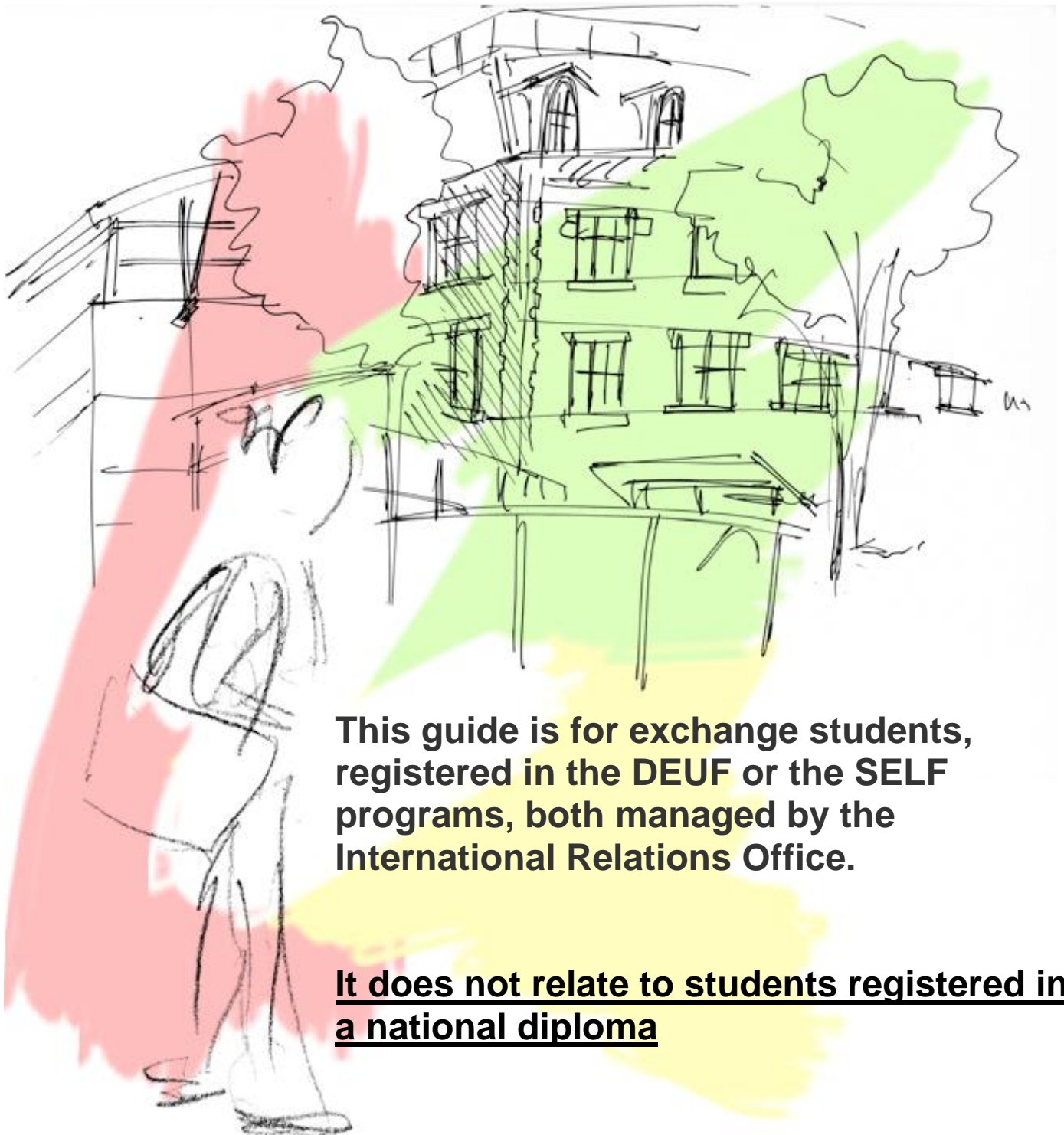




International Relations Office

# LYON 3 STUDENT GUIDE



**This guide is for exchange students, registered in the DEUF or the SELF programs, both managed by the International Relations Office.**

**It does not relate to students registered in a national diploma**

## The International Relations Office team in charge of Incoming Mobility is available to welcome you and to help you throughout the academic year

### International Office Head of Administration

Monique THIEVENAZ  
Té : 33 4 78 78 71 70  
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### Incoming Students Coordinator

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[Chantal.ortillez@univ-lyon3.fr](mailto:Chantal.ortillez@univ-lyon3.fr)

### Exchange Programme Coordinators

#### - United States, Canada

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#### - South America, Australia, New Zealand, Africa, Middle East countries

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#### - Italy, Spain, Portugal, Turkey, Greece, Cyprus

Mireille CORTICCHIATO  
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#### - The Nordic countries, Benelux, German-speaking countries

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[sophie.veron@univ-lyon3.fr](mailto:sophie.veron@univ-lyon3.fr)

#### - China, Korea, Taiwan, Vietnam, Japan

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[lucien.yang@univ-lyon3.fr](mailto:lucien.yang@univ-lyon3.fr)

### SELF Program Coordinator:

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Tel: 33 4 26 31 86 37/ Fax: 33 4 26 31 85 97  
[sophie.veron@univ-lyon3.fr](mailto:sophie.veron@univ-lyon3.fr)

### For your questions regarding:

#### - Housing:

Federico GARCIA BAENA  
Tel : 33 4 26 31 86 34/ Fax : 33 4 78 78 77 65  
[logementri@univ-lyon3.fr](mailto:logementri@univ-lyon3.fr)

#### - Residence Permit:

Mireille SERIEYS  
Tel: 33 4 78 78 73 41/ Fax : 33 4 78 78 77 65  
[mireille.seriesys@univ-lyon3.fr](mailto:mireille.seriesys@univ-lyon3.fr)

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**2011-2012 ACADEMIC YEAR  
SPRING SEMESTER STUDENTS**

