

Regarding your selection of modules/courses, thank you for paying attention instructions below.

These steps are essential to give you the best chance to quickly integrate the procedures of our institution.

- **European framework regarding Erasmus+ studies:** 30 ECTS/credits are mandatory by semester.
- **Courses offered by our university cannot correspond perfectly to the courses you would have followed in your home university:** you will not automatically find the same course, the same continuity and the same number of ECTS/credits;
- Erasmus+ students must **choose most part of ECTS/credits** related to the field of study related to their nomination;

**If you have any question about your learning agreement, please contact your academic/pedagogical coordinators (in both universities)**

### 1/ **Compile your learning agreement** with the support of your academic/pedagogical coordinators



#### **Modules/courses codes in our institution:**

As our institution offers a large choice of courses in the fields of **Education, Arts and Humanities, Social Sciences, Journalism and Information, Earth sciences and Biology**, codification is mandatory by level of the diploma

For example: **TE42AN – Langue anglaise**

**T** : Cours en présentiel  
**P** : Cours en distanciel (fermé aux internationaux)  
**E** : Enseignement  
**4** : Semestre  
**AN** : English (ANglais)

#### **Course codes at UNDERGRADUATE/BACHELOR level (Licence)**

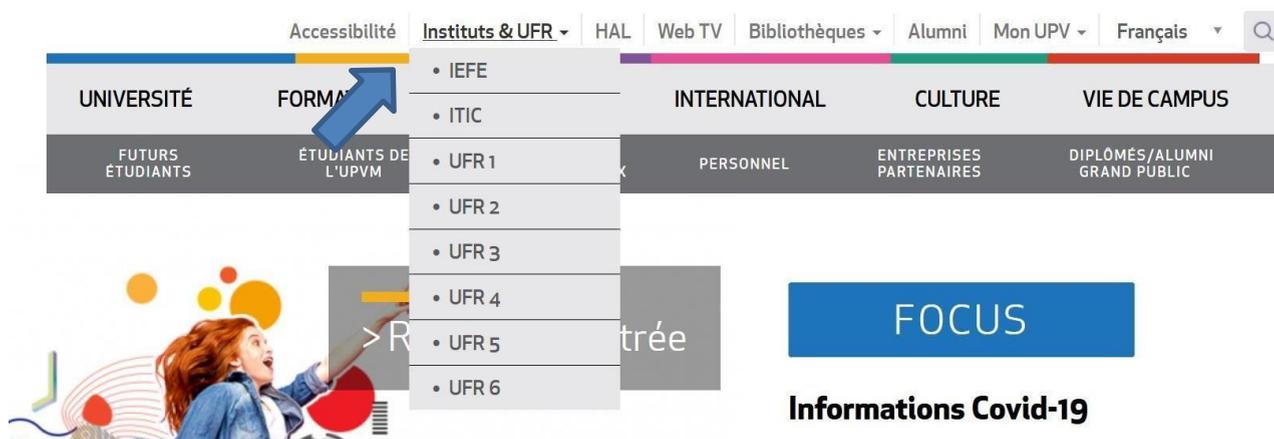
\* Regarding semester numeral identification, please refer to the table below:

Année Universitaire <b>LICENCE</b>	<b>Semestre impair (odd)</b> (septembre à décembre)	<b>Semestre pair (even)</b> (janvier à mai)
<b>Première année</b> (LICENCE 1)	<b>TE1XXX</b>	<b>TE2XXX</b>
<b>Deuxième année</b> (LICENCE 2)	<b>TE3XXX</b>	<b>TE4XXX</b>
<b>Troisième année</b> (LICENCE 3)	<b>TE5XXX</b>	<b>TE6XXX</b>

2/ **Look for modules/courses on our website** (from laptop only, the website is not meant to be used on cell phones):

Please go onto the [website of our institution](#).

