



Rennes 2 University  
International Office



**UNIVERSITÉ  
RENNES 2**

# **APPLICATION PROCEDURE**

Exchange students

**[WWW.UNIV-RENNES2.FR](http://WWW.UNIV-RENNES2.FR)**

Dear exchange student,

You will find in this document useful information related to your application for your studies at Rennes 2 University in 2018-2019.

Before registering online, please check with the International Office of your home university that an agreement has been signed with Rennes 2 University **for your field and level of studies**.



## USEFUL INFORMATION



First, please read the information below. It is very important that you understand the procedure.

**Application forms** to fill in:

[https://www.service4mobility.com/europe/BewerbungServlet?identifieur=RENNES02&kz\\_bew\\_pers=S&kz\\_bew\\_art=IN&sprache=en](https://www.service4mobility.com/europe/BewerbungServlet?identifieur=RENNES02&kz_bew_pers=S&kz_bew_art=IN&sprache=en)

**Useful information** about your arrival and your stay in Rennes: <http://www.univ-rennes2.fr/service-relations-internationales/etudiants-echange>

**Catalogue for courses** open to international exchange students: <http://www.univ-rennes2.fr/service-relations-internationales/guide-ects-enseignements>

If you have any question, please do not hesitate to contact: [sri-incoming@univ-rennes2.fr](mailto:sri-incoming@univ-rennes2.fr)

## APPLICATION PROCEDURE

**4 steps to apply:**

1- Make sure you read this information sheet

2- Fill in the following required documents on the online portal:

- **Application form 2018-2019** –available in French and English – signed by your coordinator in your home university
- **Provisional courses choice**, according to the online course catalogue 2017-2018

3 - Follow the procedure sent to you by email.

4 - Upload the documents on your online portal:

- Before **1<sup>st</sup> May** for a mobility during the 1<sup>st</sup> semester or the full academic year

- Before **1<sup>st</sup> October** for a mobility during the 2<sup>nd</sup> semester



## Application Forms

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Please fill in the online Application Form:

[https://www.service4mobility.com/europe/BewerbungServlet?identifiant=RENNES02&kz\\_bew\\_pers=S&kz\\_bew\\_art=IN&sprache=en](https://www.service4mobility.com/europe/BewerbungServlet?identifiant=RENNES02&kz_bew_pers=S&kz_bew_art=IN&sprache=en)

- You will then receive an email explaining the next steps of the procedure.

- **Print the PDF document**

**Warning:** You absolutely need to print a PDF document. If you only print a screen copy, and not the PDF document, your registration will be rejected!

- Then, **sign** the document, and also have it **signed and stamped by your home coordinator**
- **Upload it** on the Mobility Online portal **before the 1<sup>st</sup> May/1<sup>st</sup> October**.



## Provisional courses choice

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On the online portal, choose your provisional courses, in the course catalogue 2017-2018 **before the 1<sup>st</sup> May/October**.

Once it's done, the international office of Rennes 2 will check this choice. If it's correct, you will be able to download a signed learning agreement on your online portal

Print it and have it signed by your home coordinator.

Upload it, signed, to your online portal.

## French language level

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To attend courses and take exams successfully, you should have a B2 level.

If not, a minimum B1 level is required. You will then have to attend French proficiency evening courses (free of charge for 1 semester) on arrival.

If you have a proof of an official French language test, please send us a copy of it (TCF, DELF, DALF).

## Student social security (*could change in 2018-2019*)

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### EU students:

You have to upload online a copy of your European Health Insurance Card **before you arrive in Rennes**. It has to be **valid until the end of your study period**.






- If you cannot provide the copy of the card, you will have to pay the student health insurance (217€ for 2017-2018) to be registered at Rennes 2 University.

### Non-EU students:

- **You have to pay the student health insurance**, compulsory to be registered at the University (217€ for 2017-2018), even if you have already paid for another health insurance to get your visa.
- If you are over 28 years old, we advise you to subscribe to a private French social security as soon as you arrive. Without this compulsory document, you will not be allowed to register at the University.



