **15**
- Fire: dial **18**
- Police: dial **17**

PHARMACY

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

*__SAMU :__ *Service d'Aide Médicale Urgente*, provides urgent medical assistance.





ACCOMMODATION

Lyon is a large city and finding the right accommodation can sometimes be difficult. It is a good idea to 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 privately)
- Share houses
- Homestays

Exchange students have access to the **Lyon III International Association** (see p51) that provides students with assistance in finding accommodation in the CROUS university residences, private residences or with a host family.

It serves as a useful link between students and the residences.

There is a basic service fee of 15€. Added costs include: 20€ application fee and 300€ deposit (depending on your accomodation, compulsory reservation deposit that will be reimbursed, in part or in full, at the end of your stay).

Lyon III International Association
Tel: +33 (0)4 26 31 86 34
logementri@associnterlyon3.fr

For more **information** visit:
www.associnterlyon3.fr

There are a number of useful housing organisations that may also help you in your search.

Le CROUS
www.crous-lyon.fr
public service that is available to answer any questions relating to student life, in particular applications for university residences.

University residence applications can be submitted online each year between 15 January and 30 April.

Share 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
Lyon organisation that helps students every step of the way, from organising accommodation, to residence permits and general daily needs. Lyon Campus is available to all international students at their Student Multi-Services Centre (EME) from the beginning of September to the end of October.

Le CRIJ
www.crijrhonealpes.fr
A Rhône-Alpes youth information website that provides useful information and various offers.

CLLAJ
www. uncllaj.org
Website that can provide a number of useful tips whilst you are looking for a place to live.

Legal information concerning your accommodation rights is available from the Regional Agency for Information on Housing - **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 (this can vary depending on the suburb you live in). This tax is due on the 1 January, the year following the beginning of your tenancy. As a result, you may receive a tax assessment notice once you have already returned to your home country.

HOUSING INSURANCE *(ASSURANCE HABITATION)*

Housing insurance is compulsory in France, therefore, in order to find a place to live, students are required to take out housing insurance as soon as they arrive in the country. It covers public liability required by students to validate their enrolment at Jean Moulin Lyon 3 University.

RENT ASSISTANCE *(AIDE AU LOGEMENT)*

As a student in France you can benefit from receiving rent assistance*. This payment will appear in your account each month, but note that it will take approximately two months before you start receiving payments.

After having signed your rental contract, you can start your rent assistance application online. You will need to fill out a form, print and send it off along with any other documents required. If you are not a European citizen, you will also need to send a photocopy of both sides of your valid residence permit.

For any enquiries, visit the *Caisse d'Allocation Familiale* (CAF)
CAF | www.caf.fr

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

ACCOMMODATION EXPENSES

Fees and charges *(frais de dossier)*
You may be charged a reservation fee for certain residences and apartments. These fees vary between residences and agencies and cover costs related to the management of the property, the state of the property upon your arrival and departure, repair work to communal areas, etc.

Deposit *(caution)*
You will be required to pay a deposit for your rental property, which will cover any potential costs relating to damage to the property or unpaid rent. This sum usually amounts to one or two month's 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.

Rental contract and lease *(contrat de location, bail)*
A binding document that outlines the rights and responsibilities of tenants and landlords.

Property Inspection *(états des lieux)*
When you move into your residence, the owner or real estate agent will conduct an inspection of the property. This will serve as an inventory of the state of the residence and any property such as dishwashers, furniture, etc. The inventory should be as precise as possible to avoid any litigation occurring at the end of the tenancy and must be drawn up upon the arrival and before the departure of the tenant.

Departure notice *(préavis)*
When it comes time for you to move out, you will need to hand in your departure notice to your landlord so that he/she can arrange to end your lease. This letter can be sent by registered post and should specify when you intend to leave the residence. Departure notices must be given 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

DAILY LIFE IN LYON

FOOD

The French usually have three meals a day: breakfast in the morning, lunch between 12:00pm and 2:00pm and dinner between 7:00pm and 9:00pm.

France, and Lyon in particular, is renowned for its gastronomy. There are many traditional restaurants, referred to as *Bouchons*, where you can discover typical Lyonnais cuisine.

There are a number of places you can go in Lyon for food shopping:

- Local bakeries, butchers, etc.
- Small inner-city convenience stores (prices often higher)
- Discount supermarkets located in the city centre and suburbs (affordable prices for students)
- Hypermarkets, also known as *grandes surfaces*, usually located within large shopping centres found on the outskirts of Lyon (affordable prices and a large selection of products)
- Markets: There are many food markets in Lyon selling various local produce

Example of the costs of some food items: baguette 0.80€ to 1.50€; 1 litre of milk 0.70€; sandwich from 2.50€; coffee 0.70€ to 1.70€; meal at university restaurant 3.15€ (prices for 2013/2014).