3/ **Click on** the appropriate **“Instituts & UFR”** (corresponds to UPVM’s Faculties) and choose the department with which our institutions have an Erasmus+ agreement:



4/ **Choose the department** depending on your nomination (please refer to our list of partner universities on our website) in one of the following UFR:

[UFR 1: LETTRES, ARTS, PHILOSOPHIE, PSYCHANALYSE](#)

[UFR 2: LANGUES ÉTRANGÈRES ET RÉGIONALES](#)

[UFR 3: GEOGRAPHIE, HISTOIRE, HISTOIRE DE L'ART ET ARCHEOLOGIE](#)

[UFR 4 : ADMINISTRATION ECONOMIQUE ET SOCIALE, DEVELOPPEMENT SOCIAL, RESSOURCES HUMAINES, ADMINISTRATION ET ECHANGES INTERNATIONAUX](#)

[UFR 5: SOCIOLOGIE, ANTHROPOLOGIE ET PSYCHOLOGIE](#)

[UFR 6: SCIENCES ÉDUCATION ET MATHÉMATIQUES ET INFORMATIQUES APPLIQUÉES](#)

[ITIC: INFORMATION ET DE LA COMMUNICATION dont SCIENCES DU LANGAGE](#)

[IEFE: ENSEIGNEMENT DU FRANÇAIS LANGUE ÉTRANGÈRE \(paying and optional course\)](#)

### Can I choose any module ?

If it is accepted by both Erasmus+ coordinators, Erasmus+ students have free access to courses following the conditions listed below:

1/ In the level of study and the field of study according to the agreement between both our universities

2/ Foreign languages for non-specialists:

**Course registration must be made directly at the CLER** (Bâtiment R, 2<sup>nd</sup> floor) as soon as you arrive on our campus and at the latest at the end of week 2 of our university calendar.

**Without this step, your registration is not guaranteed.**



[More information related to languages level](#)

[Centre de Langues Etrangères et Régionales \(CLER\)](#)

3/ Sports courses

Course registration must be made directly at the Sports Office – SUAPS- (Near “*Maison des Étudiants*” - office 105) as soon as you arrive on our campus.

A medical certificate (french or english written) is mandatory to take a sport course.



[SUAPS website](#)

4/ French courses

Please note that all courses are French written and spoken (except for foreign language courses) in our institution

**French courses from ITIC and/or UFR1: C1/C2 French proficiency level is highly recommended**

An optional fee-paying French course (4 ECTS/credits) for students enrolled in international mobility programmes is available to successfully study in France.



[IEFE website](#)

### LIMITED ACCESS

Partnership with [Université de Montpellier](#) courses: **please contact our office**

**Information et communication:** Access is reserved only to students whose Erasmus + agreement concerns this specific field of study

**Cinema:** Access is restricted to “*Licence 3*” and “*Master 1*” level whose Erasmus + agreement concerns this specific field of study

**Modules with traineeship or thesis (“*mémoire*”) mention**

## ACCESS DENIED

- Licences and Masters for “professionnels” including “concours”
- Master “Patrimoine et Musées”
- Distance learning with “EAD” mention : for example PE24MUS
- Module for sign language (Français Langue des Signes)
- “Préprofessionnalisation” LLCER anglais - “stage” mention
- Licence Lettres Modernes : cours “Méthode de l'analyse littéraire »
- Modules from Master MEEF - INSPE (Faculté d'Education)
- Modules from D.U. (Diplôme d'Université)
- Modules part of Pré-professionnalisation with course codes starting with :
  - TE3P...
  - TE4P...
  - TE5P...
  - TE6P...

## 5/ Choose your courses in your Learning Agreement - Before mobility section

For example:

Component code - mandatory	Component title at the Receiving Institution (as indicated in the course catalogue)	Semester [e.g. autumn/spring; term]	Number of ECTS credits to be awarded by the Receiving Institution upon successful completion
TE18EP	Sport	Semester 1 (autumn)	2
TE42AN	Langue Anglais	Semester 4 (spring)	5

1 CODE = 1 ou plusieurs COURS = des ECTS (crédits)

Un « enseignement » peut comporter plusieurs cours :

- 1 cours de CM (Cours Magistral en amphithéâtre) **et/ou**
- 1 cours de TD (Travaux Dirigés – groupe de 40 étudiants) **et/ou**
- 1 cours de TP (Travaux Pratiques en petit groupe : Laboratoire de langue)

For example: TE42AN Langue Anglais is composed of different courses:

- 2 TD “Travaux Dirigés”: Thème/version AND Prise de parole en continu
- 1 TP “Travaux Pratiques” : Phonologie

Both courses are mandatory to award ECTS/Credits

Semestre 4 :	Volume horaire total étudiant	CM	TD	TP	ECTS (= coeff)
--------------	-------------------------------	----	----	----	----------------

TE42AN	Langue 4 2h Thème/version + 1h Prise de parole en continu + 1h Phonologie	52		39	13	5
--------	--	----	--	----	----	---

**6/ Upload your LEARNING AGREEMENT on the MoveOn application** (during the application period, using the link sent by our office) **fully completed and signed by your home university academic/pedagogical coordinator only** (The signature of our academic/pedagogical coordinator is not mandatory during this step).

