

MoveOn Procedure

You have been selected by your University to carry out a mobility at *Lille University School of Medicine* – congratulations!

First and foremost, **please carefully read the attached document**, explaining our training programme aimed at international students.

Then, in order to formalise your application, I am kindly asking you to fill in the following form:

- <https://univlille.moveonfr.com/locallogin/5aeb2956ee189d4a51000001/fr> (French version)
- <https://univlille.moveonfr.com/locallogin/5aeb2956ee189d4a51000001/eng> (English version)

Please do not pay attention to the deadlines (May 15th / November 1st) on MoveOn's platform.

You will be able to save and close this form as many times as you want before submitting it. Please find below the list of documents, which you will be asked to provide:

Your CV

A cover letter

It must specify, besides your motivations:

- Your current **year of study**

The letter must be addressed to:

François Potdevin, Coordinateur International Sport
Faculté des Sciences du Sport et de l'Éducation Physique
9, rue de l'Université, 59790 Ronchin

Your Learning Agreement (only if required by your home institution)

It must be signed by you and your home institution.

A French level certificate

It can be a TCF/DELFDALF certificate or an attestation from a French teacher clearly specifying **your level according to the CEFR** (A1, A2, B1, B2, C1, C2). Alternatively you can use the template which is in the application form. This certificate must be recent (2 years at the most).

If necessary, an English level certificate

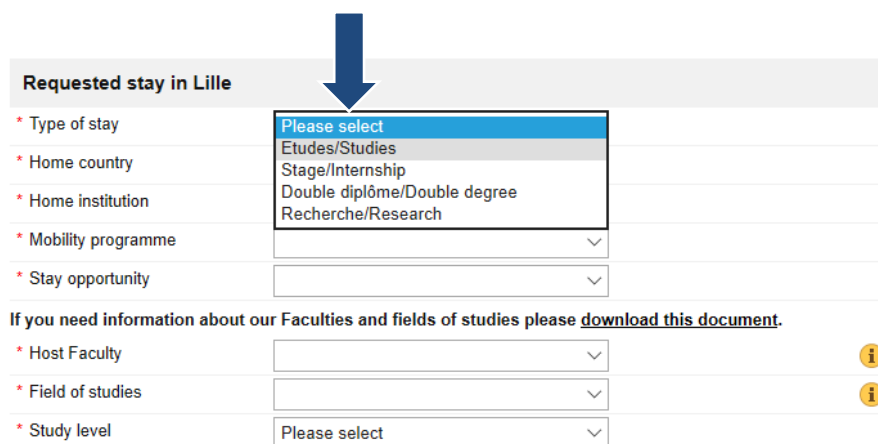
It can be a TOEIC/TOEFL certificate or an attestation from an English teacher clearly specifying **your level according to the CEFR** (A1, A2, B1, B2, C1, C2). Alternatively you can use the template which is in the application form. This certificate must be recent (2 years at the most).

Your medical vaccinal certificate

A copy of your **passport** (or, if you are an EU citizen, a copy of your **ID card**)

NOTES

In the tab 'Educational background and requested stay', 'Requested stay in Lille', then 'Type of stay', please select 'then **Etudes/Studies**', even if you will only be doing clerkships - in France, clinical clerkships are not considered 'internships' legally speaking.



The screenshot shows a form titled "Requested stay in Lille". A blue arrow points to the "Type of stay" dropdown menu, which is open and shows the following options: "Please select", "Etudes/Studies", "Stage/Internship", "Double diplôme/Double degree", and "Recherche/Research". Other fields in the form include "Home country", "Home institution", "Mobility programme", "Stay opportunity", "Host Faculty", "Field of studies", and "Study level". There are information icons (i) next to the "Host Faculty" and "Field of studies" fields. Below the form, there is a link: "If you need information about our Faculties and fields of studies please [download this document](#)."

