Mobility Guide for Incoming Students and Staffs

Summary

1) Presentation of Université Côte d'Azur (UniCA)

    1. Key Figures
    2. Campus
    3. Programs and Levels of Study
    4. Details of programs and International Relations Offices contacts

2) Main Guidelines for Students & Staffs
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    2. I'm a Bachelor or Master student
    3. I'm a PhD student
    4. I'm a staff

3) Our welcome program for international students and staffs

Direction du Développement International et Europe / International Development and Europe Division
Université Côte d'Azur

Version : October 2023

KEY FIGURES

INSTITUTION

Initiative of Excellence (IDEX) since 2016

Interdisciplinary Institute of Artificial Intelligence

European University

4.600 permanent staff — including **1,600** faculty, **1,200** administrative staff plus around **1,800** lecturers and fellow researchers at CNRS, INSERM, OCA, INRIA, INRAE, etc.

300,000+ alumni

19 campuses — spread over the departments of the Alpes-Maritimes and the Var

RESEARCH INNOVATION

4,000+ persons involved

50+ laboratories and research units

6 doctoral schools

4 LABEX "Laboratories of excellence" awards

galaxy perimeter

1.138 currently enrolled doctoral students (including **51%** international students) and 324 PhDs earned in 2020

2.752 scientific articles published in 2020

EDUCATION

32,000+ students

21 component institutions including **8** Graduate Schools and **6** associate components

300 degrees and programs including **34** bachelor, **27** pro bachelor and **150** master's degree tracks

82% employability rate after 12 months for bachelor graduates

90% employability rate after 18 months for master's graduates

1,500+ work-study students

INTERNATIONAL

20% international students representing **144** nationalities

+100 international partners spread over **68** countries

RENOVATION PLAN

54 million € for campus renovation and the energy transition

ECONOMIC AND SOCIETAL IMPACT

1,9 billion € of added value to the South Region (2020 Biggar report)

Université Côte d'Azur

NICE
- Art, literature, languages, humanities and social sciences
Carlone campus
- Economics, business, management, dentistry
Saint Jean d'Angely campus
- Science and technology, life sciences
Valrose campus
- Risk and sustainable development
Plan du Var – IMREDD campus
- University Institute of Technology
Fabron campus
- Law, political science - Institute for Peace and Development Law
Trotabas campus
- Medicine, life and health sciences
Pasteur Campus
- Physical therapy
IFMK campus
- Sports science
Plan du Var –Sports science campus
- Teacher training
Liegeard campus

