



INTERNATIONAL STUDENTS

WELCOME GUIDE

مرحبا

ようこそ

स्वागतम्

καλώς ήρθατε

bienvenue

欢迎

chào mừng

הבא ברוך

Добро пожаловать

chaskikullaykikum

Ласкаво просимо

2024/2025



8 000
students



+100
languages
and
civilizations
taught



120
nationalities
among
Inalco



+300
international
partnerships



+250
events
per year



18
student
organizations

WELCOME TO Inalco



Dear International Students,

Welcome to Inalco, the National Institute of Oriental Languages and Civilizations. A new semester is about to begin. Along with around 8,000 other students, you will find yourself immersed in the rich diversity of languages and civilizations taught at Inalco. In addition to your studies, there will be many opportunities to attend cultural and research events, acquire new areas of expertise, get involved with student associations and connect with other students from around the world.

This Guide is intended to help you find your feet as you step into your new life at Inalco. Its pages contain practical information to help you make the most of your time here.

The International Office is here to assist you. I hope you will make use of this valuable resource throughout your university career.

Jean-François HUCHET
President of Inalco

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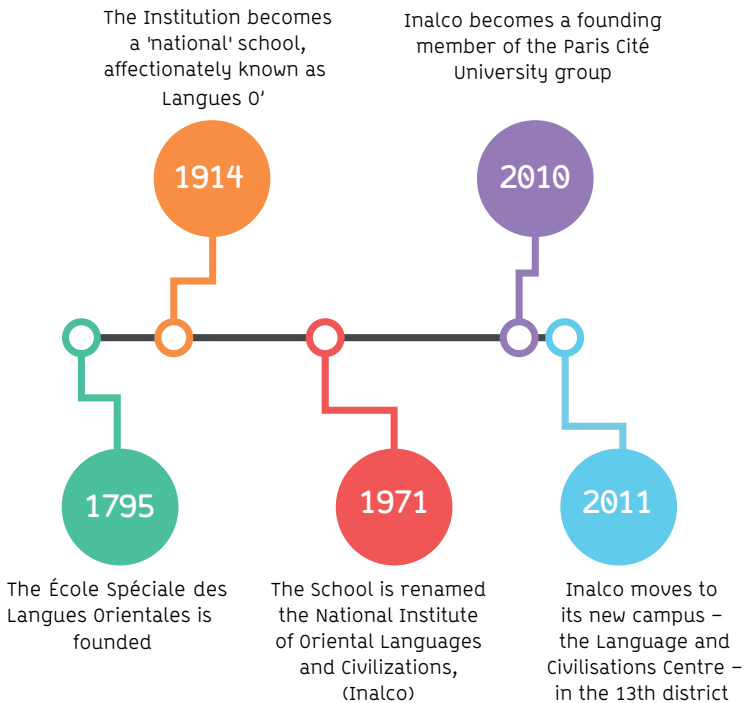
DISCOVER Inalco



Inalco at a glance

Over the centuries, Inalco has become an institution of unrivalled scope, teaching languages that span Central Europe, Africa, Asia, America and Oceania. No other university or school offers such a diversity of courses, such opportunity to expand horizons and such a wealth of knowledge, all in one place.