**IMPORTANT STEPS FOR REGISTRATION  
AT UNIVERSITE JEAN MOULIN LYON 3**

<b>DATE</b>	<b>WHO ?</b>	<b>WHAT ?</b>	<b>TO WHOM ?</b>	<b>HOW ?</b>
<b>By October 30<sup>th</sup></b>	Sending institution	Full year and autumn/fall semester students nominations (see details in the E-mail)	Université Jean Moulin Lyon 3 International relations Office Coordinator's name :	By E-mail
<b>From October 1<sup>st</sup> to December 1<sup>st</sup></b>	Your Coordinator at Université Jean Moulin Lyon 3	Sending Acceptance Letters	To the sending institution	Scanned versions by E-mail and/or by post
<b>From October 10<sup>th</sup> to December 1<sup>st</sup></b>	Your Coordinator at Université Jean Moulin Lyon 3	Sending a login and a password	To all nominated students	By E-mail
<b>From 10<sup>th</sup> October onwards</b>	Interested students	Booking your accommodation (recomended)	Association Lyon III International Contact : <a href="mailto:logementri@univ-lyon3.fr">logementri@univ-lyon3.fr</a>	Online <a href="http://associnterlyon3.univ-lyon3.fr">http://associnterlyon3.univ-lyon3.fr</a>
<b>From October 28<sup>th</sup> to December 16<sup>th</sup></b>	Nominated European students	Filling out the Administrative Registration for European students	Université Jean Moulin Lyon 3 registration website Contact : Chantal ORTILLETZ <a href="mailto:chantal.ortilletz@univ-lyon3.fr">chantal.ortilletz@univ-lyon3.fr</a>	Online <a href="https://webinscription.univ-lyon3.fr/">https://webinscription.univ-lyon3.fr/</a>
<b>From October 28<sup>th</sup> to December 16<sup>th</sup></b>	Nominated European students	Sending all required documents for a student card to be made for European students : <ul style="list-style-type: none"> <li>• The Registration print-out</li> <li>• 1 ID picture</li> <li>• A copy of passport or a copy of Birth Certificate</li> <li>• A copy of European Health card</li> </ul>	Université Jean Moulin Lyon 3 Service des relations internationales (inscription) 6 cours Albert Thomas 69008 Lyon Contact : Chantal ORTILLETZ <a href="mailto:chantal.ortilletz@univ-lyon3.fr">chantal.ortilletz@univ-lyon3.fr</a>	By mail
<b>From October 28<sup>th</sup> to December 16<sup>th</sup></b>	Nominated Non-European students	Filling out the Administrative Registration for non-European students	Université Jean Moulin Lyon 3 registration website Contact : Chantal ORTILLETZ <a href="mailto:chantal.ortilletz@univ-lyon3.fr">chantal.ortilletz@univ-lyon3.fr</a>	Online <a href="https://webinscription.univ-lyon3.fr/">https://webinscription.univ-lyon3.fr/</a>
<b>From October 28<sup>th</sup> to December 16<sup>th</sup></b>	Nominated Non-European students	Paying French Social Security (around 200 Euros) by Credit Card (American Express not accepted)	Université Jean Moulin Lyon 3 registration web site Contact : Chantal ORTILLETZ	Online <a href="https://webinscription.univ-lyon3.fr/">https://webinscription.univ-lyon3.fr/</a>

			<a href="mailto:chantal.ortillez@univ-lyon3.fr">chantal.ortillez@univ-lyon3.fr</a>	<a href="http://lyon3.fr/">lyon3.fr/</a>
<b>From October 28<sup>th</sup> to December 16<sup>th</sup></b>	Nominated Non-European students	Sending all required documents for a student card to be made for non-European students : <ul style="list-style-type: none"> <li>• The Registration print-out</li> <li>• 1 ID picture</li> <li>• A copy of passport or a copy of Birth Certificate</li> </ul>	Université Jean Moulin Lyon 3 Service des relations internationales (inscription) 6 cours Albert Thomas 69008 Lyon Contact : Chantal ORTILLETZ <a href="mailto:chantal.ortillez@univ-lyon3.fr">chantal.ortillez@univ-lyon3.fr</a>	By mail
<b>From November 1<sup>st</sup> to November 30<sup>th</sup></b>	SELF students	SELF course selection form will be sent to the students	SELF Office Contact : Sophie VERON <a href="mailto:sophie.veron@univ-lyon3.fr">sophie.veron@univ-lyon3.fr</a>	By mail
<b>UNIVERSITY WINTER BREAK FROM FEBRUARY 19<sup>th</sup> TO FEBRUARY 26<sup>th</sup></b> <b>EASTER : APRIL 8<sup>TH</sup> TO APRIL 15<sup>TH</sup></b> <b>Please, note that your e-mails will not be answered during those periods.</b>				
<b>January 3<sup>rd</sup></b>	Students preregistered for the SELF programme (Integration period)	Arriving at the university	International Relations Office Welcome desk	Université Jean Moulin Lyon 3 Service des relations internationales 6 cours Albert Thomas 69008 Lyon
<b>From January 9<sup>th</sup> to January 14<sup>th</sup>/20<sup>th</sup></b>	Students preregistered for the SELF programme (Integration period)	Validating the choice of courses (according to available places)	SELF Office Contact : Sophie VERON <a href="mailto:sophie.veron@univ-lyon3.fr">sophie.veron@univ-lyon3.fr</a>	
<b>From January 3<sup>rd</sup> to January 15<sup>th</sup></b>	DEUF programme students (courses in French)	Arriving at the university	International Relations Office Welcome desk	Université Jean Moulin Lyon 3 Service des relations internationales 6 cours Albert Thomas 69008 Lyon
<b>From January 3<sup>rd</sup> onwards</b>	Non-European students	Sorting out the Residence permit (Titre de Séjour)	Contact : Mireille SERIEYS <a href="mailto:mireille.serieys@univ-lyon3.fr">mireille.serieys@univ-lyon3.fr</a>	International Relations Office
<b>SELF STUDENTS: 3<sup>TH</sup> JANUARY: DEADLINE FOR ARRIVALS</b>				
<b>DEUF students : JANUARY 30<sup>th</sup>: DEADLINE FOR LATE ARRIVALS</b>				



# COMING TO LYON

Accommodation – Health–  
Money – Transport –  
University Jean Moulin Lyon 3  
Everyday life information

## BEFORE LEAVING

### MONEY

The most practical solution is to open a French bank account in Lyon. The International Office can advise you in such matters upon your arrival. In the meantime, please ensure you have enough money for necessary purchases. A small amount of cash and a credit card or traveller's cheques should do the job.



- **Magnetic cards are rarely used in France. In general the French system uses chip credit cards (*cartes à puce*).**
- **For International money transfers to your French bank account, please do not forget to ask your home bank for your IBAN (International Bank Account Number).**

### SECURITY / FLIGHT TO LYON / WHEN TO ARRIVE?

**Please take great care of your luggage and other personal belongings when travelling and when arriving at Lyon Airport.**

Before booking your flight, please take the following into account:

- **The Academic Calendar ([available for download on the website in June](#))**

It gives you details about when the academic year starts, including when **compulsory information days** are scheduled, the dates of orientation classes held by the Association Lyon III International and when university classes begin.



