



# Welcome Guide - ICM

## *2024-2025 edition*

*Guide for international students*

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*KA 171 - ICM*

# Editorial

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# Editorial

The University of Lille is delighted to welcome you, to offer you a unique adventure and an enriching learning experience in Lille!

We understand that coming to study in a foreign country can be both exciting and daunting. That is why we are here to accompany and support you throughout your stay. Our aim is to create a welcoming and inclusive environment where you can flourish academically, socially and personally.

We'll do everything we can to help you settle in. Our team is here to answer your questions, help you with the administrative formalities and provide you with all the information you need to find your way around your new environment.

You will discover a dynamic campus and modern facilities that promote quality learning. Teaching resources and tutoring services are available to support you on your learning journey. We also encourage intercultural exchange and invite you to take part in our events and activities. This is a unique opportunity to meet people from different backgrounds and enrich your intercultural experience.

We also recommend that you get involved in student life by joining associations or projects. This will allow you to meet other students with similar interests and create strong links while exploring the opportunities offered by our community.

Finally, make the most of your time here to discover our culture and traditions. Explore the local area, meet new people and create unforgettable memories.

Once again, welcome! We look forward to watching you grow and sharing this unique experience with you.

The International Mobility Department

## **Follow campus news on social networks:**



**[facebook.com/UniversitedeLille](https://facebook.com/UniversitedeLille)**



**[twitter.com/univ\\_lille](https://twitter.com/univ_lille)**



**[instagram.com/univ\\_lille](https://instagram.com/univ_lille)**



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**[youtube.com/UnivLille](https://youtube.com/UnivLille)**



**[linkedin.com/universite-de-lille](https://linkedin.com/universite-de-lille)**



***University  
of Lille***

# The University of Lille

The University of Lille is a public establishment made of several campuses. Created in the 19th century, it is now the third most important student pole of France (after Paris and Lyon). The University of Lille has established itself as a major player in the region for training, research and innovation and through its commitment to social issues.

A dynamic institution connected with some of the world's highest-ranking foreign universities, the University of Lille attracts many students. They benefit from excellent studying conditions on huge campuses.

For many years now, the University of Lille has made international development central to its way of working, courses and research. Having won a place on a huge national plan to finance excellence (I-site label) in 2017, it is now committed to structuring its international policy around several main themes, international recruitment methods and partnerships of excellence.

## ULille - 6 campuses, 24 locations

The university in numbers:



**80,000**  
students



**151**  
different  
nationalities



**9,900**  
international  
students



**7,200**  
staff members



**1,000**  
partnerships



**4**  
major areas:



**62**  
research  
laboratories



**15**  
faculties,  
schools and  
institutes

- Healthcare and sport
- Science and technology
- Law, economics and management
- Arts, literature, languages, humanities and social sciences

# International relations

## DGDRI

The International Relations Department (DGDRI) operates on three sites, the Cité Scientifique campus, the Pont-de-Bois campus and the Flers-Château campus.

The DGDRI is divided into four entities, the Department of International Mobility (DMI), the Department of International Development (DDI), the International Promotion and Visibility Unit and the Territorial Mission for International Relations.

These organs have a common purpose, to implement the international policy of the University around three main missions: Mobility - Welcoming - Projects.

- The **Mobility mission** consists of developing innovative international mobility, encouraging and implementing student and staff mobility.
- The **Welcoming mission** consists in improving the reception of international students and the services offered by the Maison Internationale, respecting the criteria of the **label Bienvenue en France**.
- The **Projects mission** consists of moving from the idea to the project, formalizing partnerships and becoming a project incubator.

## Central International office

The University of Lille is based on a two-level governance, the central level and that of the components and component-institutions. The DMI is part of the central level.

The International Mobility Department of the University of Lille is the center responsible for facilitating and promoting the mobility of students, teachers and university staff abroad. We work closely with partner universities abroad to develop student exchange programs, study abroad programs, internship programs and international research projects.

**Central International Relations Office:** [mic@univ-lille.fr](mailto:mic@univ-lille.fr)

**Location:** Bâtiment A3, Cité Scientifique, 59650 Villeneuve-d'Ascq

**Tél :** +33 (0)3 62 26 81 07 / 09



# International relations

## The Maison Internationale

The Maison Internationale is the sole point of contact for international students at the University of Lille.

The Maison Internationale is a location that has been designed for you, to ensure you can find the help you need for all of your administrative procedures: advice on finding accommodation, help obtaining and renewing your residency permit, and other formalities.



### Help desk

The Maison Internationale welcomes and guides you even before your arrival in France, and throughout your studies, both administratively... (help with formalities, personalized support),

- CAF (housing benefits office), CPAM (national healthcare service), local transport, deposits, insurance, opening a bank account, telephone, etc.



### Welcome desk

...and socially (cultural discoveries, social activities).

- Throughout the academic year the Maison Internationale can also help you discover the city of Lille and the Hauts de France region with cultural visits and other events organised on campus (museums, exhibitions, film screenings, CV workshops, language sessions in cafes and much more.