TELEPHONE AND INTERNET

To call from abroad, you will need to add **00 33** and remove the first 0 from the number you wish to call.

For example: to call the number 04 78 78 78 78, dial 00 33 4 78 78 78 78.

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

If you want to sign up for a mobile phone plan, French telephone operators can help you get connected. We advise that you shop around first to compare prices and contract conditions.

If you prefer not to go on a plan, you can also opt for a pre-paid SIM card.

If you want to combine your Internet, telephone and TV all on the one plan, you can do so for a cost of around 20€ to 30€ a month.

HELPFUL **TIP!**

Wi-Fi is available at all Lyon 3 campuses.

GETTING AROUND

Public transport

The metro, tram and bus systems are all easy way's to get around Lyon and its suburbs. Students under 28 years of age can apply for a "Campus" pass for 28.80€ per month.

Sign up for an Annual Campus Pass (28.80€ per month), which saves you from having to recharge your card every month. Payment is made by direct debit (the last two months are free of charge).

Other passes are also available including; weekly, single, 10 packs, etc.

For more **information** visit the TCL website (Lyon Public Transport)
TCL - 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, from any of the 300 stations in the city. The first 30 minutes are free if you have a TCL or *Vélo'v* card.

For more **information** visit:
www.velov.grandlyon.com

Trains

Visiting both the local region and other areas of France is easy by train. A return ticket from Lyon to Paris will cost around 60€ with a Carte 12-25 (card allowing reduced fares for 12-25 year olds).

For more **information** visit:
www.voyages-sncf.com
www.ter-sncf.com

Cars | Car-sharing

Car-sharing is another excellent means of touring around France and the region.

For more **information** visit:
www.covoiturage.fr
www.covoiturage-grandlyon.com

THE STUDENT MULTI-SERVICE CENTRE *(ESPACE MULTISERVICES ÉTUDIANT)*

The *Espace Multiservices Étudiant* (EME) welcomes students to Lyon every year. Between September and October, EME helps students settle into life in Lyon and provides information on:

- Residence permit renewal
- Organising accommodation
- Rent assistance (organisation of application forms)
- Student job offers
- Culture and leisure
- Health
- Transport

CONTACT

EME | Espace Multiservices Étudiant
25 Rue Jaboulay | 69007 Lyon
www.lyoncampus.info > Espace Multiservices Étudiant

ELECTRICAL CONNECTION

Voltage: 220-230 volts | Frequency: 50 hertz

STUDENT LIFE IN LYON

Throughout the year in Lyon, there are many events that are simply not to be missed! Among others, these include: 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, Rhône quays, cinemas, theatres and the Opera.

Some useful websites

- Lyon Tourism Office | www.lyon-france.com
- City of Lyon | www.lyon.fr
- Lyon Campus | www.lyoncampus.info

HELPFUL **TIP!**

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



SCULPTURE DE NUIT | NORTH COURTYARD
MANUFACTURE DES TABACS

STUDYING AT LYON 3

- Arriving at Lyon 3
- Students with a Disability
- Student Card
- Higher Education in France
- Exchange Students
- Non-exchange students

ARRIVING AT LYON 3

After arriving in Lyon, one of the first things you should do is go and visit the International Relations Office at Jean Moulin Lyon 3 University (see p58 for how to get there). The welcome desk will give you general information to help you settle in and adjust to life in Lyon. You will also meet your zone coordinator (see contacts on p60) who will guide you through the administrative process, including your enrolment, classes, etc.

IMPORTANT | Arrival dates in France

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

- 28th August for the 1st semester (autumn: September to January)
- 5th January for the 2nd semester (spring: January to June)

STUDENT WELCOME DAY

Every year in September, Jean Moulin Lyon 3 University organises a welcome day for students. With a number of fun activities, it's a great way to meet both international and French students alike. You will be informed of the exact date and program details when you arrive. Don't miss out!

Join us on Facebook to get all the information first-hand

STUDENTS WITH A DISABILITY

The Student Disability Service helps students with a disability better ease into university life. Suitable building access and a number of materials have been put in place for students, including: a welcome area with a room for both work and rest, assistance with daily living, reception desk, assistants, special arrangements for exams, documents adapted to specific needs, the loan of laptops for exams, disability access to the premises, etc.

Before arriving in France, it is important that any medical documents (health records, recognition of disability) are translated into French. Once in Lyon, a doctor from Health Care Services *(Service de Médecine Préventive et de Promotion de la Santé)* will advise you on any necessary arrangements. The Student Disability Service team and the International Relations Office will also be on hand to assist you throughout your stay.

CONTACT

Student Disability Services | Magali LASTRICANI-JOLIVET
Manufacture des Tabacs | South Yard
Tel: +33 (0)4 78 78 78 01 | magali.lastricani@univ-lyon3.fr

STUDENT CARD

Students can collect their student cards from the International Relations Office if all of their enrolment details have been finalised before their arrival. If your enrolment has not yet been finalised, the staff at the International Relations Office will assist you with the process.