**This step will make it easier for you to complete your timetable and for your exams registrations**

### 7/ TIMETABLE

For further information about timetables:

- Consult the websites of the various Faculties and Departments of the university one or two weeks before the beginning of the semester. Most of the course timetables will be available.

You can also visit the Secretariats of the faculties, the course timetables are generally posted.

### Contacts:

#### BATIMENT H: UFR1

**LETTRES MODERNES**  
04 67 14 25 68  
secretariat.lettres-modernes@univ-montp3.fr  
Porte 120 – 1<sup>er</sup> étage

**LETTRES CLASSIQUES**  
04 67 14 54 63  
secretariat.lettres-classiques@univ-montp3.fr  
Porte 120 – 1<sup>er</sup> étage

**ÉTUDE ET PRATIQUE DU FRANÇAIS Orthophonie**  
04 67 14 54 63  
secretariat.lettres-orthophonie@univ-montp3.fr  
Porte 120 – 1<sup>er</sup> étage

**CULTURE DES MONDES ANTIQUES ET MEDIEVAUX**  
04 67 14 54 63  
secretariat.lettres-classiques@univ-montp3.fr  
Porte 120 – 1<sup>er</sup> étage

**PHILOSOPHIE**  
04 67 14 54 63  
secretariat.philosophie@univ-montp3.fr  
Porte 120 – 1<sup>er</sup> étage

**MUSIQUE**  
04 67 14 25 12  
secretariat.musique@univ-montp3.fr  
Porte 115 – 1<sup>er</sup> étage

**ARTS DU SPECTACLE**  
- Théâtre  
- Cinéma  
04 67 14 24 29 / 04 67 14 21 21  
secretariat.theatre@univ-montp3.fr  
secretariat.cinema@univ-montp3.fr  
Porte 118 – 1<sup>er</sup> étage