#### **Check the availability of your accommodation**

If you have chosen to have accommodation through the Association Lyon III International, you should contact: [logementri@univ-lyon3.fr](mailto:logementri@univ-lyon3.fr)

It is better to arrive in France a few days before the beginning of term, so you have time to settle.

→ [Avoid arriving in Lyon on the weekend or after 4 pm because the university offices and the student residences are closed.](#)

[If you are to arrive after the opening hours \(university and student residences\), you can find a list of hotels on page 8, provided for information purposes only.](#)

### **A final piece of advice....**

When travelling, please remember to keep an eye on your personal belongings and all your official documents and keep a photocopy of each.

It is also advisable to keep a list of the phone numbers and email addresses of people to be contacted in case of emergency.

Please do not hesitate to contact the International office if you have a problem.





### ► Directions From Part-Dieu or Perrache railway stations to Lyon 3

The Part-Dieu railway station is the closest to the university's main campus (la Manufacture des Tabacs). Both stations are located in the town centre.

→ From Perrache: take the A metro (the red line) towards Laurent Bonnevey and change at Bellecour (two stops only) for **the D metro** (the green line) towards Vénissieux and get off **at Sans Souci** (four stops).

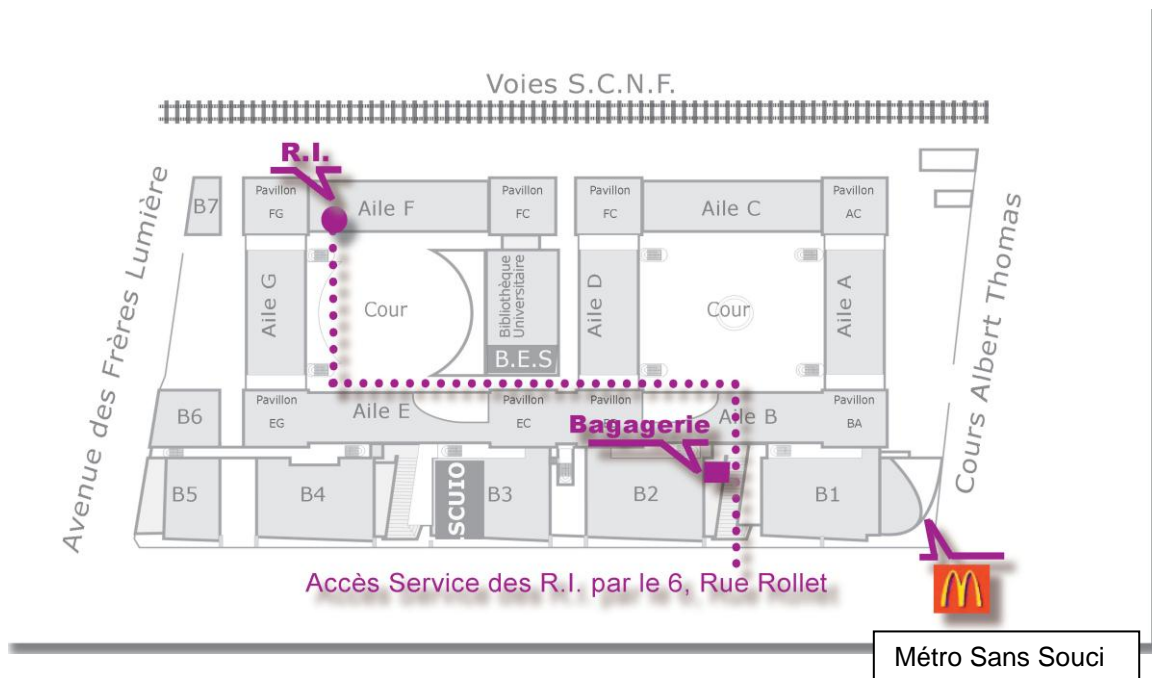
→ From la Part-Dieu: take the D metro (the blue line) towards Stade de Gerland and change at Saxe Gambetta (two stops) for **the D metro** (the green line) towards Vénissieux and get off **at Sans Souci** (two stops).

### ► Directions to the International Office

**Monday to Friday, 9 am to 12 am and 2 pm to 5 pm**

**Address: Manufacture des tabacs – 6 cours Albert Thomas, 69008 Lyon**

**If you take the 6 rue Rollet entrance, you'll find a Left Luggage Service where you can briefly leave your luggage from Monday to Friday, from 8 am to 6 pm.**



Map of the Manufacture des Tabacs Campus

### ► Directions to the city centre

Go the Part-Dieu or Perrache railway stations and consult the TCL map.

→ [Get more details about the Lyon Transport System at www.tcl.fr](http://www.tcl.fr)

Please find on page 7 a map describing the way from the metro to the university.

## ACCOMMODATION ON THE FIRST NIGHT

### Be careful!!

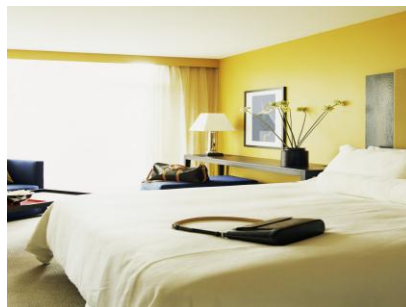
The Halls of residence are closed after 3.30 pm (on the week-end and public holidays (see page 20)

- You have pre-booked your accommodation and you arrive at the International Office before 3.30 pm: see the person in charge of the accommodation who will give you all the information you need regarding your student residence as well as all the necessary documentation thus allowing you entry to your accommodation the same evening.

However you might have to **wait for a while**. Exchange students arrive at the same time and each student wishes to enter their accommodation as quickly as possible. We understand that travelling is tiring, but we ask you to bear with us as we try to provide the same warm welcome to all students.

- Some accommodation leases begin on the first of the month. If you arrive towards the end of the preceding month, you will probably have to stay in a youth hostel or a hotel for a couple of nights.

- If you have not pre-booked your accommodation or if you arrive after 3.30 pm: here is a sample list of hotels and youth hostels where you can stay for the first few nights.