## Common European Framework of Reference for Languages - Self-assessment grid

		<b>A1</b> Basic User	<b>A2</b> Basic User	<b>B1</b> Independent user	<b>B2</b> Independent user	<b>C1</b> Proficient user	<b>C2</b> Proficient user
<b>Understanding</b>	 Listening	I can understand familiar words and very basic phrases concerning myself, my family and immediate concrete surroundings when people speak slowly and clearly.	I can understand phrases and the highest frequency vocabulary related to areas of most immediate personal relevance (e.g. very basic personal and family information, shopping, local area, employment). I can catch the main point in short, clear, simple messages and announcements.	I can understand the main points of clear standard speech on familiar matters regularly encountered in work, school, leisure, etc. I can understand the main point of many radio or TV programmes on current affairs or topics of personal or professional interest when the delivery is relatively slow and clear.	I can understand extended speech and lectures and follow even complex lines of argument provided the topic is reasonably familiar. I can understand most TV news and current affairs programmes. I can understand the majority of films in standard dialect.	I can understand extended speech even when it is not clearly structured and when relationships are only implied and not signalled explicitly. I can understand television programmes and films without too much effort.	I have no difficulty in understanding any kind of spoken language, whether live or broadcast, even when delivered at fast native speed, provided I have some time to get familiar with the accent.
	 Reading	I can understand familiar names, words and very simple sentences, for example on notices and posters or in catalogues.	I can read very short, simple texts. I can find specific, predictable information in simple everyday material such as advertisements, prospectuses, menus and timetables and I can understand short simple personal letters.	I can understand texts that consist mainly of high frequency everyday or job-related language. I can understand the description of events, feelings and wishes in personal letters.	I can read articles and reports concerned with contemporary problems in which the writers adopt particular attitudes or viewpoints. I can understand contemporary literary prose.	I can understand long and complex factual and literary texts, appreciating distinctions of style. I can understand specialised articles and longer technical instructions, even when they do not relate to my field.	I can read with ease virtually all forms of the written language, including abstract, structurally or linguistically complex texts such as manuals, specialised articles and literary works.
<b>Speaking</b>	 Spoken interaction	I can interact in a simple way provided the other person is prepared to repeat or rephrase things at a slower rate of speech and help me formulate what I'm trying to say. I can ask and answer simple questions in areas of immediate need or on very familiar topics.	I can communicate in simple and routine tasks requiring a simple and direct exchange of information on familiar topics and activities. I can handle very short social exchanges, even though I can't usually understand enough to keep the conversation going myself.	I can deal with most situations likely to arise whilst travelling in an area where the language is spoken. I can enter unprepared into conversation on topics that are familiar, of personal interest or pertinent to everyday life (e.g. family, hobbies, work, travel and current events).	I can interact with a degree of fluency and spontaneity that makes regular interaction with native speakers quite possible. I can take an active part in discussion in familiar contexts, accounting for and sustaining my views.	I can express myself fluently and spontaneously without much obvious searching for expressions. I can use language flexibly and effectively for social and professional purposes. I can formulate ideas and opinions with precision and relate my contribution skilfully to those of other speakers.	I can take part effortlessly in any conversation or discussion and have a good familiarity with idiomatic expressions and colloquialisms. I can express myself fluently and convey finer shades of meaning precisely. If I do have a problem I can backtrack and restructure around the difficulty so smoothly that other people are hardly aware of it.
	 Spoken production	I can use simple phrases and sentences to describe where I live and people I know.	I can use a series of phrases and sentences to describe in simple terms my family and other people, living conditions, my educational background and my present or most recent job.	I can connect phrases in a simple way in order to describe experiences and events, my dreams, hopes and ambitions. I can briefly give reasons and explanations for opinions and plans. I can narrate a story or relate the plot of a book or film and describe my reactions.	I can present clear, detailed descriptions on a wide range of subjects related to my field of interest. I can explain a viewpoint on a topical issue giving the advantages and disadvantages of various options.	I can present clear, detailed descriptions of complex subjects integrating sub-themes, developing particular points and rounding off with an appropriate conclusion.	I can present a clear, smoothly-flowing description or argument in a style appropriate to the context and with an effective logical structure which helps the recipient to notice and remember significant points.
<b>Writing</b>	 Writing	I can write a short, simple postcard, for example sending holiday greetings. I can fill in forms with personal details, for example entering my name, nationality and address on a hotel registration form.	I can write short, simple notes and messages. I can write a very simple personal letter, for example thanking someone for something.	I can write simple connected text on topics which are familiar or of personal interest. I can write personal letters describing experiences and impressions.	I can write clear, detailed text on a wide range of subjects related to my interests. I can write an essay or report, passing on information or giving reasons in support of or against a particular point of view. I can write letters highlighting the personal significance of events and experiences.	I can express myself in clear, well-structured text, expressing points of view at some length. I can write about complex subjects in a letter, an essay or a report, underlining what I consider to be the salient issues. I can select a style appropriate to the reader in mind.	I can write clear, smoothly-flowing text in an appropriate style. I can write complex letters, reports or articles which present a case with an effective logical structure which helps the recipient to notice and remember significant points. I can write summaries and reviews of professional or literary works.