This *multi-service* card allows you to:

- Be identified as a Lyon 3 student (7-digit student number on card)
- Load money onto your card for use at the CROUS university restaurants RU or Bistrot'U (see p53); you can ask the International Relations Office where you can recharge your card
- Borrow books and documents from the university libraries

LOGIN AND PASSWORD

The 7-digit number on your student is your login that will allow you to connect to the Intranet or Wi-Fi (see p53). Upon arrival and after you have enrolled, you will be given your password, which will be your date of birth following the format DDMMYYYY. For example, 01 January 1990 = 01011990

HELPFUL **TIP!**

If you lose your student card, visit lost property *objets trouvés* located at Manufacture des Tabacs, 6 Rue Rollet or the reception desk at one of the other campuses. A replacement card costs 13**€.**

HIGHER EDUCATION IN FRANCE

COURSE OUTLINE

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:** 3 years or 6 semesters, following secondary school (S1 to S6)
- **Masters:** 2 years or 4 semesters, following a Bachelor's degree (S1 to S4)
- **PhD:** 3 years, following a Masters degree

SEMESTERS

All degrees are broken up into semesters (2 semesters: autumn and spring). One semester is equivalent to **30 ECTS* crédits.**

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

Masters 1st year	Semester 1 = 30 ECTS credits	Semester 2 = 30 ECTS credits
Masters 2nd year	Semester 3 = 30 ECTS credits	Semester 4 = 30 ECTS credits

* **ECTS** (European Credits Transfer System)

COURSE UNITS

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

- *Unité d'Enseignement Fondamentale* (**UEF**): Core subjects
- *Unité d'Enseignement Complémentaire* (**UEC**): Additional course units, complementary to UEF units
- *Unité d'Enseignement d'Ouverture* (**UEO**): 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. Therefore if you are coming to Lyon for a full university year it is a good idea to plan your departure for after this period.
(Please note: Students from the IAE Lyon cannot resit their exams).

EXCHANGE STUDENTS

DEUF PROGRAM STUDENTS

DEUF: *Diplôme d'Etudes Universitaires Françaises*

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, 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 in choosing classes, online registration and organising your timetable. You will be informed of a session date upon your arrival at the university.

Class Choices

After meeting with your academic advisor, you can select your classes online via the student Intranet (see page...). Online registration must be completed by the beginning of October for 1st semester and the beginning of February for 2nd semester.

To find out more, you can refer to the course catalogue on the university website www.univ-lyon3.fr > International > Venir à Lyon 3 > En programme d'échange > DEUF

You will need to validate your classes with your zone coordinator to be enrolled for exams. This needs to be finalised in November for 1st semester and in March for 2nd semester.

Erasmus Students

Erasmus students will also need to fill out a learning agreement.

CONTACT

Chantal ORTILLEZ
Tel: +33 (0)4 78 78 70 08
chantal.ortillez@univ-lyon3.fr

SELF PROGRAM STUDENTS

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 semester and allows students to develop skills in law, business administration and social sciences.

Information Session
You will be notified by mail (in July or December) 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.

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

Orientation Week
Orientation week consists of French test *Français Langue Étrangère* (FLE), Introduction to French culture classes, Intensive FLE classes, session on Digital Work Environment, Campus Tour, and Library Tour.

CONTACT

Sophie VÉRON
Tel : +33 (0)4 26 31 86 37
sophie.veron@univ-lyon3.fr

For more **information** visit:
www.univ-lyon3.fr > International > Venir à Lyon 3 > En programme d'échange > SELF

NON-EXCHANGE STUDENTS

Once you have been accepted into Lyon 3, you will need to complete your enrolment from July 5 by connecting to the Registration Portal accessible from the university home page.

After completing your online registration, send your dossier to the enrolment centre at the earliest opportunity. The address is supplied on your completed documents. Your student card will be sent to your residence in France.

Information Session
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 Session
Each faculty and school has their 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.

For more **information** visit:
www.univ-lyon3.fr > International > Venir à Lyon 3 > Hors programme d'échange

SPECIFIC PROGRAMS*

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.

CONTACTS

DEUF and CILF programs | Chantal ORTILLEZ**
Tel: +33 (0)4 78 78 70 08 | chantal.ortillez@univ-lyon3.fr

CILF programs | Michael FAURE**
Tel: +33 (0)4 78 78 73 93 | michael.faure@univ-lyon3.fr

SELF, Global Cultural Studies, Comparative Cultural Studies | Sophie VERON
Tel: +33 (0)4 26 31 86 37 | sophie.veron@univ-lyon3.fr

*DEUF, SELF, Global Cultural Studies, Comparative Cultural Studies, CILF (Introduction to French Language Certificate)
**CILF : *Certificat d'Initiation à la Culture Française*, Introduction to French Language Certificate



INTERNATIONAL RELATIONS WEEK
MANUFACTURE DES TABACS

FACILITIES

- Digital Work Environment
- University Libraries
- Perfect your Foreign Languages

DIGITAL WORK ENVIRONMENT

STUDENT INTRANET NET³

As a student at Lyon 3, you have access to the student Intranet. Once enrolled, you can access the Intranet via http://net3.univ-lyon3.fr or from the university webpage.