### HOTELS / (fare per night)

#### Hôtel Iris

36 rue de l'Arbre Sec 69001 Lyon [www.iris.fr](http://www.iris.fr)  
04 78 39 93 80

#### Hôtel St Pierre des Terreaux

8 rue Paul Chenavard  
69001 Lyon  
04 78 28 24 61  
47 à 57 euros

#### Hôtel du Dauphiné

3 rue Duhamel - 69002 Lyon  
(Proximité gare de Perrache)  
04 78 37 24 19  
36 à 58 euros

#### Résid'Hôtel

79 Bd Marius Vivier Merle  
69003 Lyon  
(Proximité Gare de La Part Dieu)  
[www.residhotel.com](http://www.residhotel.com)  
04 72 91 42 52  
85 euros

#### B&B

93 cours Gambetta – 69003 Lyon,  
[www.hotelbb.com](http://www.hotelbb.com)  
(1,2 ou 3 personnes)  
04 78 62 77 72  
50 euros en semaine – 44. euros week-end

#### Ibis Université

51, rue de l'Université  
69007 Lyon  
[www.ibishotel.com](http://www.ibishotel.com)  
04 78 72 78 42  
91 euros

#### Centre international de séjour de Lyon (CISL)

46 rue Commandant Pégoud  
69008 Lyon  
[www.cis-lyon.com](http://www.cis-lyon.com)  
04 37 90 42 42  
29,50 € en semaine  
23,60 € le week-end

### YOUTH HOSTELS

41 montée Chemin Neuf  
69005 Lyon  
04 78 15 05 50  
18 € + 11 € (carte membre)

## BOOKING YOUR ACCOMMODATION

Lyon is a very large city and finding accommodation can sometimes be difficult. The International office at the university can help you thanks to its housing office, which is part of the **Lyon III International Association**. Therefore, if you wish, it is possible to get accommodation either in a private residence or with a host family. You may also be able to find accommodation with the CROUS (Warning! Few places available !)

Please, note that there is no on-campus accommodation. University housing is located all over the city.

**Neither our university nor the Lyon III International Association own any accommodation and decline all responsibility as for the price of rent, the extra costs or the the room inspection.**

**The Lyon III International Association is the link between the students and the Halls of residences. It is in permanent contact with the residences and helps all exchange students in need of housing assistance.**

Detailed information on each private residence is available on the website:

<http://associnterlyon3.univ-lyon3.fr/logement/aide-trouver-logement/redicence-privee/fr/>

**It is essential that you read this information carefully so you know exactly how much you will have to pay upon arrival and so that you are aware of the formalities that you may have to carry out (for example: opening up a personal account with GDF – Gaz de France).**

**It is also essential that you fill in the form on the Association's website.**

**Your enrolment will only be confirmed once you have paid the Association:**

- 10 euros (membership fee)
- 20 euros (administrative fee)
- 305 euros (reservation fee): this sum will either be paid back to the student or to the residence and taken off one month's rent or paid back directly (see the residence descriptions). For the CROUS, if the room remains vacant the sum will not be refunded to the student.

**Housing office: (email : [logementri@univ-lyon3.fr](mailto:logementri@univ-lyon3.fr)) will only take your accommodation request into account after receipt of payment.**

### Glossary

**Frais de dossier = administrative fees:** Be aware that each residence works differently and has the right to ask for « administrative fees ». These fees vary according to the residence. They cover the administrative running of the residence, the room inspections done upon arrival and on departure and the repairs carried out in communal areas etc.

**Caution = deposit:** It is a sum that generally corresponds to about two month 's rent and must be paid to the landlord before moving in. It is given back to the student two months after the room inspection done on departure, as long as the inventory is correct. **This deposit is not the same as the 305 euros paid to the Association in order to reserve the accommodation.**

**Etat des lieux = obligatory room inspection:** This is the detailed inventory (crockery, furniture, etc) drawn up between you and the landlord or his/her representative at the residence. **It must be as accurate as possible in order to avoid any dispute at the end of the tenancy. It must be carried out both upon arrival at the residence and on departure.**

**Taxe d'habitation = council tax:** In France, council tax is imposable on anyone whose name appears on the lease from 1<sup>er</sup> January of each year. **This tax is not always included in the residence's administrative fees. Students receive a bill once they have returned to their home countries. The amount is approximately equal to one month's rent.**

**Allocation logement = housing benefit:**

Every student in France can ask for housing benefit from the Caisse d'Allocations Familiales (CAFAL – 67 Boulevard Vivier Merle 69409 Lyon). You can apply whether you are a European student or a non-European exchange student with a residence permit.

You can only request housing benefit once you have signed the lease and obtained your residence permit. **The words “carte de séjour à solliciter dès l'arrivée” (residence permit to be applied upon arrival) must appear on your visa and not “dispense temporaire de carte de séjour” (temporarily exempt from residence permit).** In the latter case, you will not be able to apply for your residence permit and so will not be able to apply for housing benefit.

<http://www.caf.fr/wps/portal/votrecaf/69>

**Assurance habitation = housing insurance:**

**This insurance is compulsory in France.** You must therefore purchase housing insurance upon arrival in order to be able to move into your accommodation. Those in charge of Housing will tell you how to do so. In general it also covers the civil liability insurance that you need in order to register at the university.

**Assurance responsabilité civile = Civil liability insurance:** This insurance covers damage you might cause to another person, or to another person's property. This insurance is compulsory for students wishing to practice sports. All international exchange students should provide proof of civil liability insurance upon arrival in order to register at the university.