Find our programme of events, month by month or every day on our social media:



**[facebook.com/international.udl](https://www.facebook.com/international.udl)**



**[instagram.com/international\\_univlille/](https://www.instagram.com/international_univlille/)**

**The Maison Internationale:** [maison-internationale@univ-lille.fr](mailto:maison-internationale@univ-lille.fr)

**Location:** [Bâtiment A4, 59650 Villeneuve-d'Ascq](#)



BIENVENUE  
À LA MAISON  
INTERNATIONALE  
DE L'UNIVERSITÉ  
DE LILLE

# International relations

## Welcome to the Faculty of Legal, Political and Social Sciences (FSJPS)

The FSJPS is home to more than 8,000 students preparing for one of the 7 general bachelor's degrees, 4 professional bachelor's degrees, 17 university diplomas or one of the 15 Master's programs offered by our institution. All of that supported by a multidisciplinary teaching team of around 200 lecturers, researchers and an administrative team of some fifty people.

The FSJPS is first and foremost a place of learning, but it is also a place for research. It is home to a number of internationally renowned research laboratories in law, legal history, political science and economics (CERAPS, CHJ, CRDP, LEM).

The FSJPS is also the venue for numerous projects and events organized by student associations, teachers, and administrative staff, including lecture-debates, exhibitions, pleading and eloquence competitions. The faculty hosted guests such as Emmanuel Macron.

**International Relations Office:** [ri-droit@univ-lille.fr](mailto:ri-droit@univ-lille.fr) / Tél: +33 (0)3 20 90 77 13

**Location:** Campus Moulins



[Click here to enlarge](#)



***To do  
before  
your arrival***

# Erasmus+ contractual duties

The mobility contracts serve as vital documents that establish a mutual understanding and agreement between the participant and the University of Lille. They ensure clarity and transparency regarding the various aspects of the mobility program, promoting a successful and enriching academic experience for the participant, while upholding the responsibilities of both parties involved.

The mobility contracts are composed of two main documents: the **learning agreement** and the **grant agreement**.

These documents are to be completed before the mobility, and should be given to your ICM manager.

## Learning agreement

The purpose of a learning agreement for an international student is to establish a clear framework and understanding between the student, the home institution, and the host institution regarding the educational objectives, courses, and credits that will be pursued during the student's study abroad experience.

The planned academic activities, including the courses to be taken, the expected learning outcomes, and the credit transfer process must be found on the learning agreement.

This document has to be signed by the persons in charge of your mobility from both institutions, and the final version must be sent to your ICM manager (digital copy accepted).

## Grant agreement

This document is compulsory for the payment of the grant. You will receive it from your ICM manager around one month after the confirmation of your participation in an ICM with the University of Lille.

In order to receive your grant, you must sign and bring the **original version** (original handwritten signature on the last page) to your ICM manager's office.

It ends with the general conditions and Erasmus+ Charter, which we invite you to read carefully.

The payment of the grant can only be done on a French bank account, so you will have to open one at your arrival in Lille and give us the references, so we will then make the payment. In the meantime, you will be able to receive 900€ in cash (3X300€), but we invite you to plan also some personal money for the first fees, especially accommodation.

# Erasmus+ contractual duties

## Online Linguistic Support (OLS)

You must carry out the OLS language assessment in the language of mobility (courses) before the mobility period (**mandatory**). The completion of the online assessment before departure is a pre-requisite for the mobility. You will receive an invitation by automatic e-mail (check your spams). After the assessment, you will have the opportunity to attend online language courses, starting as soon as you receive access. There might also be a possibility to attend online courses for French language, to prepare your stay. If you are interested, please contact us before.

## Certificate of attendance

A certificate of attendance during a mobility programme serves as an official documentation that verifies an individual's participation, validates their achievements, and showcases their international experience. It is essential for academic recognition, professional validation, and accessing financial benefits or support.

This document must be signed by your host institution (host Faculty or DMI) with the dates of your mobility.

## Accommodation

As a future ICM student, you can ask for a room in our university residences. You will have the opportunity to request it while filling in the application form, once nominated by your home institution (Fall semester: before May 10th/ Spring semester: November 1st).

Then, if you have been awarded a room in a hall of residence, we invite you to carefully pay attention to the procedure/documents required for your admission.

For any question, please contact: [exchange-helpdesk@univ-lille.fr](mailto:exchange-helpdesk@univ-lille.fr)

If you wish to find an accommodation on your own, you will find helpful information on our application [ULillGo](#).



# Administrative procedures

## Checklist

- I have a passport (non-European) or ID card (European) that is valid for the entire duration of my stay.
- I have issued a visa request with the embassy.
- I have health insurance that covers me for the full duration of my stay.
- I have photocopied and scanned all my important documents.
- I have estimated my expenses at least for the first month.
- I have checked that my mobile phone works abroad.
- I have checked how to open a bank account in France.
- I have looked into accommodation options.
- If I have an accommodation booked in a CROUS hall of residence, I have taken out home insurance (**compulsory in France**).
- I have prepared an appointment with the DMI office at my arrival to hand out the original signature of the Grant Agreement.
- I have downloaded the ULillGo application available in the Android and Apple stores.

