

Steps of application procedure for « incoming exchange students » to ENSAPLV, academic year 2016-2017

ENSAPLV accepts the students who have been selected and nominated by their home university, according to bilateral exchange agreements.

Procedure :

1) The home university selects and nominates its students for ENSAPLV exchange program via Email in which following informations must be specified for each nominated student :

- FAMILY NAME
- First name
- Gender
- Date of birth
- Nationality
- Study level in ENSAPLV (First cycle or Second cycle)
- Exchange period (academic year)
- Start semester (1st Semester = September to end January, 2d Semestre = March to end of first week of July)
- Duration (number of semesters)
- Email

DEADLINE FOR nomination : May 3rd, 2016 for a study stay during 1st semester or whole year 2016-2017.

2) The selected student will receive from ENSAPLV a link so he can apply online :

The student will have to :

- Complete the online application form.
- **Upload** all the required documents :
 - > Photo of the student
 - > Copy of passport
 - > Draft learning agreement signed by applicant and home university representative
 - > Certificate attesting French ability level at the moment of the application
 - > Confirmation signed by the home university representative
 - > We **do not need** the letter of intent and transcripts of records
 - > **Do not send your application package by post.**
- Submit your online application

DEADLINE FOR online application : May 15th, 2016 for a study stay during 1st semester or whole year 2016-2017.

3) The letter of acceptance will be sent :

- By email to the student and home university
- By post to the International Office of the home university at the end of May if the student's mobility in ENSAPLV concerns the first semester or the whole academic year.