



Incoming Exchange Students - Application Procedure

Reminder: Incomplete applications will not be reviewed.

1. Online Application

Students wishing to study abroad at Université de Nantes must apply using the online application available under [Université de Nantes - International](#).

1. Read the Application Procedure information given below and the information under [Housing](#), and [Contact](#) before starting your application.
1. Create a personal account under [My Application](#).
2. Fill out the online application. You may save it and continue to work on it at a later date by logging into your personal account under [My Application](#).
3. Submit the application online.
4. Once submitted, print and save the pdf version of your application.
5. Affix a passport picture in the top right-hand corner.
6. Affix your signature at the end of the application.
7. The coordinator at your institution must sign and stamp the last page of the application.

Deadlines for Filling out the Online Application

1st semester and full academic year: Apply online by **April 30**

2nd semester: Apply online by **November 15**

2. Documents to Enclose with Your Application

All Exchange Students:

- [Learning agreement](#) detailing your choice of classes at Université de Nantes (required)
- Motivation Letter (in French; required)
- CV (in French; required)
- Recommendation letter from your academic advisor (in French or English; required for non European exchange programs only)
- Last 2 transcripts (required)
- Non-IRFFLE students must provide proof of proficiency in French attested by the French department at their home university or an official test/certificate with the student's level of proficiency.
- [French Support Classes Request Form](#) (optional)

3. Sending the Application and Documents

Please submit all documents in pdf.

⇒ If you are an Erasmus student or you're part of a European exchange program: please email and mail the application and documents

1st step: Email the application and learning agreement by:

1st semester and full academic year: April 30

2nd semester: November 15

Email: international.accueil@univ-nantes.fr

Ms. Patricia Torres-Gabillard

2nd Step - Post all the documents and your application by:

1st semester and full academic year: May 31

2nd semester: November 30

Postal address

Université de Nantes
Direction des relations internationales Mobilités entrantes
BP 13522
F - 44035 Nantes cedex 1



UNIVERSITÉ DE NANTES
DIRECTION DES RELATIONS
INTERNATIONALES
Pôle mobilité entrante

⇒ If you are a non-European exchange student: email the application and documents only

Email the documents by:

1st semester and full academic year: **May 15**

2nd semester: **November 15**

Email: international.accueil@univ-nantes.fr

Ms. Jelena Milojevic

4. Notification

You will receive an email confirmation upon reception of your application.

Once your application has been reviewed, you will be notified of the admission decision by the staff at the International Relations Office.

If you are admitted, an acceptance letter will be emailed and mailed (if you reside outside the Shengen Area) to you. If a residence hall room is reserved for you, the address will be written on the acceptance letter.

Further information concerning your stay in Nantes will be emailed to you by:

1st semester and full academic year: **July 1**

2nd semester: **December 10**

5. Contact Information

Erasmus and European Exchange Programs
Patricia Torres-Gabillard
international.accueil@univ-nantes.fr

Non-European Exchange Programs
Jelena Milojevic
international.accueil@univ-nantes.fr