Username: the 7-digit number that appears on your student card
Password: your date of birth in the format DDMMYYYY (e.g. 01 January 1990 = 01011990).

YOUR LYON 3 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

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. You can access your inbox by clicking on ma messagerie (my messages) on the student Intranet homepage Net³.

WI-FI NETWORK

Wi-Fi is available throughout the *Manufactures des Tabacs* campus, the campuses at 15 Quai Claude Bernard and Rue Chevreul, and the Bourg-en-Bresse campus. Connect to the university network with your username and password (indicated above).

VIRTUAL OFFICE

The Virtual Office aims to facilitate both individual and group work. It can be accessed via the Intranet and provides students with a variety of online working tools available both on and off campus. It is ideal for storing personal documents, calendars, group work, etc.

Connect to Net³ and click on *Bureau Virtuel* to logon.

EDUCATION PORTAL

The Education Portal contains all information linked to students' enrolment. By accessing the portal, students can change their password, print out university certificates and view their classes. Students can also sign up for sport by clicking on *ajout du sport* (add a sport). Payment can be made online by credit card.

Connect to Net³ and click on *Portail Scolarité* to logon.

For more **information** visit: Intranet > Outils technologiques

COMPUTER ROOMS

Computer rooms are available at the following university campuses:

- **The *Manufacture des Tabacs* campus** | Room 266
- **The *Quais* campus**| Micro room 2 on the lower ground floor of the south wing

Enquire at the International Relations Office for computer room opening hours.

UNIVERSITY LIBRARIES

Once enrolled at Jean Moulin Lyon 3 University, you will automatically have access to the university libraries.
Located at the Lyon and Bourg-en-Bresse campuses, the university libraries are great spaces for work and research. Students can also consult and borrow books by simply using their student cards.

AVAILABLE SERVICES

- Loan and reference items (books, DVDs, language-learning kits, journals, etc.), categorised by subject: law, business administration, philosophy, languages, literature and social sciences
- Online virtual library service (catalogues, databases, electronic journals and books)
- Study rooms with computers, photocopiers and printers, enabling students to access and print online documents and resources
- Reading rooms for browsing newspapers and magazines
- Group study areas
- Map archives for geography students
- Library updates and events available via Facebook and Twitter

HELPFUL **TIP!**

You can access your library account via the student Intranet Net[3].

For more **information** visit: http://scd.univ-lyon3.fr

LIBRARY LOANS

The library allows you to borrow up to **10 documents for a period of 14 days.** Please note that some books can only be borrowed for a maximum of 3 days, and both reference items (encyclopaedias, dictionaries, etc.) and journals are only available to consult onsite.
Documents can be borrowed and renewed from either the loan desk or one of the self-service machines. You can also renew items from your Net[3] library account.

Students with overdue items will be temporarily suspended from borrowing from the library (the length of suspension will correspond with the number of days the items are overdue). If an item is lost, students will be asked to replace or pay for said item.

VIRTUAL LIBRARY

The Virtual Library allows students to access resources from a variety of disciplines and can be used both on and off campus. Available resources include: catalogues, databases, electronic books & journals (in full-text format) and theses.

Check it out! http://scd.univ-lyon3.fr/bibliotheque-numerique

OPENING HOURS

Manufacture des Tabacs Library | 6 cours Albert Thomas | Lyon 8th
Monday to Friday from 8:30am to 7:00pm | Saturday from 9:30am to 5:00pm
Evenings: Monday to Friday until 9:00pm from November to May
bu.manufacture@univ-lyon3.fr

Law and Philosophy Library | 15 quai Claude Bernard | Lyon 7th
Monday to Friday from 8:30am to 7:00pm | Saturday from 9:30am to 5:00pm
spquai@univ-lyon3.fr

Bourg-en Bresse Library | 2 rue du 23e R.I. | 01000 Bourg-en-Bresse
Monday to Friday from 8:00am to 6:30pm | Saturday from 9:00am to 12:00pm
frederique.revel@univ-lyon3.fr

Please note: Library opening hours are subject to change during university holiday periods.

PERFECT YOUR FOREIGN LANGUAGES

If you wish to improve your French or any other foreign language, come along to our Language Centre! Here, students can enhance their language skills by using a number of resources, including: computers, audio headsets, DVDs, software and language-learning kits.