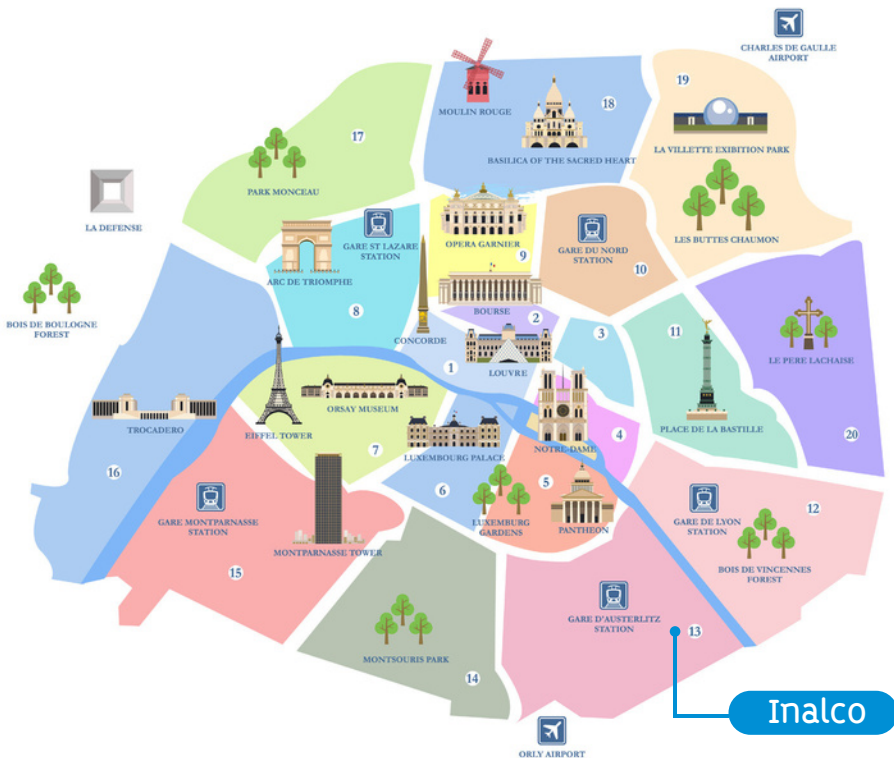
It is the perfect place to benefit from an exchange program that emphasizes international openness.



Finding your way around

LANGUAGE AND CIVILISATIONS CENTRE

Address: 65 rue des Grands Moulins 75013 Paris
Open to the public: Monday to Saturday from 8 a.m. to 10 p.m.
Access by metro: Line 14, Bibliothèque François Mitterrand station
By RER: RER C, Bibliothèque François Mitterrand station
By bus: Line 83, Olympiades stop
Line 89: Bibliothèque François Mitterrand stop
Lines 27, 62, 64, 132: Patay-Tolbiac stop
By tram: Line T3a, Avenue de France stop



Finding your way around



The first number of each classroom or office corresponds to the floor on which it is located. For example, room 5.07 is on the 5th floor.

Do you have any questions? The International Office is a valuable resource for exchange students. It is there to provide you with support throughout your study program. The International Office staff can help you find the information you need. Their contact details are below.

The Inalco International Office



Inbound Program Coordinator for non- Erasmus+ students

Student Housing Coordinator for all exchange students

mob-in@inalco.fr
Office 3.37



Inbound Program Coordinator for Erasmus+ students

erasmus@inalco.fr
Office 3.39

STUDYING AT Inalco

FIRST SEMESTER

(exact dates to be confirmed)

Orientation session*: September 14, 2024

First day of classes: September 18, 2024

Last day of classes: December 23, 2024

Exams period: January 8-23, 2025

SECOND SEMESTER

(exact dates to be confirmed)

Orientation session*: January 26, 2025

First day of classes: January 29, 2025

Last day of classes: May 18, 2025

Exams period: from May 21 - June 5, 2025

Repeat sessions: June 24 - July 9, 2025

*The Orientation Session marks the beginning of your exchange program: you will be given all the information you need for your time at Inalco. The program includes: briefing meetings, distribution of student cards, lunches, a workshop on choosing your courses, etc.



Enrolment at Inalco



As an international student, you will be supervised by the International Office throughout your exchange program. We are here to facilitate your enrolment, which is carried out in two stages :

1. Registration

This step is carried out for you by the International Office using the information you provided in your online 'Application Form'.

2. Course enrolment

This is the process of registering for your course: an essential step in the smooth running of your studies. If you do not complete your course enrolment, you will be unable to sit exams (final exams and/or continuous assessment). As part of this process, the International Office will ask you to send them the list of courses you wish to study at Inalco.



How do I access the course directory?

