# CONTACTS

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**School Address**

- The École des Ponts ParisTech is located on the Cité Descartes campus (Champs-sur-Marne) close to Paris. There is regular public train transportation to Paris for students who wish to commute to the city.

**APPLICATION**

### Application Deadlines & procedures

- 21/11/2014 for double degree students applying also for an Eiffel scholarship.
- 21/11/2014 for exchange students applying for the spring semester 2014.
- 14/03/2015 for double degree students and exchange students applying for the fall semester (September 2015 to February 2016).

*Please note that only applications from students of universities having double degree agreements or Erasmus agreements with École des Ponts ParisTech are taken into consideration; your application must be officially endorsed by your home university.*

### Required Documents for Application

- École des Ponts ParisTech application form duly filled in and signed (to be downloaded at the following address: [http://www.enpc.fr/obtenir-un-diplome](http://www.enpc.fr/obtenir-un-diplome));
- Statement of purpose in French;
- CV in French (using the Europass CV model);
- Stamped transcript of records issued by your home university;
- List of courses which the student is currently enrolled;
- Photocopy of passport or identity card;
- Recommendation letter from the coordinator of the Exchange Programme;
- Proof of French language level;
- Proof of English language level.
### Language Requirements

**French:**

100% of the courses are taught in French. It is thus a requirement that all double degree students and exchange students be proficient in French.

It is expected that all students meet one of the following requirements:

- French language certificate which indicates the number of hours when you have studied French; TEF: 204; DELF: A2; TCF: 200
- Without the required minimum, École des Ponts ParisTech reserves the right to refuse the application.

**English requirement ONLY for double degree students**

A TOEIC score of minimum 785 points (or equivalent international test, such as TOEFL, IELTS or Cambridge Proficiency, CAE or FCE) is required in order to graduate. Is for that reason that we require double degree students applying to provide certification of a level equivalent to B1 in English.

### Special Requirements for Double Degree Students

Double degree students have to choose a majority of courses in their major (Civil Engineering and Construction; Transport, Planning and Environment; Economics, Finance and Management; Mechanical Engineering and Materials; Industrial Engineering; Applied Mathematics and Computer Sciences).

Double degree students must validate 107 scientific and technical ECTS (including 6 ECTS for the compulsory internship and 24 ECTS for the final project), 1 ECTS for sports, and 12 ECTS within the Language Training Department.

### Exchange Programs Options

The nominal format of the exchange programme is two semesters of coursework.

Under conditions it can be:

- one semester of coursework plus Final Project.
- one semester of coursework;

If students wish to undertake a Final Project at École des Ponts, it must be stated in their initial application.

**Is it possible to spend a semester as Erasmus student for the purpose of achieving my thesis project?**

**Non**

The length of your exchange can be either of one semester of courses, of two semesters of courses or of one semester of courses plus the Final project.

If you wish to undertake only a Final project (or Thesis Project) you have to contact directly the research departments of École des Ponts: [http://www.enpc.fr/thematiques-de-recherche-et-laboratoires](http://www.enpc.fr/thematiques-de-recherche-et-laboratoires)

### Special Requirements for Exchange Students

Exchange Students must establish a study programme. They have to choose a majority of courses in their major (Civil Engineering and Construction; Transport, Planning and Environment; Economics, Finance and Management; Mechanical Engineering and Materials; Industrial Engineering; Applied Mathematics and Computer Sciences).

The study programme must include a minimum of 15 scientific and technical ECTS per semester, and at least 50% of these ECTS in their major.

### Learning Agreement

**Who is in charge of validating and signing my Learning Agreement?**

Your study programme is established and endorsed by your home university, which issues and signs your Learning Agreement. Your study programme must then be officially accepted and endorsed by your host department at École des Ponts ParisTech. Please contact us if you need to have your Learning Agreement signed before leaving your country.
**Changes to the initial Learning Agreement**

Please note that we can not guarantee your registration to all the courses proposed in your Learning Agreement because the places in some courses are limited. The course registration process will normally end the last week of September. Any course changes will be completed after this date, and in all cases before the start of the second class of the course.

Any programme change must receive the official agreement of your home university.

<table>
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<tr>
<th><strong>ACADEMIC INFORMATION</strong></th>
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<tr>
<td><strong>Semester dates</strong></td>
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<td>Fall semester: September 2015 to February 2016</td>
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<td>Spring semester: February 2016 to June 2016</td>
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<tr>
<th><strong>Master of Engineering study programme</strong></th>
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<tr>
<td>Information on the Master of Engineering programme at École des Ponts can be found on the following webpage: <a href="http://www.enpc.fr/en/engineering-degrees">http://www.enpc.fr/en/engineering-degrees</a></td>
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**Description of the study programme**

École des Ponts ParisTech Engineering Degree consists, for French students, in a 3-year programme, which they enrol after 2 years of preparatory classes (equivalent of the first two years of the Bachelor’s degree). Foreign exchange programmes are possible only in the last two years of the engineering programme, at Master’s level.