*Common European Framework of Reference for Languages (CEF): © Council of Europe*



We have a limited number of rooms dedicated to exchange students in residence halls.



### Confort rooms

These rooms are 9 square meters, with a multipurpose room (lavatory, washbasin, and shower), a refrigerator, a desk, a bed (mattress with undersheet), a chair, a wardrobe, shelves, and a bin.

There is one kitchen per floor with two sinks, eight hotplates, two microwaves and a breakfast nook.

2017-2018 fees: 244€ / month (Including the Internet)

### In addition

In each building, you can find a TV room, a leisure room, a soda vending machine, a phone box and a launderette.

### How to ask for a room?

You can ask for a room in your online application form. However, this is just a request. There is no guarantee that you will get the room you asked for. Please note that we apply the “first come, first served” policy.

**Warning:** You can ask for a room but this **is not compulsory**. You can find a room or flat by yourself if you prefer.

We offer this solution in order to help you, but **the University will not be held responsible** if the room does not correspond to your expectations.

### No change of residence halls will be allowed.

You will receive an answer (positive or negative) at the beginning of July for the 1st semester, and mid-December for the 2nd semester.

Indeed, we just act as an intermediary between the CROUS\* and you. It is no use asking directly the CROUS for a room.

Finally, the rooms are booked for a fixed period of stay, which means that, if you cancel your booking after the 20<sup>th</sup> August (1<sup>st</sup> semester) or after the 10<sup>th</sup> December (2<sup>d</sup> semester), you will have to pay the loan till the end of the month of the cancellation.

\* CROUS : Centre Régional des Œuvres Universitaires et Scolaires





### Arrival deadline

A Welcome week will be organized in September and January.  
You are required to attend it.

If you can't, because of circumstances out of your control, you have to provide a written proof of it.

**Warning: Any student who won't arrive before the end of the Welcome Week will be rejected.**

# LEARNING FRENCH AT RENNES 2 UNIVERSITY (CIREFE)

You can learn French through the CIREFE (Centre International Rennais d'Etudes de Français pour Etrangers). Classes are aimed at non Francophone students who wish to learn French and learn about French civilisation and culture.

The CIREFE offers:

- **French support courses:** 4 hours a week (**one semester free of charge** for all exchange students)
- **Intensive courses:** several levels of proficiency, 16 to 20 hours a week (**students have to pay** to attend these courses: see [www.univ-rennes2.fr/cirefe](http://www.univ-rennes2.fr/cirefe))

If you are interested in signing up for one of these courses you will have to take a proficiency test at the CIREFE on arrival.