## Health insurance

- **From EU member States:** request a European health insurance card in your home country. It must be valid for the entire mobility period. You have no other procedure to complete upon arrival.
- **From outside the EU:** take out a health insurance policy in your home country that covers you for the entire mobility period.

You can also register for free to the French social security onto : [etudiant-etranger.ameli.fr](https://etudiant-etranger.ameli.fr)

Further information onto the [Campus France website](#)

# Administrative procedures

## Visa information

**European Union nationals** only need a valid ID card or passport to live in France.

If you come from one of these universities (Iceland, Liechtenstein, Norway, Switzerland), you don't need to have a student visa to travel and stay freely in France.

**Non-European nationals** must have a passport that is valid for the entire duration of their stay and issue a visa request with the French embassy in their home country or online on [France-Visas](#).

**N.B.:** processing times can be long!

The DMI can issue an invitation letter, to provide for your visa request.

For a training course of more than 3 months, you will be issued a long-stay visa for a limited period of 3 months to one year. During its period of validity, the long-stay visa is the equivalent of a Schengen visa and allows you to travel and stay in the Schengen area.

In addition this visa allows you to work 964 hours a year, or 20 hours a week, to supplement your resources, to benefit from VISALE, the free student rental deposit and to receive a housing allowance from the CAF.

As soon as you arrive in France, you must validate your visa. The procedure is completely dematerialized, you can do everything remotely, from home, with your computer. You must validate your visa no later than 3 months after your arrival in France.

All the informations are on the [ANEF website](#).

## Housing insurance and civil liability

Housing insurance is mandatory for everyone. We strongly recommend you to subscribe to an insurance which include civil liability and guarantee against robbery. Various companies offer this service, e.g. [ADH](#), [Studyassur](#), [SMENO](#), [LMDE](#). Cost: approx. €50 per year. Compare the different available offers, you can also ask at your bank for preferential offers.

03



***Your  
stay***

# Lille, capital of Flanders

The city of Lille is the fourth largest metropolitan area in France. Lille is situated in French Flanders on the Deûle River near Belgium - France border. It is the capital of the Hauts-de-France Region and it hosts the prefecture of the Nord department.

We find the first trace of Lille in a writing of 1066.

Lille was Flemish, Burgundian, Spanish before becoming French in 1667 during the conquest of the city by Louis XIV.

Lively, full of historical buildings, cultural and convivial places, Lille is a land of exchanges, crossing cultures and migrations. Ready to welcome all the cultures, the city has become a true "melting pot".

Being proud of its festive and gastronomic traditions, the capital of Flanders is a city on human scale. Having deep cultural roots, it offers visitors an incredible mix of Flemish joviality and French elegance.

## Location.

Lille is located at the crossroad of three major European capitals: London (1h30 by train), Paris (1h by train) and Brussels (30 min by train).

## Weather and seasons in Lille.

Summer: generally sunny in June-September, 20-35°

Autumn: mild, grey skies and little rainfall in September-December, 10-20°

Winter: windy, rainy and cold in December-March, 0-10°

Spring: the sun returns but uncertain weather in March-June, 10-25°

## Key dates of the city.

The 1st of may: public holiday without subway.

The first Sunday of each month museums are free.

Every Tuesday, Thursday and Sunday morning: the "marché de Wazemmes", a wide open-air market from 7.00 am to 2.00 pm.

## Some places to visit.

The "Grand'Place", in the center of the city.

The Old Town, historical zone nearby the center.

The "Citadelle" gardens and its ancient fortifications.

# Toolbox

Applications to facilitate integration and procedures for incoming students.

## ULillGo

Any questions about mobility?

ULillGo can help before, during and after your mobility trip, making the various procedures as easy as possible: how to get to Lille, how to find accommodation, where to access healthcare, the grants you may be entitled to, and how to prepare for your mobility trip abroad ... all the answers you need are on the app!

On this app, you will also find a glossary to help you with our barbaric administrative and university words.

Scan the QR code below to download. A [web version](#) is also available.

## ULillExplore

Looking for some companionship during your trip to Lille? Download the ULillExplore app and join our Buddy System!

This application will put you in contact with the "Lilord" (buddy) who best matches your profile. They will be able to help you both before and during your stay in Lille, whether it's with administrative formalities, academic support, visiting the city or all kinds of other activities – it's up to you to tell them what you're looking for!

Scan the QR code below to download.

## ULille Box

This web app is designed primarily to help first-year students understand everything the university has to offer, but it can be useful to everyone: geolocation, campus notifications, shortcuts to all university resources and student services. <https://ulillebox.univ-lille.fr>

## Lilu

Download Lilu, the brand-new student application from the University of Lille, where you'll find: your timetable, your dining areas, Moodle and many other useful resources!





**The Grand'Place**



# The Old Town



# The Citadel



# Université de Lille