More than 20 available languages: German, English, Arabic, Bulgarian, Cantonese, Chinese, Korean, Croatian, Danish, Spanish, French, Greek, Hebrew, Hindi, Hungarian, Italian, Japanese, Dutch, Norwegian, Polish, Portuguese, Romanian, Russian, Swedish, Czech, Turkish, Vietnamese.

CONTACT

Language Centre - *Maison des Langues*
Manufacture des Tabacs | Room 219 – 2nd floor | Building B
Tel: +33 (0)4 78 78 73 87 | maison-des-langues@univ-lyon3.fr

Opening hours
Monday to Thursday from 8:00am to 7:00pm | Friday 8:00am to 6:00pm from the beginning of September until mid-June (closed over university holiday periods).

SETTLING INTO CAMPUS LIFE

- Student Associations
- Culture at Lyon 3
- Eating on Campus
- Sports

STUDENT ASSOCIATIONS

The university is not just a place for study... It is also a place for sharing cultures, making exchanges and engaging with others. If you are looking for an enriching experience and want to be involved in a project or club, Lyon 3 offers a number of possibilities such as; cultural associations, sporting groups, shared-interest groups, cooking clubs, etc.

The University is home to many associations, combining many different areas of hobbies and interests. Don't miss out!

To get into contact with a group or club, participate in the Student Associations Forum at the Manufacture des Tabacs, Site des Quais or Bourg-en-Bresse campuses from late September.

For more **information** visit: www.univ-lyon3.fr > Vie du campus > Vie associative

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. (membership fee: 15€). There is also a two-week orientation program (cost 250€) to help prepare students enrolled in the DEUF program for their studies in France.

For more **information** visit: www.associnterlyon3.fr

CULTURE 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.

There are a number of free workshops on offer covering a variety of themes: orchestra, theatre, visual arts, cinema and writing. You should also make sure not to miss out on the events on show throughout the year such as, concerts, theatre productions, exhibitions, conferences, heritage & cultural events, live shows and museum visits.

CONTACTS

Cultural Affairs Centre | Christine DURAND
Manufacture des Tabacs | Ground floor – Building E
Tel: +33(0)4 78 78 71 68 | christine.durand@univ-lyon3.fr

Culture Office
Information, Enrolment & Enquiries
Manufacture des Tabacs | 18 Rue Rollet | Espace rue sud
Tel: +33 (0)4 78 78 78 00 | pointculture@univ-lyon3.fr

Opening Hours
Monday 2:00pm to 5:00pm | Tuesday to Thursday 9:30am to 5:00pm
Friday 9:30am to 12:00pm

For more **information** visit: Net³ Homepage > Culture

HELPFUL **TIP!**

Check out the *Culture Bulletin*, a program of cultural events at Lyon 3, available from Cultural Services, the International Relations Office and elsewhere around campus.

EATING ON CAMPUS

Eating on campus at Lyon 3 is cheap and easy. There are a number of university cafés that offer a variety of food options, including full meals, salads, sandwiches, snacks, pizzas, coffee and pastries.
Bon appétit!

MANUFACTURE DES TABACS CAMPUS

The Manu's RESTO'U (CROUS)
Level-1 – Building EG
Opening Hours
Monday to Friday from 11:15am to 2:15pm
Payment by student card only

The Manu's BISTROT'U (CROUS)
North courtyard | Level-1 – Building C
Opening Hours
Monday to Thursday from 7:30am to 6:00pm | Friday from 7:30am to 5:00pm

Cœur de Blé
Manufacture des Tabacs | Building B
Opening Hours
Monday to Friday from 7:30am to 6:00pm

QUAIS CAMPUS

Cœur de Blé
15 Quai Claude Bernard | Basement
Opening Hours
Monday to Friday from 7:30am to 5:00pm

The Quais CAFET (CROUS)
16 Quai Claude Bernard | Lyon 7th
Opening Hours
Monday to Friday from 8:00am to 6:00pm

CAFET COM'ET (CROUS)
25 Rue Jaboulay | Lyon 7th
Opening Hours
Monday to Friday from 10:30am to 2:00pm

BOURG-EN-BRESSE CAMPUS

RESTO'U at Bourg-en-Bresse (CROUS)
8 Rue des Chrysanthèmes | 01000 Bourg-en-Bresse
Horaires
Monday to Friday from 11:30am to 2:00pm
Free shuttle bus service for CEUBA students.

SPORTS

There are a large number of sports available to students at Lyon 3. You can sign-up for sport when enrolling online or upon arrival at the university, the cost is 35€ (for one year). You will be given a sports card, which you will need to present at the beginning of each sport session. The schedule is available on the student Intranet Net[3].