- To access Inalco's course listings, visit <http://www.inalco.fr>
- Click FORMATIONS to access the drop-down menu
- Click on "Départements, Filières et Sections" and choose your Department or professional track section
- Click on "Formations", on the top right of the screen
- Consult the Bachelor's or Master's Brochures to reach the list of courses

NB: Some courses require a sufficient level of proficiency in French and/or English. For more information, speak to your contact in the International Office.



Where can I find the schedule for each class?

Visit <https://planning.inalco.fr/public> to view the schedule for each course. Make sure to check the class location regularly, as this may change.

Visit
<https://planning.inalco.fr/public>
to view the schedule
for each class.

THE LMD

Inalco offers courses structured according to the LMD system (Bachelor's - Master's - Doctorate) based mainly on 3 degree levels:

Bachelor's degree

A Bachelor's degree is accessible after the baccalaureate or its equivalent abroad.
Bachelor's degree = 3 years = 6 semesters (S1 to S6)

Master's degree

A Master's degree is accessible after the Bachelor's degree or its equivalent abroad.

Master's degree = 2 years = 4 semesters (S7 to S10)

Doctorate (PhD)

A PhD is accessible after a Master's degree.

Doctorate = 3 years

Course units

All diplomas are semester-based.

One semester = 30 ECTS credits (European Credits Transfer System).

The semesters are composed of course units that you may have to select as part of your course:

- Core units in language, literature and culture.
- Additional units (linked to the chosen course).
- Cross-disciplinary units (linked to the geographic region or discipline of the chosen course).
- Selective units.



Resit exams

If you did not achieve the average grade on an exam (10/20), you will be able to attend a program of catch-up sessions. These sessions are scheduled until July. We recommend that you don't plan to return home before this time.

Glossary of terms

- BDE - Bureau des Étudiants - Student Organization
- BU - Bibliothèque Universitaire - University Library
- C2I - Certificat Informatique et Internet - Certificate in Computing and the Internet
- CAF - Caisse d'Allocations Familiales - Family Allowance Office
- CILF - Certificat d'Initiation à la Langue Française - French Language
- CM - Cours Magistraux - Lectures
- CROUS - Centre Régional des Oeuvres Universitaires - Regional Centre for University Affairs
- DAEU - Diplôme d'Accès aux Études Universitaires - Access to Higher Education Diploma
- DALF - Diplôme Approfondi de Langue Française - Diploma in Advances French Language studies
- DE - Diplôme d'Établissement - Institutional Diploma
- DELF - Diplôme d'Études en Langue Française - Diploma in French Language Studies
- DEUF - Diplôme d'Études Universitaires Françaises - Diploma in French Studies
- ENT - Environnement Numérique de Travail - Digital Workplace
- ECTS - European Credits Transfer System
- UE - Unité d'Enseignement - Course Unit
- IA - Inscriptions Administratives - Registration
- IP - Inscriptions Pédagogiques - Course Enrolment
- ICTE - Information and Communication Technology for Education
- LLCER - Langues, Littératures et Civilisations Étrangères et Régionales -
- LMD - Licence, Master, Doctorate
- DRI - International Office
- SIO-IP - Information, Orientation and Professional Integration Service (Internship Office)
- TD - Travaux Dirigés



The student digital account

You need to activate your student digital account to use Inalco's digital services. <https://compte.inalco.fr/recovery.php>

Enter the e-mail address you provided when you enrolled at Inalco and click 'Change'. You will receive an e-mail with an active link allowing you to set your password.

NB: make a note of your user ID and choose your password wisely; you will be asked for it when you log into your account in the future.

Wi-fi connectivity

Wi-fi is available in the following areas: the auditorium, amphitheatres, auditoriums, communal areas from the 2nd to the 7th floor, and the lounges and research laboratories for the rue de Lille.

Select the 'Eduspot' network.

Launch a browser and choose 'Inalco' in the drop-down menu. Enter your user ID and password. You're connected!

Need a workspace or a computer?

Go to the 6th floor. Inalco offers students unrestricted access to a 19-station IT suite in 6.10.