SOPHIA ANTIPOLIS
- IT and communication – science and technology – engineering

CANNES
- Literature, languages, art, creative industries

MENTON
- Social careers

Université Côte d'Azur Levels of Study
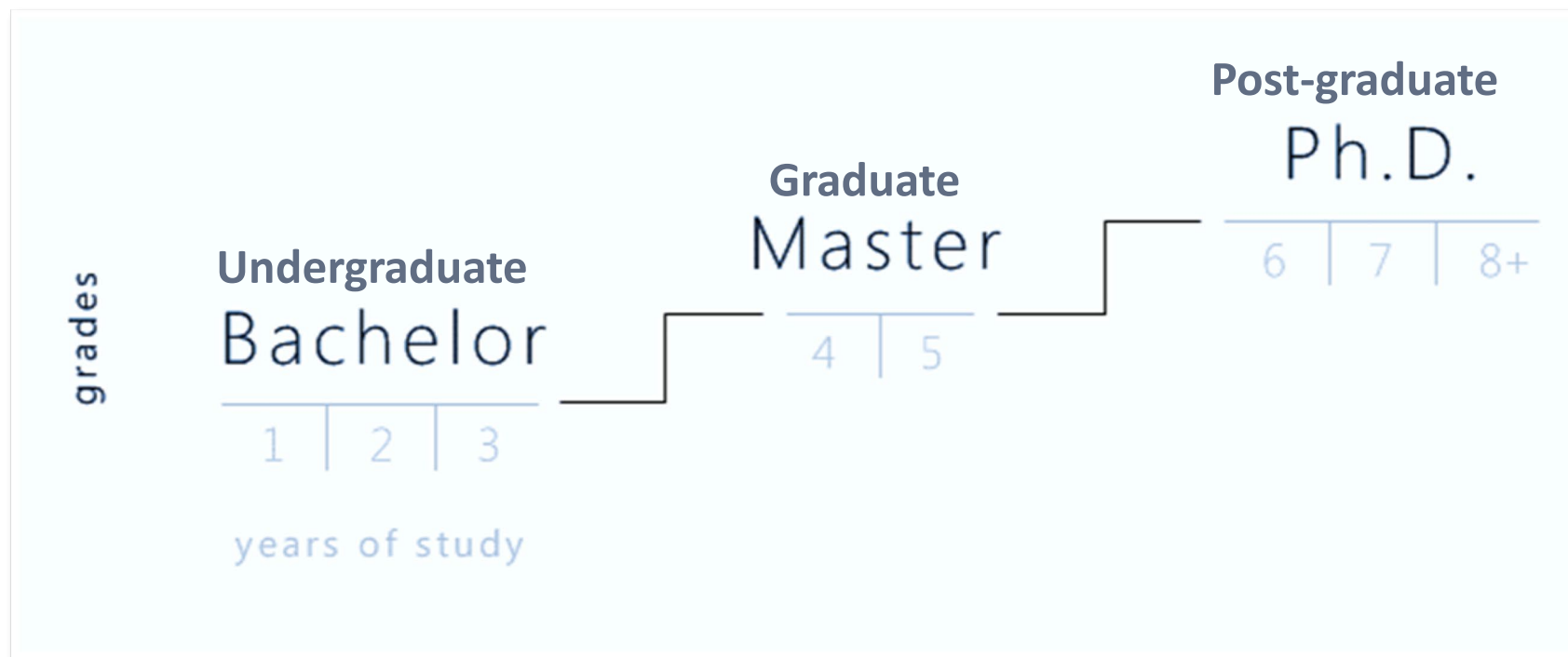
Mapping of Université Côte d'Azur programs (click on the program to see the details)

UNIVERSITÉ CÔTE D'AZUR

Years (left) — 8, 7, 6, 5, 4, 3, 2, 1
Years (right) — 8, 7, 6, 5, 4, 3, 2, 1

Postgraduate study / PhD — **MASTERS / Msc** — **Undergraduate**

Graduate schools and research

ARTS AND HUMANITIES — GRADUATE SCHOOL AND RESEARCH
Mentions: Arts, Languages; Literature; Philosophy; Information-Communication; Language Sciences; Economics; Management Sciences; Sociology Anthropology; History; Psychology (intercultural program)

SCIENCES OF SOCIETY AND THE ENVIRONMENT — GRADUATE SCHOOL AND RESEARCH
Mentions: Human and Social Sciences; Environmental Sciences, History, Languages, Eco-citizen Communication, Migration Studies; Earth and Planet Sciences, Environment

LAW, POLITICAL SCIENCE AND MANAGEMENT — GRADUATE SCHOOL AND RESEARCH
Mentions: Administration and Liquidation of Firms in Difficulty; Private Law; International and European Law; Business Law; Notarial Law; Public Law; Consulting and Research in Management Sciences

ECONOMICS AND MANAGEMENT — GRADUATE SCHOOL AND RESEARCH
Mentions: Social Sciences; Economics; Management and International Trade; Tourism; Organizational Economics; Money, Banking, Finance, Insurance; Human Resource Management; Innovation, Enterprise and Society; Sociology, Economy

DIGITAL SYSTEMS FOR HUMANS — GRADUATE SCHOOL AND RESEARCH
Mentions: Computer Science; Electronics, Electrical Energy, Automation; Digital Methods in Business Management (MIAGE); Intellectual Property Law and New Technologies; Digital Strategies

FORMAL, PHYSICAL AND ENGINEERING SCIENCES — GRADUATE SCHOOL AND RESEARCH
Mentions: Environmental Management; Geology, Geophysics, Geotechnics; Mathematics and its Applications; Fundamental Physics and its Spplications; Molecular Chemistry; Materials Science and Engineering