# WELCOME TO JEAN MOULIN LYON 3 UNIVERSITY

The University Jean Moulin Lyon  
3 -

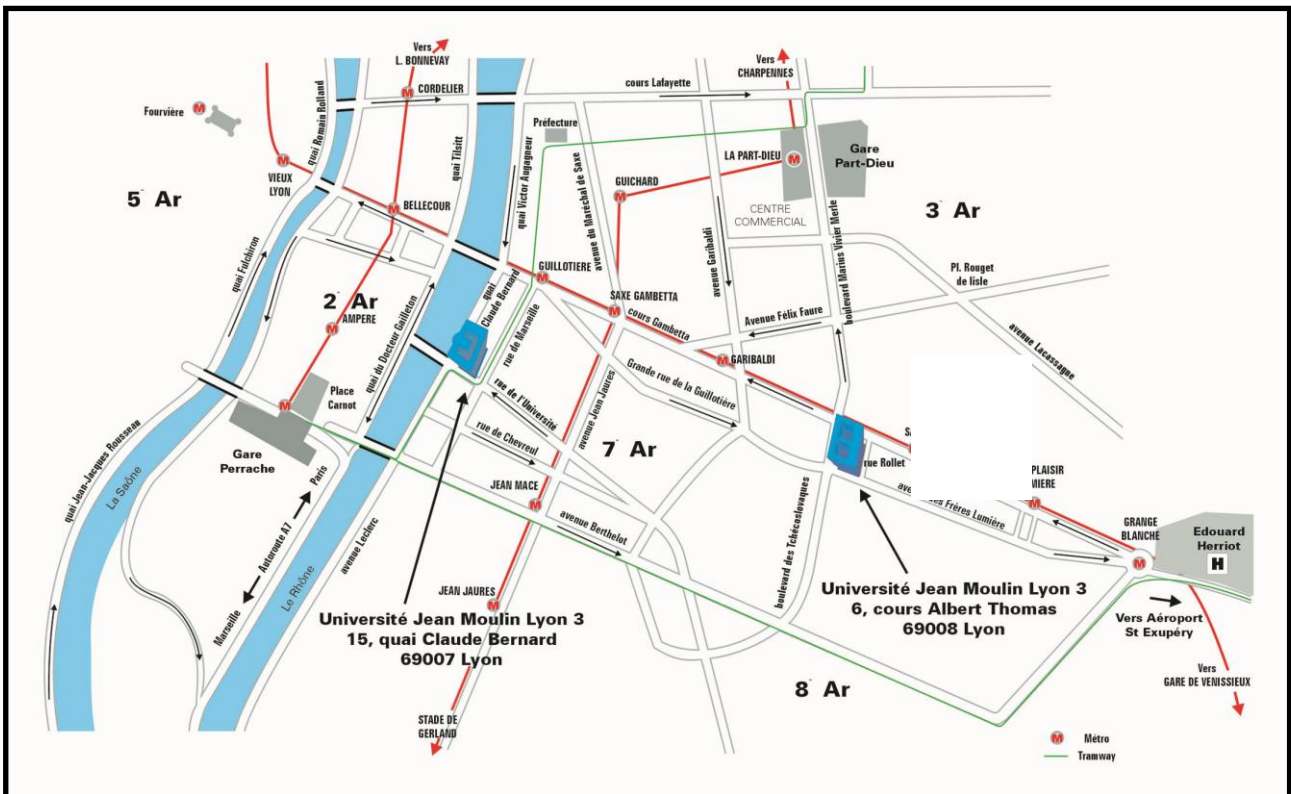
Administrative registration –

Academic registration –

Residence permit – Health -

Student life in the university

# JEAN MOULIN LYON 3 UNIVERSITY



The university comprises six faculties and institutes...

- The Law School
- The Business School (IAE)
- The Faculty of Humanities
- The Faculty of Languages
- The Faculty of Philosophy
- The Institute of Technology

... and has two main campuses :

## La Manufacture des Tabacs (« La Manu »)

Classes in the following faculties and institutes take place at la Manufacture des Tabacs.

- The Law School (1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> year)
- The Business School (IAE)
- The Faculty of Languages,
- The Faculty of Literature (1<sup>st</sup> and 2<sup>nd</sup> year)
- The Institute of Technology (IUT)

• The Presidency, the Central Administration and the International Relations Office are located at:  
**6 cours Albert Thomas, 6-18 rue Rollet, 69008 Lyon**  
**Access: Metro: D line, stop: Sans Souci**



## Quais Claude Bernard (« les Quais ») campus:

- The Presidency, the IAE Research Centre
- The Law School 4th, 5th year courses
- The Faculty of Philosophy courses

Address: place 15 quai Claude Bernard, 69007 Lyon

Access: Metro D line, stop: Guillotière, Tramway T1, stop: Rue de l'Université.

## 7 rue Chevreul, 69007 Lyon

•3<sup>rd</sup> and 4<sup>th</sup> year Humanities courses take place at:  
 7 rue Chevreul, 69007, Lyon,

Access: metro D line, stop: Guillotière, Tramway T1, stop: Rue de l'Université



## ADMINISTRATIVE REGISTRATION

(Contact: Chantal ORTILLETZ – [ortilletz@univ-lyon3.fr](mailto:ortilletz@univ-lyon3.fr))

### The student card

If you have followed the registration procedure sent to your personal email address, you will receive **your student card upon arrival**. It is multifunctional and is called a CUMUL card. It allows you to pay for meals at the university restaurants, to borrow books and documents from the university libraries and to pay for your shopping in sales outlets accepting Monéo (please see more details on this last application upon arrival).



### The Information day

#### **All students must attend the Information days.**

Information days take place as follows: Meeting as for all useful information for your stay, the French test, Meeting on all course matters. See the dates on the Academic calendar on the website (in June).

<http://www.univ-lyon3.fr/fr/international/venir-etudier-a-lyon-3/en-programme-d-echange/>

### SELF program two-week integration course

Two integration weeks are organised for students registered in the SELF program and for those who will be attending courses in English.

Contact person: Martine PES [martine.pes@univ-lyon3.fr](mailto:martine.pes@univ-lyon3.fr)

### The orientation course **(only for the students registered for the DEUF Program)**

#### **Fulltime SELF students cannot take the Orientation Course.**

Orientation courses take place in the following academic fields of study: business, literature, foreign languages and law.

The orientation classes are designed to prepare exchange students for university courses in France.

**The Orientation courses are not compulsory, but are strongly recommended.**  
**Fees: 210 Euros (includes classes, trips and various activities)**

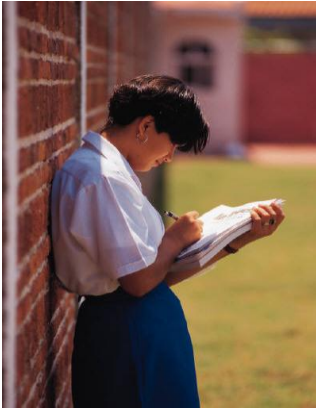
For more information: <http://associnterlyon3.univ-lyon3.fr/>



# ACADEMIC REGISTRATION

## Studying at Lyon 3

On the Jean Moulin Lyon 3 University website you'll find all the information you may be interested in regarding the French university system and the programs for exchange students (DEUF and SELF).



