

CONTACT INFORMATION	Institution	Sciences Po Aix (Institut d'Etudes Politiques d'Aix-en Provence)
	ERASMUS code	F MARSEIL 55
	Institutional website	http://www.sciencespo-aix.fr/ → International : http://www.sciencespo-aix.fr/contenu/international/
	Postal address	Sciences Po Aix Pôle Relations Internationales 25 rue Gaston de Saporta 13625, Aix-en-Provence, Cedex 1- France
	Telephone	Tel : +33 442-170-165 +33 442-170-490
	Fax	Fax : +33 442-170-199
	Director of External Relations and Student Life / ERASMUS+ Institutional Coordinator	Prof. Celine GIMET E-mail : celine.gimet@sciencespo-aix.fr Tel : +33 442-170-520
	Administrative Director of External Relations and Student Life	Nicole BORDET E-mail : nicole.bordet@sciencespo-aix.fr Tel : +33 442-174-092
	Coordinator of the International Relations Department / ERASMUS + Departmental Coordinator	Taos BOUDINE E-mail : taos.boudine@sciencespo-aix.fr Tel : + 33 442-170-174
	Academic Coordinator for Incoming Students	David COATES E-mail: david.coates@sciencespo-aix.fr Tel : +33 442-170-490
Academic Coordinator for Outgoing Students	Rachel SAURY-JOUBERT E-mail: rachel.joubert@sciencespo-aix.fr Tel : +33 442-170-193	
Administrative Officer for Outgoing students	Nathalie MEUNIER E-mail: outgoing@sciencespo-aix.fr Tel : +33 442-170-165	
Administrative Officer for Incoming students	Antoine RAIMOND E-mail: incoming@sciencespo-aix.fr Tel : +33 442-174-090	
Administrative Officer for Student Life, Scholarships and Disability Support	Sophie JARDINOT E-mail: sophie.jardinot@sciencespo-aix.fr Tel : +33 442-170-099	
Student Assistant	tuteur.incoming@sciencespo-aix.fr	

<p>Health insurance</p>	<p>Non EU students: * * <i>except for students from the Schengen Area, Switzerland and Quebec</i></p> <p>Mandatory affiliation to the French Social Security (2017/18 rate: 217€), payment at the time of registration during orientation week.</p> <p>EU students:</p> <p>A copy of the European Health Insurance Card (CEAM) required <u>upon arrival</u>.</p>
<p>Housing</p>	<p>Student housing:</p> <p>Renovated: €255, 50 (2017-18 rates) 12m², private bathroom, kitchen shared with other students on the same floor.</p> <p>Students apply for university halls of residence through the Department of International Relations of Sciences Po by filling out and returning the Housing request form before:</p> <p style="text-align: center;">May 15 (fall semester/year) or October 15 (spring semester)</p> <p>Students allotted a room in one of the halls of residence will be notified by e-mail and asked to complete an on-line reservation and pay a one-month credit card deposit by credit card.</p> <p>Link to student housing application and information for private accommodation: http://www.sciencespo-aix.fr/contenu/infos-pratiques/</p>
<p>Cost of living</p>	<p>Monthly expenditure will vary depending on type of accommodation and other variables.</p> <p>An approximation of 650€ – 700€ per month is given by the Aix-Marseille University for room & board, for students housed in university residence halls.</p>
<p>Student cafeterias & dining</p>	<p>The university restaurants (RU) offer a wide range of different menus at very reasonable prices:</p> <ul style="list-style-type: none"> •Traditional 3 course hot meal : starter, main course with meat/fish and vegetables, cheese or dessert: 3,25€ •Sandwiches starting from 2,50€ <p>Organic food available.</p> <ul style="list-style-type: none"> •Caféteria IUFM (5 minute walk from IEP) lunch only •RU Les Arts et Métiers (10 minute walk from IEP) lunch only •Caféteria La Galice (13 minute walk from IEP) lunch only •RU Les Gazelles (3 minute walk from student housing) lunch & dinner •RU Les Fenouillères (7 minute walk from student housing) lunch only
<p>Study permits / Visa process</p>	<p>Non EU students:</p> <p>Please check with the appropriate French Embassy or Consulate in your home country for information about how to apply for a student visa, and consult the Campus France website for more information.</p>
<p>Orientation</p>	<p>The week prior to the start of classes a seminars, meetings and social activities are organized specifically for our incoming International students, in order to give them essential information regarding registration and to help them settle in to living in Aix.</p>

Language requirements & course catalog

Students may take courses in French and/or in English:

- 1) Students with a good working level in French (B2) may enroll in all courses indicated in the **international student course catalogue** (a signed and stamped statement from your Departmental Coordinator stating the level of spoken and written French is required)
- 2) Students with a basic level in French may enroll in classes in English, classes in French specifically for international students, French language and civilization classes, and foreign language classes. Registration in other classes is possible with authorization from the international student advisor.
- 3) Students with no French background may enroll in all courses offered in English, and foreign language classes (French, Spanish, Italian, German, Russian, Chinese, Japanese, Arabic, *level permitting*)

Link to course catalog:

<http://www.sciencespo-aix.fr/contenu/inscription/>

Credits and Grading system

ECTS GRADES / GRADES/20

DEFINITION

A - 15-20	EXCELLENT	Remarkable results
B - 12-14	VERY GOOD	Above average results
C - 10-11	AVERAGE	Average results
D - 8-9	BELOW AVERAGE	Additional work required to obtain credit, Re-sits
E - 7-8	INSUFFICIENT	Re-sits
F - 0-6	FAIL	Re-sits

<http://www.sciencespo-aix.fr/contenu/systeme-de-notation/>

Normal Recommended Course Load for Exchange Students

30 ECTS credits per semester
34 ECTS credits per semester maximum authorized

Exams / Transcripts

Students must obtain the minimum grade of 10/20 to pass in each subject.

Possibility to re-sit failed exams in June.

Transcripts are sent to the partner University within five weeks following the end of the academic semester or year.

Application deadlines

Nominations:

Fall /academic year: May 1 **Spring:** October 1

Applications:

Fall /academic year: May 15 **Spring:** October 15

Application procedures and forms:

<http://www.sciencespo-aix.fr/contenu/inscription/>

Nominations should be sent directly by email to:

incoming@sciencespo-aix.fr. Accepted students will receive an e-mail with further information.