LIFE AND HEALTH SCIENCES — GRADUATE SCHOOL AND RESEARCH
Mention: Life Sciences

HEALTH SCIENCE ECOSYSTEMS — GRADUATE SCHOOL AND RESEARCH
Mentions: Health Engineering; Sciences and Techniques of Physical and Sports Activities (STAPS): Training and Optimization of Sports Performance; STAPS: Adapted Physical Activity and Health; Psychology

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FACULTÉ DE MÉDECINE

FACULTÉ DE CHIRURGIE DENTAIRE ODONTOLOGIE

IFMK — INSTITUT DE FORMATION EN MASSO-KINÉSITHÉRAPIE NIÇOIS

POLYTECH NICE SOPHIA

iae nice — École Universitaire de Management

INSPE — Institut national supérieur du professorat et de l'éducation Académie de Nice

villa arson nice

DNSEP option Art

Undergraduate programs

Literature, Languages, Art, Communication
Mentions: Information, Communication; Performing Arts; Musicology; Literature; Applied Foreign Languages; Foreign and Regional Languages, Literature and Civilizations

Humanities and Social Sciences
Mentions: Human Sciences, Anthropology, Ethnology; Language Sciences; History; Philosophy; Geography and Planning; Sociology; Psychology

Law and Political Science
Mention: Law

Economy and Management
Mention: Economy, Management

Science and Technology
Mentions: Earth Sciences; Science and Technology; Chemistry; Physics; Mathematics; Mathematics and Computer Science for Humanities and Social Sciences; Electronics, Electrical Energy, Automation; Computer Science;

Life Sciences
Mention: Life Sciences

Sciences and Techniques of Physical and Sports Activities
Mention: Sciences and Techniques of Physical and Sports Activities

Professional Degree

Technical Undergraduate Diploma — IUT Nice Côte d'Azur

Medicine

Dentistry

Midwifery

Physiotherapy

Speech and Language Therapy

Engineering Degree

PEIP

First Year of Medical Studies

ERACM

DNAP

DNSPC

DNSEP option Art

Bachelor's degree

International Relations Offices contacts

Campus	International Relations Office (IRO) E-Mail
Letters Arts and Human Sciences (LASH)	campus-carlone.ri@univ-cotedazur.fr
Law and Political Science	droit.ri@univ-cotedazur.fr
Science	campus-valrose.international@univ-cotedazur.fr
Higher Institute of Economics and Management (EUR ELMI)	eur-elmi.international@univ-cotedazur.fr
Medical Studies	medecine.ri@univ-cotedazur.fr
Odontology	odontologie.ri@univ-cotedazur.fr
Institute of Business Administration (IAE)	iae.international@univ-cotedazur.fr
Sciences and Techniques of Physical and Sports Activities (STAPS)	staps.ri@univ-cotedazur.fr
University Institute of Technology (IUT)	iut.ri@univ-cotedazur.fr
Polytechnic School of Côte d'Azur University	international@polytech.univ-cotedazur.fr
Higher Institute of Professorship and Education (INSPÉ)	inspe.ri@univ-cotedazur.fr
Institute for Peace and Development	idpd@univ-cotedazur.fr

International

Mobility

Program

Main Guidelines for Students and Staffs

General information for your mobility (as student or staff)

For Students (Bachelor and Master) Nomination: Provisional period to be confirmed with the IRO of the field of studies	Home universities must nominate their students to incoming student Offices. • The deadline for nominations for the fall semester (S1) and academic year is May. • The deadline for nominations for the spring semester (S2) is mid-October. *
Application deadline: Provisional period to be confirmed with the IRO of the field of studies	Students must have completed their application by: • June for the fall semester and academic year • October for the spring semester *
Language of instruction:	French and/or English depending on the training
Academic calendar: Provisional period to be confirmed with the IRO of the field of studies	The academic year is divided into two semesters: • From September to December for the autumn semester, exams taking place in January. • From February to May for the spring semester, exams taking place in June. *
For staff (teaching or training) + PhD	Open calendar , Application all along for the host institution

*Depending on the IRO, dates may vary.
Contact the IRO of the field of studies directly.