## Choice of courses on the DEUF Program

(Contact: Chantal ORTILLETZ – [chantal.ortilletz@univ-lyon3.fr](mailto:chantal.ortilletz@univ-lyon3.fr))

**Academic registration** in courses you will follow during your study period at Lyon 3 is **compulsory and is done after your arrival**. (More information on this will be given during the Information Meetings).

**After you arrive an academic tutor** in your field of study will be available to help you choose your courses and draw up your timetable.

The office hours of these academic tutors will be posted up at the International Relations Office.

### You have to register for courses online

For European students (ERASMUS), you must also fill out your Learning Agreement, have it signed by your academic tutor here at Lyon 3 and then send it back to your home university.

**You will have the possibility of changing your courses twice by 9th October at the latest (in the 1st semester), by the 9 February (in the 2<sup>nd</sup> semester).**

**You will validate your final choices by 30 November (1st semester), and by 31 March (2<sup>nd</sup> semester).**

## Choice of courses on the SELF Program

(Contact : Martine PES – [martine.pes@univ-lyon3.fr](mailto:martine.pes@univ-lyon3.fr))

You must fill out the SELF application form, which is on the university website. You can choose a minimum of 4 courses. **Attention: you must also contact your program coordinator (see page 1 for more details) and inform them of your application to the SELF program.**

All students enrolled for the SELF programme should make an initial choice of courses  
Please, click on the link here below:

- From June 1<sup>st</sup> to June 30<sup>th</sup> for the autumn semester (September) registration
- From November 1<sup>st</sup> to November 30<sup>th</sup> for the spring semester (January) registration

**N.B. Courses are to be chosen before the Administrative Registration.**

### - Available SELF Courses:

<http://www.univ-lyon3.fr/fr/international/venir-etudier-a-lyon-3/self-study-in-english-lyon-france--482555.kjsp?RH=ZYZYZYZYZYZYZYZYZYZY&DETAIL=1>

- **SELF Online Application Form:** <http://www.univ-lyon3.fr/fr/international/venir-etudier-a-lyon-3/en-programme-d-echange/self-program-in-english-/self-program-application-form--435921.kjsp?RH=INS-INTEvenj>

# RESIDENCE PERMIT

(contact : Lucien YANG – [lucien.yang@univ-lyon3.fr](mailto:lucien.yang@univ-lyon3.fr))

Also known as a « titre de séjour » or « carte de séjour », the residence permit is issued by the police head quarters (« Préfecture »).

## THIS DOES NOT APPLY FOR EUROPEAN STUDENTS

## IT APPLIES FOR ALL NON EUROPEAN STUDENTS OR EUROPEAN STUDENTS WHO'S PLACE OF RESIDENCE IS OUTSIDE EUROPE.



- **Stay for one semester or for the full year :**

As from 2009 June 1<sup>st</sup>, an easier process to obtain a long term visa enables you not to apply for residence permit.

After receiving their student card, students have to contact Lucien YANG at the international office and bring **the following required documents:**

- the document of “demande d’attestation de l’Office Français de l’Immigration et de l’Intégration (OFII)”
- copy of the Passport: picture and visa with stamp of entry in France
- one passport photo
- proof of residency (less than 3 months old)
- 55 Euros revenue stamp (“Timbre fiscal”)

**Medical appointment and visa’s validation:** The University Jean Moulin Lyon 3 will send all the documents to the OFII. The OFII will contact the students. **Please, comply with the date and the time of the appointment.**

## HEALTH

The French health system is based upon the so-called Social Security (Sécurité Sociale) which every student in France must join. It is available as from 1<sup>st</sup> October to September 30<sup>th</sup> during the academic year. For more information, consult the website [www.lyoncampus.org](http://www.lyoncampus.org).

### For your stay in France:

#### ➤ Students from the European Union:

You should bring a copy of your European Health Insurance Card (carte européenne d'assurance maladie) or private medical insurance (contrat d'assurance santé privé).

#### ➤ Non European Students and European Students who do not live in Europe:

For the Students staying more than 3 months, upon registration, **you must also enrol in the French Student Health Insurance Scheme (la Sécurité Sociale étudiante française) and pay the sum of 200 Euros (price for 2010-2011)**. You can pay online by credit card (American Express card not accepted). Even if you have private medical insurance in your country, this will not be accepted for your enrolment in a French university: **you must enrol in the French Student health insurance scheme**. This doesn't concern students aged over 28.

**If you have a Vaccination card, make sure you take it with you.**

### HOW TO GET A REFUND?

#### ➤ Non European students:

You must send your Treatment document or "Feuille de Soins" (provided by the doctor with your RIB (Relevé d'identité bancaire) and a copy of your student card to the following address:

**SMERRA**, 42 rue Jaboulay, 69007 Lyon or  
**LMDE**, 19 rue de Marseille, 69007 Lyon

#### ➤ European Students:

For the first refund you must go personally to the Social Security centre with your documents treatment sheet (see above), RIB, copy of European Health Insurance Card and copy of student card at the following address :

**CPAM de Lyon**  
Division des relations internationales  
12 rue d'Aubigny 69003 Lyon  
(Monday to Friday, from 8.30 am to 4.30 pm).

Any following request for a refund is to be sent by post.

### **Student medical center**

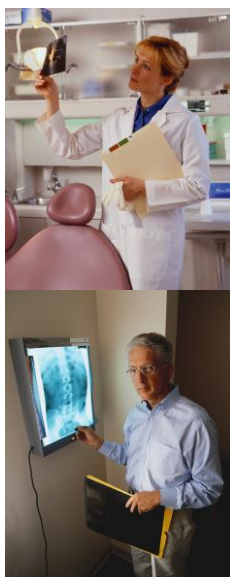
The « Service de Médecine Préventive et de Promotion de la Santé » is available for all students at Lyon 3. Several other services at the Student Medical Centre are at your disposal, in particular a psychologist who offers free dietary, psychiatric and psychological consultations.

To get an appointment, please call: 04 78 78 79 83  
Opening hours: 8.30 am to 12.30 and 13.30 to 17 pm  
18 rue Rollet, 69008 Lyon

Health check-ups are available for all students on appointment: 04 78 78 79 83

Anonymous and free of charge AIDS and Hepatitis screening: 04 78 78 78 80

<http://www.univ-lyon3.fr/fr/international/venir-etudier-a-lyon-3/>



## COMPUTER FACILITIES

The University provides several computer rooms (with over a hundred computers in free access, rooms 266 and 310) and internet access. La Manufacture des Tabacs campus is equipped with a high speed broadband secure WIFI connexion enabling students to connect via their laptop to both the internet and the Lyon 3 Intranet (in order to remain up-to-date with university news and events).

