

Institutional Factsheet

1. Institutional Information

1.1. Institutional details

Name of the institution	Aix-Marseille University (AMU)
Erasmus Code	F MARSEIL84
EUC	263443-LA-1-2014-1-FR-E4AKA1-ECHE-1
Institution website	http://www.univ-amu.fr
Faculty of Economics and Management website	http://feg.univ-amu.fr/en

1.2. Main contacts

Institutional agreements

Contact person	Mrs Virginie BETHUEL
Responsibility	AMU International Relations Office: Head of International Relations (Economics & Law)
Contact details	Phone: +33 4 42 17 28 69 - Email: virginie.bethuel@univ-amu.fr

Pedagogical issues

Contact person	Mrs Christelle SAPATA
Responsibility	Faculty of Economics and Management : International Relations Office
Contact details	Phone: +33 4 42 17 29 77 - Email: feg-ri@univ-amu.fr

2. Detailed requirements and additional information

2.1. Recommended language skills

- All students enrolled in an exchange program must have minimum the B1 level in the language of instruction.
- All students enrolled in an exchange program leading to a diploma of the Faculty of Economics and Management must have a minimum level B2 in the language of instruction.

2.2. Calendar

2.2.1. Nomination Deadlines

Applications/information on students nominated must reach our institution by:

Autumn term	Mid April
Spring term	Mid October

2.2.2. Decision Response

We will send our decision within 3 weeks.

2.2.3. Transcripts of Records

A Transcript of Records will be issued no later than 4 weeks after the assessment period has finished at our institution.

3. Additional information

3.1. Academic Calendar

The Fall semester starts the first week of September and ends by Christmas.

The Spring semester starts the first week of January and ends June 30.

3.2. Grading system

Students will receive the final transcript of records according to the ECTS grading system (from A to F).

3.3. Learning agreement

The FEG proposes different bachelor's and master's programs. We require that the students take at least 70% of their courses within a same program in order to avoid timetable overlaps.

3.4. Visa

<http://www.diplomatie.gouv.fr/fr/venir-en-france/etudier-en-france/demarches-administratives/article/visas-etudiants>

<http://www.diplomatie.gouv.fr/en/coming-to-france/studying-in-france/administrative-steps/>

3.5. Insurance

<http://dri.univ-amu.fr/fr/etudier-a-amu/etudiants-programme-dechange#Assurance>

<http://dri.univ-amu.fr/en/studying-at-amu/students-in-exchange-programme>

3.6. Housing, buddy program

Our institution will guide incoming student/staff in finding accommodation. Information and assistance can be provided by the following persons and information sources:

Contact person	<i>Mrs Claire MADON</i>
Responsibility	In charge of the Incoming Mobility Administration – Faculty of Economics and Management
Contact details	Phone: +33 442 17 24 31 - Email: claire.madon@univ-amu.fr
Website	http://www.interlog.crous-aix-marseille.fr (the password is given by Mrs MADON)