Important : In the tab 'Educational background and requested stay', under 'Stay period', please make sure you select the correct **academic year** and **start semester** for your planned mobility. If not, you will not appear in our database and may not receive some information.

Courses in medical studies have different starting dates according to the year of study, but the **fall semester** for the University basically runs from **September to the end of December**, and the **spring semester**, from **January to June**. Please refer to these dates.



Stay period

Your host Faculty will give you information about the academic calendar

* Academic year	2024/25	▼	
* Start semester	1er semestre 2024/25	▼	
* Duration in semester	Please select	▼	
* Planned start date	Day ▼ / Month ▼ / Year ▼		
* Planned end date	Day ▼ / Month ▼ / Year ▼		

Mark page as complete

In the tab 'Further information', you will need to choose whether you would like to attend the University's **French courses**, which are offered to all international students. There are two types of courses: a full-time one-week **intensive course** offered at the beginning of each semester, and an **extensive course** spread on the whole semester with classes a few hours every week. There are different groups adapted to each level.

If the period of your mobility allows it, we recommend you to enroll in at least one of these courses, even if you have a good command of the French language already: it is an excellent way to meet other international students and therefore foster your integration. The extensive course will also allow you to get **3 additional ECTS credits**, subject to the validation of the course and your attendance at classes.

You will receive specific information about the dates later on. The intensive course is scheduled before the classes start at the faculty (with a few exceptions), however if you have a clerkship scheduled that week, you will not be able to attend the intensive French course.

INFORMATION
PERSONAL INFORMATION
EMERGENCY CONTACTS
EDUCATIONAL BACKGROUND AND REQUESTED STAY
LANGUAGE SKILLS
FURTHER INFORMATION
ACCOMMODATION
RELEVANT DOCUMENTS

Further information

French language course

Before the start of each semester, the Direction of International Mobilities offers 1 week of free intensive French language courses for exchange students. You can also take French courses during the semester (once a week).

Do you want to participate in the intensive French language courses? No Yes

Do you want to participate in the semester French language courses? No Yes

In the 'Accommodation' tab, you will be asked whether you would like to stay in one of our **residence halls**. It is the easiest housing option for your mobility, however please be aware that **the room capacity is limited** and we cannot guarantee that we will be able to satisfy your request. The University's 'Direction des Mobilités Internationales' created a very useful webpage about housing which can help you with your accommodation search: <https://international.univ-lille.fr/en/come-to-study-at-the-university/prepare-your-arrival/accommodation-in-lille/>

INFORMATION	<h2>Accommodation</h2> <hr/> <p>The Direction of International Mobilities can help you find an accommodation for your stay in Lille. There are several options: University accommodation, rental, flat-share...</p> <p>Would you like the help of the International Office on this matter? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>* What kind of accommodation would you be interested in? <input checked="" type="radio"/> University accommodation <input type="radio"/> Other (private market)</p> <p>University accommodation</p> <p>Our institution has a partnership with student halls across the Lille metropolis. All rooms are single-rooms. The rent is between 250€ and 450€.</p>
PERSONAL INFORMATION	
EMERGENCY CONTACTS	
EDUCATIONAL BACKGROUND AND REQUESTED STAY	
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FURTHER INFORMATION	
ACCOMMODATION	
RELEVANT DOCUMENTS TO BE UPLOADED	
DECLARATION OF CONSENT	

➔ **French courses** and **acomodation** issues for all exchanges students at the University of Lille are managed by **Ms Tanya FLORIDIA**: exchange-helpdesk@univ-lille.fr. Please contact her directly about these aspects of your mobility.

If you have any technical problems with the MoveOn platform, please send an email to: support-moveon@univ-lille.fr

When the form is fully completed and submitted, **please download it (click on 'Download the full PDF') and send it to me via email (stephanie-del-carmen.cruz-cruz@univ-lille.fr ou international-ufr3s@univ-lille.fr)**, three months before the beginning of your mobility at the latest.