At this level, all students (French and international students) follow some common courses, but most of the courses are to be chosen within their host academic department. There are six academic departments at École des Ponts: Civil Engineering and Construction; Transport, Planning and Environment; Economics, Finance and Management; Mechanical Engineering and Materials; Industrial Engineering; Applied Mathematics and Computer Sciences.

A presentation of the different academic departments can be found on the following webpage: [http://www.enpc.fr/les-departements-denseignement](http://www.enpc.fr/les-departements-denseignement)

The most common class formats are: Case studies, Discussions, Student Projects, Lectures. Presence at classes is compulsory. A maximum of 1 justified class drop (and 0 unjustified) is authorized for each course.

<table>
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<th><strong>Course Selection</strong></th>
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<td>The course catalogue can be viewed on the following web page: <a href="http://gede.enpc.fr/programme/liste.aspx?param=P:Z&amp;lignes=60">http://gede.enpc.fr/programme/liste.aspx?param=P:Z&amp;lignes=60</a> (French version)</td>
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*Please note that not all the courses are open to Erasmus students due to limited number of places. The list of courses not open to exchange students is available on request.*

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<tr>
<th><strong>Language Courses</strong></th>
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<td>French language courses are open (and compulsory) for all foreign students. A placement test upon arrival is a requirement for defining your level and the courses that you will be taking.</td>
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<tr>
<td>Intensive French seminars are organized each September: <a href="http://www.enpc.fr/la-section-de-francais">http://www.enpc.fr/la-section-de-francais</a></td>
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<th><strong>Grading system</strong></th>
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<td>Grades at École des Ponts ParisTech are awarded on a scale of 0 to 20. The passing grade for an individual course is 10/20. To pass a given year, students must have passed every course. If not, an equivalent course is added to the curriculum. In some cases, the year is to be repeated. Traditionally, grades higher than 16 are seldom awarded.</td>
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*Transcript of records*

A transcript of records will be sent free of charge to the partner university's exchange
coordinator (or to the student) at the end of the study period.

**Fees**

Most part on incoming students (double-degree and exchange students) are exempted of the payment of tuition fees, but they should pay some administrative fees.

- **Double degree students:** 778 € by year
- **Exchange students:** 394 € for one semester / 778 € for one year

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**STUDENTS SERVICES**

| **Living Expenses** | **Costs for on-campus and off-campus housing for the exchange period:**
| Off-campus room : 800 € - 1200 € per month (estimation) + deposit  
On-campus room : 330 € (shared room) - 700 € (single room) per month + deposit  
Meals: 250 €  
Health insurance (depending on student status): 211 €  
Civil insurance: 16 € |

**Health Insurance**

Health insurance is compulsory. All students must show proof of health insurance coverage for the duration of their stay at École des Ponts ParisTech (i.e. European health insurance card, etc.).

Student health insurance in France costs approximately 211 € per year.

**Visa**

Visa requirements differ per country. We recommend that you contact directly the French Embassy or Consulate in your country. They will inform you of the process for obtaining a visa, including potential costs.

**Facilities**

- 4 auditoriums
- 32 classrooms seating 15 / 20 or 30 / 50 people
- Library includes 67,000 books and 510 journals, CDs, PCs, etc.
- 9 open-access computer rooms
- 2 multimedia language laboratories
- Gymnasium (tennis, basketball, handball, football ) and rugby pitch
- A new building, COROLIS, dedicated to environment and energy management and sustainable urban planning

**Housing**

**Double Degree students:**

Double degree students have a right of access to the School Halls of Residence at Cité Descartes. For any question regarding accommodation or to obtain a housing certificate, send an e-mail at the following address: [accueil-vie-etudiante@enpc.fr](mailto:accueil-vie-etudiante@enpc.fr)

**Exchange Students:**

Finding housing in Paris is a big issue. For the first few days after your arrival, you can stay in a youth hostel, however this is not a long-term solution. You should be prepared to start looking for housing in May before the start of the new academic year. Exchange students do not have housing priority on the campus [unless there is a special agreement]; housing in residence halls at Cité Descartes or Maison des Mines in Paris is only possible if there are spare rooms. Consequently, exchange students should contact other University residence halls and / or estate agencies very early on to book their accommodation.

For more information, visit the École des Ponts ParisTech website (http://www.enpc.fr/logement-etudiant) or send an email to [accueil-vie-etudiante@enpc.fr](mailto:accueil-vie-etudiante@enpc.fr)

Information about the different possibilities to finance your study period at École des Ponts ParisTech is available on the following webpage: [http://www.enpc.fr/bourses-et-aides-la-mobilite](http://www.enpc.fr/bourses-et-aides-la-mobilite)