Please note that the tests take place at the beginning of each semester. If you don't take the test, you will be unable to sign up for the course.

If you have a proof of an official French language test (TCF, DELF, DALF), please send us a copy of it.



# CHOICE OF COURSES IN THE DEPARTMENTS

After your Welcome week, you will have 2 weeks to try courses before your final registration.

## ECTS Guide

You can find on your online portal the course catalogue 2017-2018. This is a specific catalogue for exchange students. The course offer should be approximately the same for 2018-2019.

## Learning agreement – before the mobility

On your online portal, you can find the course catalogue.

Then, you have to choose your courses in the drop down menu before the **1<sup>st</sup> May/1<sup>st</sup> October**.

It will be checked by the International Office of Rennes 2.

If it's correct, you will be able to download it, signed by Rennes 2, in your online portal.

Print your learning agreement, have it signed and stamped by your home coordinator and upload it in your online portal.

Upload the signed version on your online portal.

This choice is provisional. It can be changed upon arrival.

## 2 departments maximum and/or CIREFE courses

International exchange students can choose their courses in 2 different departments.

However, the choice of courses has to respect the following rules: students have to choose at least 50% of their courses in the same field of studies as in their home university (which signed an agreement with Rennes 2 University).

The choice must take into account restrictions due to timetables or specific requirements of each department.

- Students who attend **proficiency evening courses** can also attend courses in the departments (fields of studies) during the day. These courses are free of charge for 1 semester for all exchange students and are credited with 5 ECTS if the students pass the exams.

- Students who attend intensive courses in French at the CIREFE (paying full time year courses) will only attend these courses and will not be able to attend courses taught in the departments.

## French language level

Students attend the same courses and the same exams as local students.

**Warning:** they should have at least a B2 level in French language, to attend courses taught in French and take exams successfully. If that is not the case, a B1 level is at least required. They will then have to attend a French proficiency evening courses (free of charge for 1 semester) on arrival.

## FIELDS OF STUDIES OFFERED AT RENNES 2 UNIVERSITY

UFR OF LANGUAGES	UFR OF ARTS- LITERATURE AND COMMUNICATION	UFR OF SOCIAL SCIENCES	UFR OF HUMAN SCIENCES	UFR OF SPORTS AND SPORTS SCIENCES
<b>Fields of studies :</b> <ul style="list-style-type: none"><li>• German</li><li>• English</li><li>• Breton and Celtic</li><li>• Spanish</li><li>• Arabic studies</li><li>• Chinese studies</li><li>• Italian</li><li>• Foreign languages applied to business or translation (LEA)</li><li>• Portuguese</li><li>• Russian</li></ul>	<b>Fields of studies :</b> <ul style="list-style-type: none"><li>• Visual Arts</li><li>• Performing arts</li><li>• Art history and archeology</li><li>• Communication</li><li>• Literature</li><li>• Music studies</li></ul>	<b>Fields of studies :</b> <ul style="list-style-type: none"><li>• Business administration (AES)</li><li>• Geography and spacial planning</li><li>• History</li><li>• Mathematics applied to Social Sciences (MASS)</li></ul>	<b>Fields of studies :</b> <ul style="list-style-type: none"><li>• Psychology</li><li>• Education sciences</li><li>• Sociology - Linguistics</li></ul>	<b>Fields of studies :</b> <ul style="list-style-type: none"><li>• Physical education and sports activities (STAPS)</li></ul>





### OPENING HOURS

Monday to Thursday : from 2pm to 5pm

Friday : from 1.30 pm to 4.30pm

### WEBSITE

[www.univ-rennes2.fr/international](http://www.univ-rennes2.fr/international)

### INTERNATIONAL OFFICE

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Metro : Métro Villejean-Université

CONCEPTION : SERVICE DES RELATIONS INTERNATIONALES, UNIVERSITÉ RENNES 2  
IMPRESSION : IMPRIMERIE DE L'UNIVERSITÉ RENNES 2 

March 2018



UNIVERSITÉ  
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