Different types of mobility

Type of Applicant	Type of Mobility	Physical		Hybrid (virtual + physical component)		
STUDENT	Type of Mobility	Short-term	Long-term	Short-term	Long-term	Restrictions
PhD Students	Studies	5 to 30 days	2 to 12 months	5 to 30 days for the physical part + X days of virtual part	2 to 12 months for the physical part + X days of virtual part	For PhD : Mandatory ECTS The maximum combined duration of all *Erasmus+* study**/**internship mobilities, done by each student, including the current application, may not exceed 12 months (360 days) per level of study (Bachelor / Master / PhD).
Bachelor and Master Students	Studies or Internship (can be combined)		2 to 12 months			
STAFF	Type of Mobility	Duration		Short-term	Long-term	Restrictions
Academic Staff	Staff Mobility for Training Staff Mobility for Teaching (can be combined)	5 to 60 days				Teaching mobility : Minimum of 8 hours of teaching (for 5 days of mobility). Combined mobility : a minimum of 4 hours of teaching is required (for 5 days of mobility).
Administrative Staff	Staff Mobility for Training					

I am a Bachelor or a Master Student

How to choose my program and fill in my learning agreement

Good to know about Erasmus + scholarship and support

BA or MA STUDENTS	Contribution to subsistence costs		Inclusion (following criterias)	Contribution to travel expenses	
				Standard means of transport	**Eco-responsible means of transport**
LONG TERM MOBILITY 2 months to 12 months (studies, internship or combined)	850 € / month		250 € / month	10 to 99 km: 23 € 100 to 499 km: 180 € 500 to 1999 km : 275 € 2000 to 2999 km: 360 € 3000 to 3999 km : 530 € 4000 to 7999 km : 820 € more than 8000 km: 1500 €	100 to 499 km: 210 € 500 to 1999 km : 320 € 2000 to 2999 km: 410 € 3000 to 3999 km: 610 € + Up to 4 days of additional travel funding, if relevant
SHORT TERM MOBILITY (hybrid* studies, hybrid* internship)	≤ 14 days →	79 € / day	100 € per mobility	10 to 99 km: 23 € 100 to 499 km: 180 € 500 to 1999 km : 275 € 2000 to 2999 km: 360 € 3000 to 3999 km : 530 € 4000 to 7999 km : 820 € more than 8000 km: 1500 €	100 to 499 km: 210 € 500 to 1999 km : 320 € 2000 to 2999 km: 410 € 3000 to 3999 km: 610 € + Up to 4 days of additional travel funding, if relevant
	from the 15th to the 30th day →	56 € / day	150 € per mobility		

Virtual duration of minimum 1 day, non payment planned for this part

Inclusion and Diversity Strategy

A vision shared by us and our partners→ inclusion criterias Tab following Erasmus + guidelines

Erasmus+ promotes equal opportunities and inclusion.
For this reason, **students in special circumstances can apply for an additional grant of 250 euros per month.**

Additional funding is available for participants with physical, mental or health-related conditions via the Erasmus+ special needs support.

Flexible learning formats : hybrid / long-term / short-term, … types of mobility

Inclusion and Diversity Tab

Criteria for individuals (to be approved by the French National Erasmus + Agency)	Supporting documents (In accordance with government regulations)
1. **disabled or suffering from a long-term illness**	Long-term illness certificate or disability card, …
2. **living in a commune classified as a Rural Zone**	Proof of address (energy bill, water bill, home insurance). If the participant's name is not is not shown on the certificate of residence, this must be completed by a sworn statement in the name of the host or an administrative certificate of the sending establishment, etc.
3. **living at an address classified as a Priority District**	Proof of address (energy bill, water bill, home insurance). If the participant's name is not is not shown on the certificate of residence, this must be completed by a sworn statement in the name of the host or an administrative certificate of the sending establishment, etc.
4. **higher education grant holder on social criteria**	Notification of grant.
5. **jobseekers for over a year**	Certificate
6. **enrolled in one of the following schemes:** o measures to prevent early school leaving ; o voluntary work integration contract ; o Military Service	Certificate of enrolment in the home establishment or the volunteer contract or certificate of integration into the scheme concerned.