AVAILABLE SPORTS*

Team sports (male and female): basketball, volleyball, futsal, handball, football, rugby
Fitness: zumba, step, gymnastics, legs-bums-tums, weight training, water aerobics
Dance: modern jazz, street jazz, fitness dance (rock, samba, tango)
Combat sports: aikido, French boxing, fencing, karate, taekwondo, judo, self-defence
Racket sports: tennis, table tennis, badminton
Individual sports: athletics, swimming, synchronised swimming, rock climbing, shooting
Relaxation exercises: yoga, tai chi, qigong, shiatsu
Inter-university sports in partnership with Lyon 1 and Lyon 2: horse riding, golf and diving (with additional fees); judo, water polo, and indoor hockey.

CONTACT

Sports Centre Office
Manufacture des Tabacs | Level-1 – Building 5
Tel: +33 (0)4 78 78 78 50 | sport@univ-lyon3.fr

HELPFUL **TIP!**

Throughout the year, the sports association offers students a number of activities: ski trips, Lyon 3 sports contests, dance workshops, running events, sports tournaments, rock climbing trips, etc.
Get involved!

*These sports are available to students at the Lyon campuses. For students at the Bourg-en-Bresse campus, only badminton and futsal are available.

BADMINTON TOURNAMENT



USEFUL INFORMATION

- How to get to Jean Moulin Lyon 3 University
- Accommodation upon Arrival
- Contacts

HOW TO GET TO JEAN MOULIN LYON 3 UNIVERSITY

ARRIVING FROM LYON – SAINT-EXUPÉRY AIRPORT

The Rhônexpress tram serves as a link between Lyon-Saint Exupéry Airport and the centre of Lyon, to Part-Dieu train station (journey time approx. 30 minutes). For those aged between 12 and 25, a one-way ticket will cost 13€ (online and onsite). If you are over the age of 25, a ticket will cost you 14.50€ online or 15.70€ onsite (2014 rate).

For more **information** visit: www.rhonexpress.fr

Taxis are also available to take you directly from the airport to your chosen destination. A trip to the centre of Lyon costs about 50€.

GETTING TO THE MANUFACTURE DES TABACS CAMPUS INTERNATIONAL RELATIONS OFFICE

From Part-Dieu train station
(Lyon's main train station)

- Take the T4 tram, direction *Hopital Feyzin Venissieux* | Get off at the *Manufacture Montluc* stop
- Or, take metro line B, direction *Gare d'Oullins* | Get off at *Saxe-Gambetta* and then take line D, direction *Gare de Vénissieux* | Get off at *Sans-Souci*. Follow the boulevard in the same direction as traffic until you reach the *Manufacture des Tabacs* campus.
- Or, take the C25 bus, direction *Saint-Priest Plaine de Saythe* | Get off at the *Manufacture Montluc* stop.

For more **information** visit: www.tcl.fr

From Perrache train station

- Take metro line A, direction *Laurent Bonnevay* | Get off at *Bellecour* and then take line D, direction *Gare de Vénissieux* | Get off at *Sans-Souci*. Follow the boulevard in the same direction as traffic until you reach the *Manufacture des Tabacs* campus.

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 it there for the day.
Opening Hours: Monday to Friday from 8:00am to 6:00pm

Appointments at the International Relations Office
When arriving via the 6 Rue Rollet entrance, walk straight ahead into the north courtyard (there is a large sculpture in the centre). Turn left and continue straight ahead until you reach the south courtyard (with the Jean Moulin fountain). Cross the courtyard and you will find the entrance to the International Relations Office.
Opening Hours: Monday to Friday from 9:00am to 5:00pm

ACCOMMODATION UPON ARRIVAL

Rental contracts often start on the 1st of the month, so if you arrive at the end of the month it is a good idea to stay in a hotel or hostel for a few days until your rental contract begins.

SOME USEFUL ADDRESSES

Auberge de Jeunesse du Vieux Lyon (Vieux Lyon Youth Hostel)
41-45 Montée du Chemin Neuf
69005 Lyon
Tel: +33 (0)4 78 15 05 50

From 22€ per night, breakfast included.
Maximum length of stay: 6 days.

Homestay for one to several nights
Couch Surfing
www.couchsurfing.org

Hotels
There are many hotels located near the Manufacture des Tabacs campus and Part-Dieu train station. Hotel accommodation will cost you minimum 50€ per night with breakfast included.

For more advice, contact the International Relations Office.