The e-multimedia portal

More than 500 online educational resources:

Films, documentaries, lectures, conferences and tutorials in audio or video formats.

<http://e-multimedia.inalco.fr>

THE ENT / MOODLE: my virtual office

Online applications accessible at all times:

Moodle provides access to course materials and exercises created by your teachers.

The ENT provides access to your administrative and educational information, schedules and grades.

<https://ent.inalco.fr>

<https://moodle.inalco.fr>



The Library

The Bulac



180 countries



350 languages



80 scripts

Inalco and the Bulac together form the Paris Language and Civilisations Centre. The University Library of Languages and Civilizations (Bulac) is a university and heritage library. It is open to anyone over 18, free of charge, upon registration. It is one Europe's largest libraries covering the fields of languages and civilization.

The Bulac is located on the ground floor and contains collections on all the languages and civilizations of the non-Western world: Africa, Middle East, the Maghreb, Central Asia, the Balkans, Central and Eastern Europe and Asia.

The Bulac is open from Monday to Saturday, from 10 a.m. to 10 p.m., closed on public holidays www.bulac.fr



910 work stations

Copy, print, scan

There are 4 reprographic spaces available for use in the reading rooms. When using these devices, you must respect the applicable intellectual and copyright legislation. You can print from the public computers.

The media library

Documentary consultation (6th floor, room 6.02)

This space provides you with a collection of over 4,500 documentaries (DVD, VHS) for free consultation and loan. Two librarians are available to assist you in your video research, if necessary.

This room has 10 computers that can also be used as language lab machines. An audio server is available for this purpose, and you will be able to practice listening or recording in the selected language. You can view these resources and access 20 foreign satellite channels on one of the two stations available. Each station has a TV set and K7-DVD player.

Online access to the Inalco documentary portal can be found here:

<http://mediatheque-inalco.opac3d.fr/>

Contact : mediatheque@inalco.fr

List of student associations

- **BDE** – Inalco students' office
- **ADET** – Turkology Students' Association
- **AFRInalco** – Africa Department Students' Association
- **Assila** – Arab Studies Department Students' Association
- **AMÉRIQUES** – Languages and Cultures of the Americas Section Students' Association
- **Bulkkot** – Korean Department Students' Association
- **Chaïstanie** – South Asia and Himalaya Department Students' Association
- **CHIN'ALCO** – Chinese Department Students' Association
- **CONFLUENCES TIBÉTAINES** – Tibetan Section Students' Association
- **DEJIMA** – Japanese Studies Department Students' Association
- **Inal'chess** – Inalco's chess Association
- **Inal'Formosa** – Chinese Department Students' Association
- **KURD'INALCO** – Kurdish Section Students' Association
- **PROMETHEI** – Department of International Relations Students' Association
- **RUSSInalco** – Russian Studies Department Students' Association
- **Translations** – Inalco's translation Association
- **Troque ta langue** - Interdisciplinary Language exchange Association



All association contacts are on
<https://www.inalco.fr/les-associations-etudiantes-de-linalco>

Disability support

Disabilities

Disabilities can be very diverse. They may be physical or internal difficulties, which may be temporary or permanent, and which will affect the students' well-being and academic progress. Here are a few examples of disabilities that can affect students in their studies:

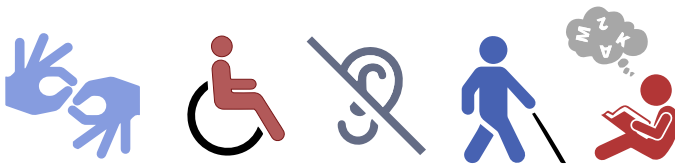
- Dyslexia
- Deafness
- Blindness
- Attention deficit disorder

Role of "La Mission Handicap" at Inalco

The purpose of "La Mission Handicap" is to support students in various ways:

- Informing students about the specific arrangements in place at Inalco
- Adapting the examination procedures to the students' needs
- Directing students to medical aid centres

In order to be supported by "La Mission Handicap", an appointment must be made at the beginning of the students' mobility to establish a support plan.