The following are defined as eco-responsible means of transport:
- The train
- The bike
- The bus
- Carpooling

How to apply to UniCA (incoming BA or MA students)

1) Contact with the local International Relations desk of your University

2) Check all the courses and programs provided by UniCA

3) Apply following your University's guidelines

4) Once both Universities agreed to your application, let's start the Mobility process !

5) Complete the learning agreement (LA) → for the purpose of mobility in relation to the study cycle. This must be supplied with your application

6) MoveON* application form

7) "Before" form (Scholarship & Mobility Kit & Banking Information)

8) Departure !

9) "During" form → certificate of arrival ; possibility of modification of LA and Banking information

10) "After" form → certificate of departure

11) Mandatory Erasmus + mobility-end report to be submitted before leaving

12) Mandatory UniCA Survey after your mobility

*MoveOn : online mobility platform

I am a PhD Student

How to choose my program and fill in my learning agreement :

Listing of the UniCA doctoral schools

Good to know about Erasmus + scholarship

Virtual duration of minimum 1 day, non payment planned for this part

PhD STUDENTS	Contribution to subsistence costs		Inclusion (following criterias)	Contribution to travel expenses	
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- Carpooling

How to apply to UniCA (incoming PhD students)

1) Contact with the local International Relations desk of your University

2) Your thesis Director must agree with your mobility project

3) Apply following your University's guidelines

4) Once both Universities agreed to your application, let's start the Mobility process !

5) Complete the learning agreement (LA).   This must be supplied with your application

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8) Departure !