Upon registration, each student is given a personal email address and shown on the student card. Students can use their email addresses for personal benefit and for contacting the university. Likewise the university will use these addresses for contacting students and sending them information throughout the year. On this matter, a short training course will be provided on your arrival.

Intranet connexion addresses: [www.univ-lyon3.fr](http://www.univ-lyon3.fr), click on "se connecter à l'intranet", direct student address: <http://net3.univ-lyon3.fr>.

If you have a problem concerning your user name and/or password, or any other IT question, send an email to [sosent@univ-lyon3.fr](mailto:sosent@univ-lyon3.fr)

## LANGUAGE CENTRE

The Language Centre (La Maison des Langues) offers students the possibility to study on their own over 30 languages including French as a foreign language (FLE – Français Langues Etrangère).

Manufacture des Tabacs Campus (room 219)  
Tél: 04 78 7 8 73 87  
E-mail: [maisondeslangues@univ-lyon3.fr](mailto:maisondeslangues@univ-lyon3.fr)  
From Monday to Tuesday 8.am am – 7 pm  
Friday 8.00 am 6 pm

## UNIVERSITY ORGANISATIONS



An association for you !

Lyon III International (<http://associnterlyon3.univ-lyon3.fr>) helps students to find accommodation and also to integrate Lyon3 life through orientation classes and the « Buddy system ». The association organises various events and evenings throughout the year as well.

The University of Jean Moulin Lyon 3 has a lot of student organisations including students clubs, subject and degree clubs, cultural organisations, sports clubs, community clubs, unions...

## LIBRARIES

The university libraries hold hard copies as well as database documentation, and provide various research services.



### Borrowing

When you obtain your student card, you may borrow up to 7 books during 14 days in the three university libraries.

### The online catalogue

The online catalogue lists information regarding the availability of items in the university libraries. The collection contains over 313.000 books and 500 periodicals. The catalogue allows users to identify and locate items. It also indicates availability and return date. You may access the catalogue via the university website, "bibliothèques" section, or directly at <http://scd.univ-lyon3.fr>

### Manufacture des Tabacs library

Access: 6 et 18 rue Rollet 69 008 Lyon

Hours: 8.30 am – 7 pm (Monday to Friday), 9.30 am - 1 pm (Saturday)

Collection: Law, Arts and Humanities (Licence = undergraduate), Management (Licence - research)

Contact: 04 78 78 79 20

[scd.manu@univ-lyon3.fr](mailto:scd.manu@univ-lyon3.fr)



### Interuniversity research library (arts and humanities)

Access: 5 Parvis René Descartes 69 007 Lyon

Hours: - 9am – 7 pm (Monday to Friday) et 9am – 5 pm (Saturday)

Collection : Litterature (Doctorat et Research)

Contact: tel 04 37 37 65 00

<http://scd.univ-lyon3.fr>

### Law research library (campus des quais)

Access: 15 Quai Claude Bernard 69 007 Lyon, entrée par l'aile Richelieu, 2e étage

Hours: 8.30 am – 7 pm (Monday to Friday) 9.30 am – 5 pm (Saturday)

Collection : Law and politics sciences as from Master

Contact: 04 78 78 70 56

[scd.brd@univ-lyon3.fr](mailto:scd.brd@univ-lyon3.fr)

### Campus des quais

Access: 13 rue Bancel 69 007 Lyon

Hours: 8.30 am – 7 pm (Monday to Friday)

Collection : Humanities (Licence, Concours) ;

Langues slaves et est-asiatiques (Master - Research)

ILCSA - Institut de Langues et Cultures Slave et Asiatique

Contact - 04 37 65 40 20

[scd.bl@univ-lyon3.fr](mailto:scd.bl@univ-lyon3.fr)

## SPORT

**A healthy mind in a healthy body! You pay 35 Euros only (2010-2011 fare) for over 35 activities all year long.**



Basketball - football - handball - hockey - rugby - volleyball - water-polo - athletics - rowing – dancing (modern jazz, ballroom dancing) – horse-riding - climbing - golf - gymnastics - bodybuilding - steps - aerobic - street dancing - swimming – diving - skiing – squash - badminton - tennis de table - tennis – French boxing - judo - aikido - karate - taekwondo...

**All levels : Beginners, Intermediate, Advanced and Competition!**

Various courses are organised (skiing, Dancing) as well as days out : Journée du Sport Lyon 3, Skiing and Snowboarding trips, Adventure sports...

The sports centers are on or near the Manufacture des Tabacs campus : Halle Vivier Merle, Halle Laënnec, 3 D, gymnase L. Jouhaux-Garibaldi.

You can also join an international football team. For more information, contact Chantal ORTILLET at the International Relations office.

**Manufacture des Tabacs, Sports office**

**Tel: 04 78 78 78 50**

**E-mail: [sport@univ-lyon3.fr](mailto:sport@univ-lyon3.fr)**

**From Monday to Friday, 9 am to 4.30 pm**

## CULTURE



For information on free events or discounts for students on concerts, theatre, cinema, opera, exhibitions, museums, meetings, as well as theatre, orchestra and piano workshops and practice areas, please contact:

**Point Culture, 18 rue Rollet**

**Tel: 04 78 78 78 00**

**E-mail: [culture@univ-lyon3.fr](mailto:culture@univ-lyon3.fr)**

**Opening Hours:**

**Monday: 2pm to 5pm**

**Tuesday, Wednesday and Thursday: 9am to 4pm**

**Friday: 9.30 to 12pm**

## FOOD

**Within the Manufacture des Tabacs, several places welcome you:**



- **The Resto'U de la Manu**, G wing basement  
Opening Hours: Monday to Friday, 11 am to 2.15 pm
- **The Club Caf'et de la Manu**, Espace Nord  
Opening Hours: 7.30 am to 6 pm (Friday, closed 5 pm)
- **The Bistrot de la Manu**, North court yard basement  
Opening Hours: 7.30 am to 6 pm (Friday, closed 5 pm)