Contact

Mission Handicap

Please make an appointment beforehand

Office 3.25

handicap@inalco.fr



➤ What is the Izly Card?

Your Inalco student card, given to you at the start of your exchange program, contains an online 'Izly' account: students can use this account to pay for their meals in the CROUS cafeterias. It also allows you to pay for products from Inalco vending machines.

➤ How do I activate it?

To use the Izly payment method you just need to activate your Izly account, which will be debited when you use it. You can manage your Izly account online and top it up on your computer or smartphone directly from your bank account.

Go to
<http://www.izly.fr>

Living in Paris

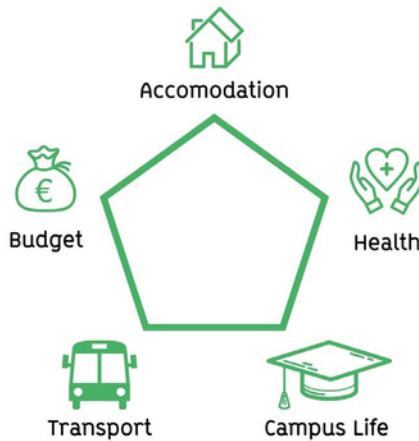
Digital Welcome Desk



Le Digital Welcome Desk, disponible en français et en anglais, propose également un chat en ligne permettant de répondre à toutes vos questions !

Inalco has created its own Digital Welcome Desk, an online platform exclusively dedicated to International Students, in order to facilitate all of their arrival procedures. The Digital welcome Desk is designed:

- To help you carry out all the French administrative procedures (opening a bank account, finding an accommodation, registering for the French social security system, etc.)
- To present Inalco and all the services offered to students
- To discover Paris, its cultural activities and its must-see.



Accessing Inalco's Digital Welcome Desk

You will receive from Inalco's International Relations Office Team the link and code that will allow you to access the platform and all its services.

Cost of living

Food, accommodation, transport, leisure, etc. The cost of living in France can be high, especially in Paris and other major cities. It's best to prepare your budget well to avoid unpleasant surprises when you arrive.

Of course, planning your budget will depend greatly on your lifestyle. The cost of accommodation and leisure can vary considerably, depending on how you live. If you plan to travel during your stay in Paris, you will need to anticipate additional costs.

Don't forget that you are likely to incur additional expenses during the first month, such as home insurance, a security deposit, homewares, etc.

To help you prepare your budget, here are some estimates for the main items of expenditure to be considered:

Estimated monthly budget (in €)	
Food	€250
Accommodation	€500-900
Phone contract	€20
Public transport	€85
Leisure	€100
Medical expenses	€25-35
RECOMMENDED TOTAL PER MONTH	€900-1,500





Finding your accommodation

Finding accommodation in Paris can be extremely complicated. Inalco offers exchange students several accommodation options:

CROUS Residences

Inalco reserves a limited number of places in some of the CROUS residences located near the main Inalco campus:

- Average rent: €500 per month
- Type of accommodation: single room
- Equipment: bed, desk, shower, WC, storage space, kitchenette (electric hob, fridge)

If you apply for Inalco's exchange program you are eligible to apply for a room in a CROUS residence.



Accommodation

Cité Internationale Universitaire de Paris - CIUP

The CIUP is a group of university residences situated on a historic campus in the 14th arrondissement of Paris. The CIUP was founded in 1925, and now hosts the largest number of foreign students and researchers in the Paris Region.

As with the CROUS residences, Inalco reserves a limited number of single rooms in the CIUP exclusively for exchange students.

- Average rent: €620 per month
- Type of accommodation: single room
- Equipment: bed, desk, shower, WC, storage space, equipped common kitchen area

Only students from Master-degree onward can apply for a CIUP housing.

Studapart

Studapart is an accommodation service affiliated with Inalco.

Their mission? To provide a large number of private accommodation options on a central online booking platform, including: student residences, shared flats, individual studios, host families, etc.