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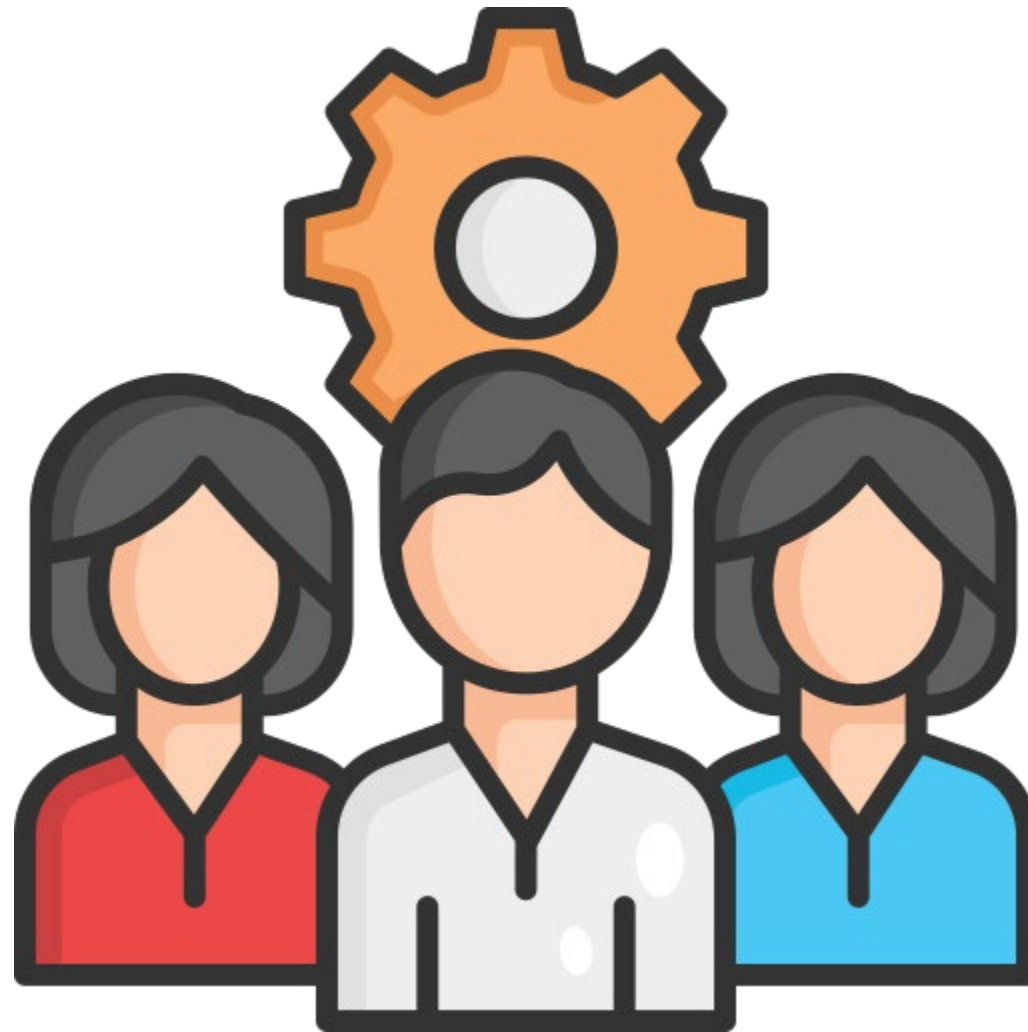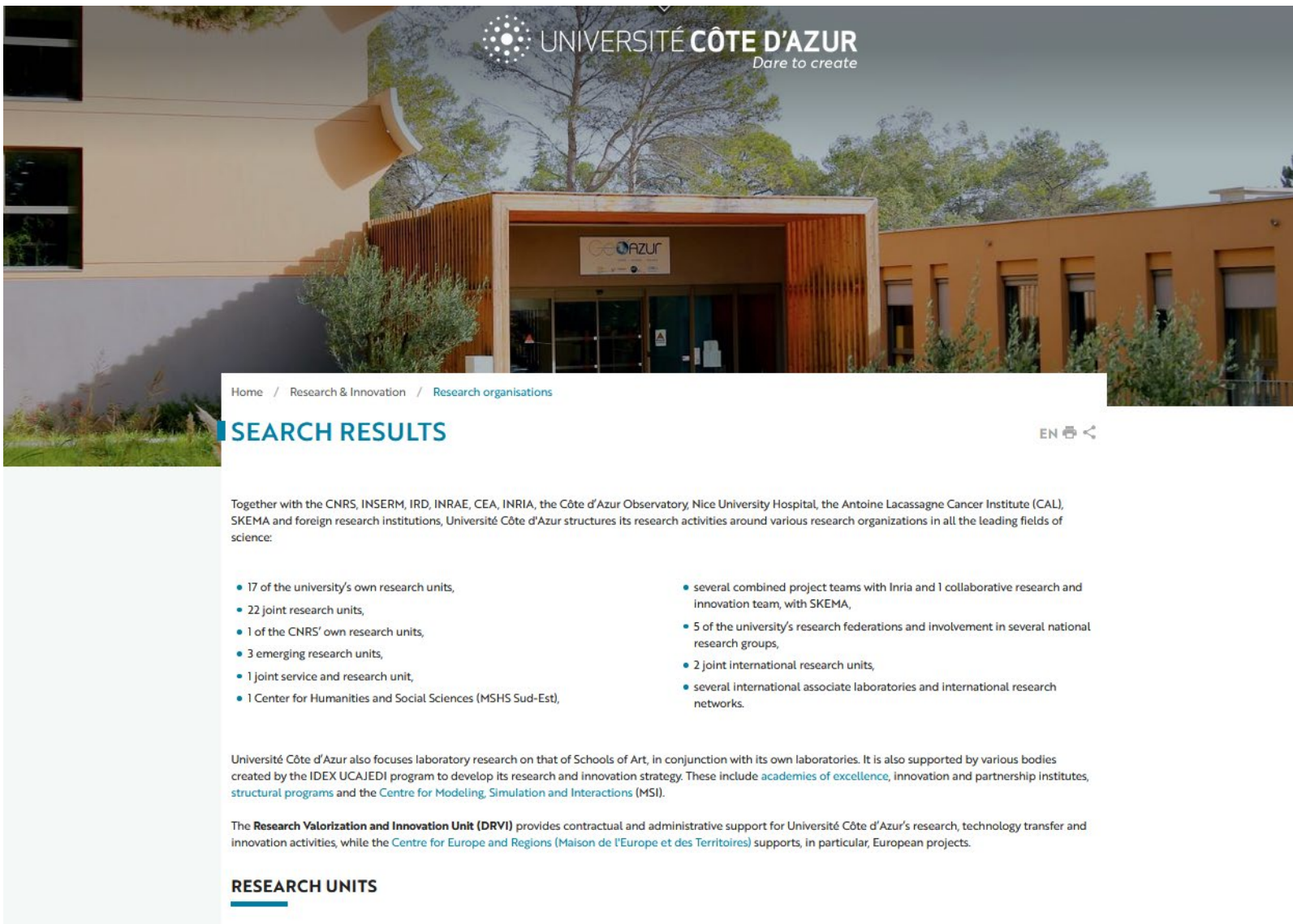
I am a Staff