CONTACTS

INTERNATIONAL RELATIONS OFFICE CONTACT DETAILS

RECEPTION

International Students | DEUF Program | CILF
Coordinator: Chantal ORTILLEZ
Tel: + 33 (0)4 78 78 70 08 | chantal.ortillez@univ-lyon3.fr

Reception Desk | CILF
Michael FAURE
Tel: + 33 (0)4 78 78 73 93 | michael.faure@univ-lyon3.fr

General Enquiries, Residence Permits, French Immigration and Integration Office (OFII)
Mathilde PERCIVALLE
Tel: + 33 (0)4 78 78 71 04 | mathilde.percivalle@univ-lyon3.fr

EUROPEAN EXCHANGE

Coordinator for Spain, Portugal, Italy, Greece, Cyprus, Malta and Turkey
Mireille CORTICCHIATO
Tel: + 33 (0)4 78 78 70 71 | mireille.corticchiato@univ-lyon3.fr

Coordinator for the British Isles and Russia
Doroteya OBRESHKOVA
Tél. 04 78 78 73 72 | doroteya.obreshkova@univ-lyon3.fr

Coordinator for German-speaking countries, Northern Europe and Central & Eastern Europe
Anca-Laura STOIAN
Tel: + 33 (0)4 26 31 86 28 | anca-laura.stoian@univ-lyon3.fr

EXCHANGE: AMERICA, ASIA, OCEANIA, MIDDLE EAST, AFRICA

Coordinator for North America, South Africa
Laetitia BELOT
Tel: + 33 (0)4 26 31 85 72 | laetitia.belot@univ-lyon3.fr

Coordinator for India
Michael FAURE
Tel: + 33 (0)4 78 78 73 93 | michael.faure@univ-lyon3.fr

Coordinator for Central and Latin America, Australia and New Zealand
Julie PONTVIANNE
Tel: + 33 (0)4 78 78 70 34 | julie.pontvianne@univ-lyon3.fr

Coordinator for Asia
Lucien YANG
Tel: + 33 (0)4 78 78 75 28 | lucien.yang@univ-lyon3.fr

Coordinator for the Middle East, North and French-speaking Africa
Alida SAHLI
Tel: + +33 (0)4 26 31 88 59 | alida.sahli@univ-lyon3.fr

PROGRAMS: SELF

Coordinator for English Language Programs: SELF, Global Cultural Studies and Comparative Cultural Studies
Sophie VERON
Tel: + 33 (0)4 26 31 86 37 | sophie.veron@univ-lyon3.fr

USEFUL CONTACTS AT LYON 3

LYON 3 EMERGENCY
In events of fire, theft, violence, technical issues, etc.
Tel: +33 (0)4 78 78 78 18

MEDICAL SERVICES
Manufacture des Tabacs | Building B4 – Ground floor
Tel: +33 (0)4 78 78 78 80

SPORTS CENTRE
Manufacture des Tabacs | Level-1– Building 5
Tel: +33 (0)4 78 78 78 50 | sport@univ-lyon3.fr

CULTURAL OFFICE
Manufacture des Tabacs | Ground floor
Tel: +33 (0)4 78 78 78 00 | pointculture@univ-lyon3.fr

LANGUAGE CENTRE
Manufacture des Tabacs | Room 219 – 2nd floor
Tel: +33 (0)4 78 78 73 87 | maison-des-langues@univ-lyon3.fr

STUDENT DISABILITY SERVICES
Manufacture des Tabacs | Ground floor
Tel: +33 (0)4 78 78 78 01 | magali.lastricani@univ-lyon3.fr

EMPLOYMENT AND INTERNSHIP OFFICE
Career Information, Orientation and Integration Service
Manufacture des Tabacs | Ground floor of the library, between the two courtyards
Tel: +33 (0)4 78 78 78 40 | scuio-ip@univ-lyon3.fr

UNIVERSITY DEGREES

LAW SCHOOL

Bachelor	Tel: +33 (0)4 78 78 75 05 | 75 67
Master 1	Tel: +33 (0)4 78 78 71 36 | 71 35 | 73 00
Master 2	Tel: +33 (0)4 78 78 71 32 | 71 93 | 73 24 | 73 01

IAE LYON

Bachelor Eco-G/AES	Tel: +33 (0)4 78 78 76 06
Bachelor of Management Sciences	Tel: +33 (0)4 78 78 76 09
Masters	Tel: +33 (0)4 78 78 70 66
Advanced Applied Training	Tel: +33 (0)4 78 78 71 88

FACULTY OF LANGUAGES

Bachelor 1 LEA*	Tel: +33 (0)4 78 78 73 31 | 73 32
Bachelor 2 LEA	Tel: +33 (0)4 78 78 73 89
Bachelor 3 LEA	Tel: +33 (0)4 78 78 73 91
Bachelor 1 LLCER**	Tel: +33 (0)4 78 78 73 33 | 73 36
Bachelor 2 LLCER	Tel: +33 (0)4 78 78 76 18
Bachelor 3 LLCER	Tel: +33 (0)4 78 78 70 80
Masters 1 LEA	Tel: +33 (0)4 78 78 70 87
Masters 2 LEA	Tel: +33 (0)4 78 78 77 54
Masters 1 et 2 LLCER	Tel: +33 (0)4 78 78 74 63 | 77 74