All you need to do is create an account on <https://housing.inalco.fr/en>.

Do not hesitate to contact the International Office should you have any issue with the enrolment procedure.

Campus France

Campus France, the agency that welcomes international students staying in France, also suggests many options to find an accommodation:

<https://www.campusfrance.org/fr/logement-etudiant-en-France>

Obtaining a guarantor

A guarantor is someone who agrees to pay your rent if you no longer have the financial means to do so. In France, in order to submit a housing application, you must have a guarantor who resides in France.

If you, like many foreign students, do not have a guarantor in France, there is a quick and easy solution: the VISALE Guarantee.

This state-run system replaces individual guarantors and is accepted in almost all student residences. Many private homeowners also accept this guarantee when renting to tenants.

To qualify, you just have to submit your documentation online at www.visale.fr

To help you submit your VISALE application:

<https://www.campusfrance.org/en/VISALE-free-security-deposit-for-students>

Getting home insurance

When you rent a property in France you must insure it against several types of damage (fire, flood, theft, etc.).

You can purchase home insurance from a bank or insurance company. The amount you pay will be proportional to the size of your accommodation. Below are a few tips to help you find home insurance:

- <https://etablisements.mgel.fr/partenaires/study%26co-en>
- <https://www.acs-ami.com/en/student-insurance/housing-insurance/>

Financial assistance for accommodation

As a tenant, regardless of your nationality, the French government can provide financial aid to help you pay your rent. The CAF (Caisse d'Allocations Familiales) offers the APL (Aide Personnalisée au Logement).

Simply log on to the CAF website (www.caf.fr) to check your eligibility and submit an application for the APL. If you are eligible, the CAF website also allows you to estimate how much financial aid you can receive.

Please note that the first payment will be made the month following your application. We strongly advise APL beneficiaries to open a bank account in France to facilitate the procedures.



University restaurants and cafeterias

The university restaurants (Resto'U) and cafeterias are managed by the CROUS. A standard meal is €3.30 (price on 1 Avril 2024). In the cafeterias you can buy hot dishes, sandwiches, salads, pastries and cakes.



Where to eat?

Inalco Cafeteria

1st floor of the Languages and Civilizations Center

Monday to Friday 8 a.m. to 8 p.m. and Saturday 9 a.m. to 5 p.m.

Tolbiac University Restaurant

17 rue de Tolbiac 75013 Paris

Monday to Saturday 11 a.m. to 2 p.m.

Brasserie des Grands Moulins University Restaurant

14 esplanade Pierre Vidal-Naquet 75013 Paris

Monday to Friday 11:30 a.m. to 2 p.m.

Halle aux Farines University Restaurant

9 - 15 esplanade Pierre Vidal-Naquet 75013 Paris

Monday to Friday 11 a.m. to 1:45 p.m.

Rue de Lille site - Cafétéria Saints-Pères

45 rue des Saints-Pères, 75006 Paris

Monday to Friday from 8am to 6 p.m.

Paying for food

You can pay in cash or with your multi-service student card. Your card contains an online Izly account, which can be used at CROUS venues and also in vending machines.

You can activate your Izly account using the e-mail address you provided at registration. This account will be debited at the checkout of the Resto'U or in the cafeteria when you present your student card.





Medical insurance



European students:

Before you arrive, you must obtain a European Health Insurance Card (EHIC) that is valid for the duration of your stay in France.

Students from the European Union, Iceland, Lichtenstein, Norway or Switzerland are eligible for an EHIC.

Non-European students:

To receive health coverage and reimbursement of your medical expenses, you simply need to register with the French Social Security general scheme. Registration is free and can be done online on the Health Insurance site for foreign students (site available in French and English): <https://etudiant-etranger.ameli.fr/#/>

For further information, please visit the [Campus France](#) website.

In addition to the EHIC and/or French Social Security general scheme we strongly recommend that you take out international insurance before you leave for France, to back up your medical cover.



