



Nomination and enrolment guide

2019-2020 Academic Year

1. Study programs

- **in French:** DEUF (Diplôme d'Etudes Universitaires Françaises)
- **in English:**
 - for **undergraduate students:** SELF (Study in English, Lyon, France).
 - for **graduate students:** please contact your program coordinator.

To choose the appropriate study program, please refer to the following chart:

Level in French required upon nomination	Level of English required upon nomination	Duration of stay	Recommended Program
Below A2	Check the level of English	One year	SELF annual
Below A2 or A2	Check the level of English	One semester	SELF semester
A2	Check the level of English	One year	SELF fall semester then DEUF spring semester
B1 level or above for all fields of study except information and communication	NA	One semester or one year	DEUF
C1 level or above for information and communication courses	NA	One semester or one year	DEUF

Students with a **B1** level in French upon arrival cannot register for the SELF program. They have to attend courses in French (DEUF).

The relevant language certificate(s) must be uploaded with the nomination.

2. Deadline for nomination

- Fall semester and full year: **30 April 2019**
- Spring semester: **31 October 2019**

3. Online nomination

Login the Online [Nomination portal](#).

- A user guide on how to nominate your students is available
- Once a nomination is validated by our International Office, the **acceptance letter** required for all visa applications for non-European citizens will be sent.
NB: acceptance letters will not be sent to European citizens, unless requested by home institution.

Once a nomination has been validated, students receive information regarding:

- Enrollment online
- Key dates
- Accommodation



4. Enrollment

As from June 2019, students will have to go through the following 5 steps:

1st step: ACCOMMODATION

For all students: accommodation [options](#).

For students who seek assistance: [Lyon III association](#) (from June onwards).

2nd step: ENROLLMENT

Administrative [online registration](#) using the student LOGIN and PASSWORD.

Enrollment periods:

- [DEUF program](#)

a) Fall semester or full year: 17 June to 12 July 2019

b) Spring semester: 31 October to 30 November 2019

- [SELF program](#)

Fall semester or full year: 1 to 12 July 2019

Spring semester: 25 November to 8 December 2019

3rd step: INSURANCE

Health Insurance

European residents: European health insurance card is mandatory and must be valid throughout the stay.

Non-European residents: French health insurance ("sécurité sociale") **is free of charge but it is mandatory to register** upon arrival.

Civil liability insurance is **compulsory** for every student. It covers any damage caused to other individuals. Civil liability insurance can:

- be part of home university insurance package
- be part of family insurance package (should cover Europe)
- be purchased from student insurance company upon arrival (SMERRA or LMDE)
- be purchased when opening a bank account upon arrival

4th step: DOCUMENTS TO BE SENT

1. Lyon 3 enrollment printout
2. Color ID photo (3,5cmx4,5cm)
3. Copy of Passport/ID card
4. For European residents: copy of European health insurance card valid throughout their stay

by post only, to the following address **as soon as possible** and by **19 July 2019**:

Université Jean Moulin Lyon 3
Service des Relations Internationales (Inscription)
1C avenue des frères Lumière - CS 78242 - 69372 Lyon Cedex 08, France

The student card will be given **only** if:

- all required documents are sent by the deadline
- a copy of the civil liability insurance is provided

5th step: COURSE ENROLMENT

DEUF program:

Courses available to exchange students are in the [course catalogues](#).

The final course selection will be made upon arrival; academic advice will be provided if requested by students.

SELF program:

Fall semester or full year students: course selection information will be sent out in June.

Spring semester students: course selection information will be sent out in November.

SELF students will sign up for courses online, along with the administrative online registration and according to home university requirements.

Add & drop: Between 9 and 20 September.

[SELF course offer](#) (click on "program").

5. Arrival dates

Fall semester:

- ✓ SELF students: from 30 August and 3 September 2019
- ✓ DEUF students:
 - Business/Languages/Philosophy students: from 26 and 29 August 2019
 - Literature/History/Geography/Information Communication/ Law/Political Science: from 2 and 5 September 2019

Spring semester:

- ✓ SELF students: 6 January 2020
- ✓ DEUF students: 6 January 2020

6. Arrival address

Université Jean Moulin Lyon 3
Service des relations internationales
Manufacture des Tabacs – Cour Sud
6 rue Rollet
69008 Lyon

Access:

Metro line D, stop: Sans souci

Tramway T4, stop: Manufacture-Montluc

Bus C23, C25, 69 and 296: stop Manufacture-Montluc

For further information regarding Université Jean Moulin Lyon 3 please, click [here](#).

WE LOOK FORWARD TO MEETING YOUR STUDENTS AT UNIVERSITE JEAN MOULIN LYON 3.

Best regards,

Lyon 3 International Office team