Contact my host institution and complete my mobility project

Good to know about Erasmus + grant

STAFFS	CONTRIBUTION TO LIVING EXPENSES	
	≤ 14 days	Day 15 to 60 (70% of ≤ 14 days)
Teaching and Training mobility	160 €	112 €

CONTRIBUTION TO TRAVEL EXPENSES	
Standard means of transport	Means of transport eco-responsible
10 to 99 km: 23 € 100 to 499 km: 180 € 500 to 1999 km : 275 € 2000 to 2999 km: 360 € 3000 to 3999 km : 530 € 4000 to 7999 km : 820 € > 8000 km: 1500 € + Up to 2 days of additional travel funding, if relevant	100 to 499 km: 210 € 500 to 1999 km : 320 € 2000 to 2999 km: 410 € 3000 to 3999 km: 610 € + Up to 4 days of additional travel funding, if relevant

The following are defined as eco-responsible means of transport:
- The train
- The bike
- The bus
- Carpooling

How to apply to UniCA (incoming staff)

1) Contact with the local International Relations desk of your University

2) Apply following your University's guidelines

3) Once both Universities agreed to your application, let's start the Mobility process !

4) Complete the Mobility Project.
This must be supplied with your application

5) Application form to be provided to UniCA Mobility Office

6) "Departure !

7) Mandatory Erasmus + mobility-end report to be submitted before leaving

8) Mandatory UniCA Survey after your mobility

Our welcome program for international students and staffs

Accomodation

Official documents

Transport

Insurances

Learning French

Meet the UniCA Students !

For any question regarding your future stay in Nice, check the Welcome Guide !

Meet UniCA Team ! → **Administrative Support**

For PhD and Staff

- Erasmus+ Office + Welcome Center

The Erasmus + Office of the International Development and Europe Division has the pleasure to welcome you for the beginning of your journey !

The Welcome Center provides information, advice and personalized assistance to researchers, doctoral students and teachers at the Université Côte d'Azur before and during their stay on the French Riviera.

It also has two «faculty club» residences to welcome international researchers.

For Bachelor and Master Students

- Welcome Desk

The Welcome Desk provides information, devices, advice and personalized assistance to incoming students.

This office is located near the Valrose Campus, Faculty of Sciences +Sophia

For more information, contact the International Relations Office of your welcoming component

For more information, follow the link !

Meet UniCA Team! → **Monitoring events**

Welcome Parties

The *Welcome Party* is an event for all students from UniCA. Party time ! DJ on stage, buffet, many games. During this event organized each beginning of semester, you can meet main actors from our mobility system who will provide information about health system, grants, accommodation, transport, leisure activities and much more.

Meeters Events

Join our students Community of UniCA and enjoy various events during your mobility

Scan me !

THANK YOU AND SEE YOU SOON AT UNIVERSITÉ COTE D'AZUR