FACULTY OF LITERATURE AND CIVILISATIONS

Bachelor 1 et 2	Tel: +33 (0)4 78 78 77 07
Bachelor 3	Tel: +33 (0)4 78 78 77 42
Masters 1 et 2	Tel: +33 (0)4 78 78 77 43 | 74 47
Infocom	Tel: +33 (0)4 78 78 71 77
Master of Education	Tel: +33 (0)4 26 31 87 66

FACULTY OF PHILOSOPHY

Bachelor 1, 2 et 3	Tel: +33 (0)4 26 31 88 06 | 04 26 31 85 28
Masters 1 et 2	Tel: +33 (0)4 78 78 72 61 | 70 42

UNIVERSITY INSTITUTE OF TECHNOLOGY

GACO	Tel: +33 (0)4 78 78 75 56 | 75 55
Legal Career	Tel: +33 (0)4 78 78 75 54 | 75 57
Infocom	Tel: +33 (0)4 78 78 75 53 | 75 58

BOURG-EN-BRESSE CAMPUS

Tel: +33 (0)4 74 23 82 30

*LEA: Applied Foreign Languages
**LLCER: Languages, Literature and Regional & Foreign Civilisations

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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

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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 website
www.mfe.org > Annuaires > Ambassades et consulats français à l'étranger

ACCESS MAP


MÉTRO LIGNE A
Hôtel de ville
Rhône
MÉTRO LIGNE B
Tramway T1
PART-DIEU SNCF
MÉTRO LIGNE D
Vieux Lyon
Bellecour
Saône
Guillotière
Saxe-Gambetta
Tramway T4
Garibaldi
Manufacture Montluc
Cours Gambetta
Cours A. Thomas
Sans souci
Rue de l'Université
PERRACHE SNCF
Rhône
JEAN MACÉ SNCF
MÉTRO LIGNE D
Avenue Berthelot
Tramway T2
1
2
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69008 LYON
2 CAMPUS DES QUAIS
15 QUAI CLAUDE BERNARD
69007 LYON
3 CENTRE DE LA RECHERCHE EUGÈNE CHEVREUL
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ABBREVIATIONS

AES	Administration des Entreprises et Société
ALS	Allocation Logement à caractère Social
APB	Admission Post-Bac
APL	Aide Personnalisée au Logement
BAIP ou BES	Bureau d'Aide à l'Insertion Professionnelle (ancien BES : Bureau Emploi-Stages)
BU	Bibliothèque Universitaire
BVE	Bureau de la Vie Étudiante
C2I	Certificat Informatique et Internet
CAF	Caisse d'Allocations Familiales
CEUBA	Centre d'Études Universitaires de Bourg et de l'Ain
CIDO	Centre d'Information, de Documentation et d'Orientation
CILF	Certificat d'Initiation à la Langue Française
CM	Cours Magistraux
CCS	Comparative Cultural Studies
CNOUS	Centre National des Œuvres Universitaires et Scolaires
COMPOSANTE	Faculté ou Institut
CROUS	Centre Régional des Œuvres Universitaires et Scolaires
DAEU	Diplôme d'Accès aux Études Universitaires
DAP	Demande d'Admission Préalable
DAVM	Division de l'Audiovisuel et du Multimédia
DUT	Diplôme Universitaire Technologique
DEUF	Diplôme d'Études Universitaires Françaises
DOCTORAT	3e grade du système LMD (Bac+8)
ENT	Environnement Numérique de Travail
DOYEN	Directeur d'une Faculté
DU	Diplôme d'Université
DUT	Diplôme Universitaire de Technologie
ECTS	European Credits Transfer System
FSDIE	Fonds de Solidarité et de Développement des Initiatives Étudiantes
GCS	Global Cultural Studies
IAE Lyon	École Universitaire de Management

IDC	Institut de Droit Comparé
IUT	Institut Universitaire de Technologie
J3MTV	Chaîne de télé interne de l'université Jean Moulin Lyon 3
LEA	Langues Étrangères Appliquées
LICENCE	1er grade du système LMD (Bac+3)
LLCE	Langues, Littératures et Civilisations Étrangères
LL.M.	Master of Laws
LMD	Licence – Master - Doctorat
LMDE	Sécurité sociale étudiante et mutuelle
MASTER	2e grade du système LMD (bac+5)
PCA	Point Central d'Accueil
PEB	Prêt Entre Bibliothèques
PUP	Pôle Universitaire de Proximité
RI	Relations Internationales
RU	Restaurant Universitaire
SCUIO-IP	Service Commun Universitaire d'Information, d'Orientation et d'Insertion Professionnelle
SELF	Study in English in Lyon, France
SeTIC	Service des Technologies de l'Information et de la Communication
SMERRA	Sécurité sociale étudiante et mutuelle
SMPPS	Service de Médecine Préventive et de Promotion de la Santé
TD	Travaux Dirigés
TOEFL	Test Of English for Foreign Languages
TOEIC	Test Of English for International Communication
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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