**Various independent snack bars are dotted around the Manufacture des Tabacs campus.**

# ADDITIONNAL INFORMATION

Embassies and Consulates Contact  
Details

## EMBASSIES AND CONSULATES

**We recommend you indicate to your embassy or consulate that you are staying in Lyon.**

### Consulates and embassies in Lyon

**Consulat d'Algérie**  
7 r Vauban 69006 Lyon  
**04 72 83 85 50**

**Consulat Général d'Allemagne**  
33 bd Belges 69006 Lyon  
**04 72 69 98 98**

**Consulat d'Autriche**  
27 r Villette 69003 Lyon  
**06 30 93 92 74**

**Consulat de Belgique**  
8 r République 69001 Lyon  
**04 78 62 67 38**

**Consulat Honoraire du Brésil**  
68 ter r Chazière 69004 Lyon  
**04 78 39 43 29**

**Consulat du Canada**  
17 r Bourgelat 69002 Lyon  
**04 72 77 64 07**

**Consulat de Côte d'Ivoire**  
5 cours Franklin Roosevelt 69006 Lyon  
**04 72 43 92 33**

**Consulat Royal du Danemark**  
45 avenue Leclerc 69007 Lyon  
**04 78 95 08 05**

**Consulat Général d'Espagne**  
1 r Louis Guérin 69100 Villeurbanne  
**04 78 89 64 15**

**Consulat des Etats-Unis**  
1 quai Jules Courmont 69002 Lyon  
**04 78 38 36 88**

**Consulat de Finlande**  
63 montée Chemin Neuf 69005 Lyon  
**04 78 36 72 76**

**Consulat Général de Grande-Bretagne**  
24 r Childebert 69002 Lyon  
**04 72 77 81 70**

**Consulat de Grèce**  
7 r Barrême 69006 Lyon  
**04 78 89 22 50**

**Ambassade d'Italie**  
5 r Commdt Faurax 69006 Lyon  
**04 37 47 83 78**

**Consulat de Madagascar**  
130 rue de Sèze 69006 Lyon  
**04 37 24 16 56**

**Consulat du Maroc**  
2 r Carry 69003 Lyon  
**04 72 36 96 17**

**Consulat du Mexique**  
6 place Bellecour, 69002 Lyon  
**04 78 38 06 17**

**Consulat Pays Bas**  
104 r Prés Edouard Herriot 69002 Lyon  
**04 78 37 45 97**

**Consulat Général de la République de Pologne**  
79 r Crillon 69006 Lyon  
**04 78 93 14 85**

**Consulat Général du Portugal**  
71 r Crillon 69006 Lyon  
**04 78 17 34 40**

**Consulat de Roumanie**  
bât D 29 r Bonnel 69003 Lyon  
**04 78 60 70 77**

**Consulat de la République de Serbie**  
7 quai Gén Sarraïl 69006 Lyon  
**04 37 24 94 01**

**Consulat Royal de Thaïlande**  
40 r Plat 69002 Lyon  
**04 78 37 16 58**

**Consulat Général de Tunisie**  
14 av Mar Foch 69006 Lyon  
**04 78 93 42 87**

**Consulat Général de Turquie**  
87 r Sèze 69006 Lyon  
**04 72 83 98 40**

**Consulat Honoraire d'Ukraine**  
30 pl Bellecour 69002 Lyon  
**04 37 48 03 81**

### Consulates and embassies in Paris

**Ambassade de Grande Bretagne**  
35 rue Faubourg Saint honoré,  
75008 Paris  
**01 44 51 31 00**

**Consulat d'Argentine**  
6 r Cimarosa , 75116 Paris  
**01 44 34 22 00**

**Ambassade République d'Armenie**  
9 r Viète, 75017 Paris  
**01 42 12 98 00**

**Ambassade de Bolivie**  
12 av Prés Kennedy, 75016 Paris  
**01 42 24 93 44**

**Ambassade de Burkina Faso**  
159 bd Haussmann, 75008 Paris  
**01 43 59 90 63**

**Ambassade du Canada**  
35 av Montaigne, 75008 Paris  
**01 44 43 29 00**

**Consulat Général du Chili**  
64 bd La Tour-Maubourg, 75007 Paris  
**01 47 05 46 61**

**Ambassade de Chine (République Populaire)**  
11 av George V, 75008 Paris  
**01 47 23 34 45**

**Ambassade de Corée du Sud**  
125 r Grenelle, 75007 Paris  
**01 47 53 01 01**

**Ambassade de Costa Rica**  
45 Square Rapp, 75007 Paris

**01 45 78 96 96**

**Ambassade Royale du Danemark**  
77 av Marceau, 75116 Paris  
**01 44 31 21 21**

**Consulat de Hongrie**  
9 Square Vergennes, 75015 Paris  
**01 56 81 02 30**

**Ambassade d'Irlande**  
4 r Rude, 75116 Paris  
**01 44 17 67 00**

**Ambassade d'Islande**  
52 rue Victor Hugo, 75116 Paris  
**01 44 17 32 85**

**Ambassade du Japon**  
7 av Hoche Paris  
**01 48 88 62 00**

**Ambassade Luxembourg**  
33 av Rapp 75007 Paris  
**01 45 55 13 37**

**Ambassade de Malte**  
92 av Champs Elysées 75008 PARIS  
**01 43 59 90 63**

**Ambassade de Norvege**  
28 r Bayard 75008 Paris  
**01 53 67 04 00**

**Ambassade de la Nouvelle Zélande**  
7 ter r Léonard de Vinci, 75116 Paris  
**01 45 01 43 43**

**Consulat Général du Pérou**  
25 r Arcade 75008 Paris  
**01 42 65 25 10**

**Ambassade de Russie**  
40 bd Lannes 75116 Paris  
**01 45 04 05 50**

**Consortium France Russie**  
173 r Legendre 75017 Paris  
**06 09 46 34 09**

**Ambassade de Serbie et Monténégro**  
5 r Léonard de Vinci, 75116 Paris  
**01 40 72 24 24**

**Consulat Général de la République Arabe d'Egypte**  
14 r La Boétie 75008 Paris  
**01 45 00 77 10**

**Bureau du Conseiller Commercial de l'Ambassade de Suède**  
6 r Uzès 75002 Paris  
**01 53 40 89 00**

**Ambassade de Suisse**  
142 r Grenelle 75007 Paris  
**01 49 55 67 00**

**Représentant TAIWAN**  
78 rue de l'université 75007 Paris  
**01 44 39 88 20/30**

**Ambassade du Vietnam**  
62 r Boileau 75016 PARIS  
**01 44 14 64 00**



For more information, we  
recommend you the  
Student Guide at  
[www.lyoncampus.org](http://www.lyoncampus.org)

See you soon !