**ARTS PLASTIQUES**  
04 67 14 25 12  
secretariat.arts-plastiques@univ-montp3.fr  
Porte 115 – 1<sup>er</sup> étage

#### BATIMENT G: UFR2

**ALLEMAND**  
04 67 14 21 18  
secretariat\_etudes\_germaniques@univ-montp3.fr  
Porte 205 – 2<sup>ème</sup> étage

**ANGLAIS**  
04 67 14 20 70  
secretariat\_etudes\_anglophones@univ-montp3.fr  
Porte 203 – 2<sup>ème</sup> étage

**CHINOIS**  
04 67 14 21 18  
secretariat\_etudes\_chinoises@univ-montp3.fr  
Porte 205 – 2<sup>ème</sup> étage

**ESPAGNOL**  
04 67 14 20 66  
secretariat\_espagnol@univ-montp3.fr  
Porte 201 – 2<sup>ème</sup> étage

**GREC MODERNE**  
04 67 14 21 18  
secretariat\_etudes\_helleniques@univ-montp3.fr  
Porte 205 – 2<sup>ème</sup> étage

**ITALIEN**  
04 67 14 20 66  
secretariat\_italien@univ-montp3.fr  
Porte 201 – 2<sup>ème</sup> étage

**OCCITAN**  
04 67 14 21 18  
secretariat\_occitan@univ-montp3.fr  
Porte 205 – 2<sup>ème</sup> étage

**PORTUGAIS**  
04 67 14 20 66  
secretariat\_portugais@univ-montp3.fr  
Porte 201 – 2<sup>ème</sup> étage

**LANGUES ÉTRANGÈRES APPLIQUÉES**  
04 67 14 25 18  
lea@univ-montp3.fr  
Porte 207 – 2<sup>ème</sup> étage

**BATIMENT C: UFR3**

**HISTOIRE** **Bât. C**  
04 67 14 22 76 / 04 67 14 22 56  
l.hist.ufr3@univ-montp3.fr  
Porte 08 – r.d.c.

**HISTOIRE DE L'ART  
ET ARCHÉOLOGIE**  
04 67 14 26 12  
l.art.archeo.ufr3@univ-montp3.fr  
Porte 011 – r.d.c.

**GÉOGRAPHIE – AMÉNAGEMENT**  
04 67 14 22 57  
l.geo.ufr3@univ-montp3.fr  
Porte 010 – r.d.c.

**BATIMENT A: UFR4**

**AES** **Bât. A**  
04 67 14 24 60 (L1 & L2)  
04 67 14 54 69 (L3)  
licence.aes@univ-montp3.fr  
Portes 08 et 10 – r.d.c.

**SCIENCES SOCIALES**  
04 67 14 22 81  
licence.sciences-sociales@univ-montp3.fr  
Porte 012 – r.d.c.

**BATIMENT B: UFR5**

**PSYCHOLOGIE** **Bât. B**  
04 67 14 55 16 / 04 67 14 20 94  
licence.psychologie@univ-montp3.fr  
Porte 211 – 2<sup>ème</sup> étage

**SCIENCES SANITAIRES ET  
SOCIALES**  
04 67 14 26 39  
licence.3s@univ-montp3.fr  
Porte 207A – 2<sup>ème</sup> étage

**SOCIOLOGIE**  
04 67 14 20 92  
licence.sociologie@univ-montp3.fr  
Porte 202A – 2<sup>ème</sup> étage

**ANTHROPOLOGIE**  
04 67 14 26 39  
licence.ethnologie@univ-montp3.fr  
Porte 207A – 2<sup>ème</sup> étage

**BATIMENT B: UFR6**

**MATHÉMATIQUES ET  
INFORMATIQUE APPLIQUÉES  
(MIAP)**  
04 67 14 26 96  
secretariat.miap@univ-montp3.fr  
Porte 110 – 1<sup>er</sup> étage

**SCIENCES DE L'ÉDUCATION**  
04 67 14 23 38  
secretariat.lse@univ-montp3.fr  
Porte 110 – 1<sup>er</sup> étage

**BATIMENT E: ITIC**

**SCIENCES DU LANGAGE** **Bât. E**  
04 67 14 25 76  
secretariat.licence-sl-itic@univ-montp3.fr  
Porte 014A – r.d.c.

**INFORMATION - COMMUNICATION**  
04 67 14 25 77  
secretariat.licence-infocom-itic@univ-montp3.fr  
Porte 014A – r.d.c.

**BATIMENT I: IEFE**

**IEFE - INSTITUT UNIVERSITAIRE  
D'ENSEIGNEMENT DU  
FRANÇAIS LANGUE ÉTRANGÈRE**

**Bât. I**  
04 67 14 21 01  
iefe@univ-montp3.fr

## **Frequently Asked Questions**

### **Does the Erasmus office send me my list of modules/courses ?**

Students have to construct their learning agreement with the support of their academic/pedagogical coordinators (in both universities) as Paul-Valéry University Montpellier 3 does not offer a catalogue or a list of courses.

### **Who is my academic/pedagogical coordinator ?**

During your nomination first step, our office has sent you information related to your academic/pedagogical coordinator. Please consult your email or consult our website :



[Erasmus](#)

[UK area](#)

### **Why are there modules with limited or denied access ?**

For academic and logistical reasons, we cannot permit exceptions from this rule, as some of our faculties would be overbooked with students from universities with which we do not have any agreement.

### **I would like to be registered in a module but the group is full ?**

Some groups are full very quickly, so you are invited to put together your timetable quickly. Please contact directly the secretariats of the different Faculties/Departments to tell you if other modules/groups are available.

### **Can I change courses during my stay?**

If both academic/pedagogical coordinators agree, you can update your list of courses, bearing in mind that many courses are full rapidly and that you will not have a choice in the timetables available.

### **Some courses that are in my Learning Agreement are full, what can I do?**

It may happen that some courses are full at the beginning of the semester, thus it is important to be present on campus as early as possible in order to meet the Faculty Secretariats.

### **Can I pre-book a seat in a course before my arrival ?**

This option does not exist, please note that during the beginning of each semester, secretariats favor physical presence of students, so you are invited to see them directly upon arrival.