Consulting a doctor

The Doctolib.fr website allows you to find the contact details of a doctor (general practitioner or specialist), and to make appointments online.

You can also go to a University Department of Preventive Medicine and Health Promotion to consult a doctor. Some consultations are free of charge, particularly for contraception, screening, vaccination, nutrition and psychological care.

The nearest center is at Les Grands Moulins, a few minutes away from Inalco.

Appointments Monday to Friday, 9 a.m. to 5 p.m.

For more information visit: <https://u-paris.fr/medecine-preventive/>



You will find on page 28 the main emergency numbers.

Paris is a big city, and you should be vigilant during your stay here. For several years the government has been strengthening security measures throughout France, including in higher education establishments. For this reason, your bags will be routinely checked before you enter the Inalco building.



Some basic rules to follow

- Be very careful with your belongings when using public transport
- Do not leave your wallet or mobile phone on a restaurant table
- Avoid using night buses (noctiliens)
- Don't trust strangers
- Be careful when walking alone at night



Essential emergency numbers

- 112: General emergency call number - Call this number if you witness or are involved in an accident. This number is valid throughout the European Union.
- 15: Emergency Medical Assistance Service - SAMU (Service d'Aide Médicale Urgente) – Call this number for a medical team in a life-threatening situation.
- 17: Emergency police - Call this number to report an offence that requires immediate police intervention.
- 18: Emergency fire brigade - Call this number to report a dangerous situation or accident involving people or property.
- 114: Emergency number for people with speaking or hearing difficulties (deaf hard of hearing, aphasic, dysphasic).
- 36 24: Emergency number for a home visit if you are too ill to travel. This service operates 7 days a week and 24 hours a day.



Be prepared

- Subscribe to the government's social networks and in particular to the Twitter account @beauvau_alert which will send notifications to subscribers in the event of a serious incident.
- Subscribe to Campus France's social networks to benefit from real-time information on security conditions in French higher education institutions.
- Memorize the above emergency numbers.
- Register with your embassy and keep your consular contact details to hand.



Paying for transportation

The t+ ticket

This ticket can only be used on metros, buses, and RERs within Paris.

Imagine R pass

This is an annual student travel pass that you can use on all public transport (metro, RER, buses, Transilien trains and trams) throughout the Greater Paris region.

Navigo Pass

The Navigo pass is a weekly or monthly pass that can be used on all public transport (metro, RER, buses, Transilien trains and trams) throughout the Paris region.

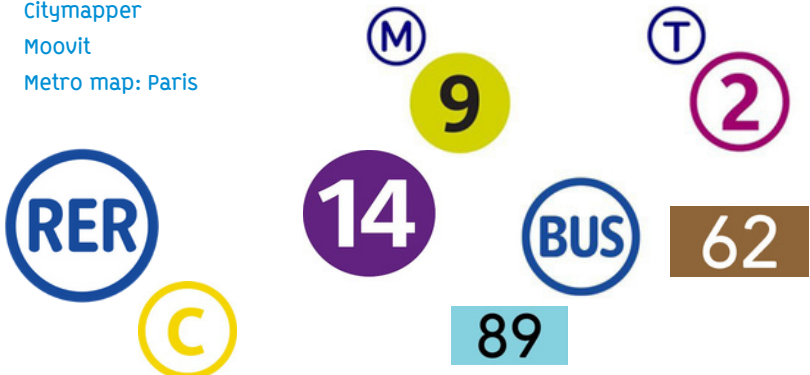
Information is available at the at the Bibliothèque François Mitterrand metro station, near Inalco.

Useful websites

- Navigo Pass: <http://www.navigo.fr/>
- Imagine R pass: <https://www.imagine-r.com/>
- RER (A, B, C, D, E), Trains Transiliens, Trams (4 and 10): <https://www.transilien.com/>
- Metro, Trams (1, 2, 3, 5, 6, 7, 8), Bus and RER A, B: <https://www.ratp.fr/>

Mobile Apps

- RATP
- Citymapper
- Moovit
- Metro map: Paris

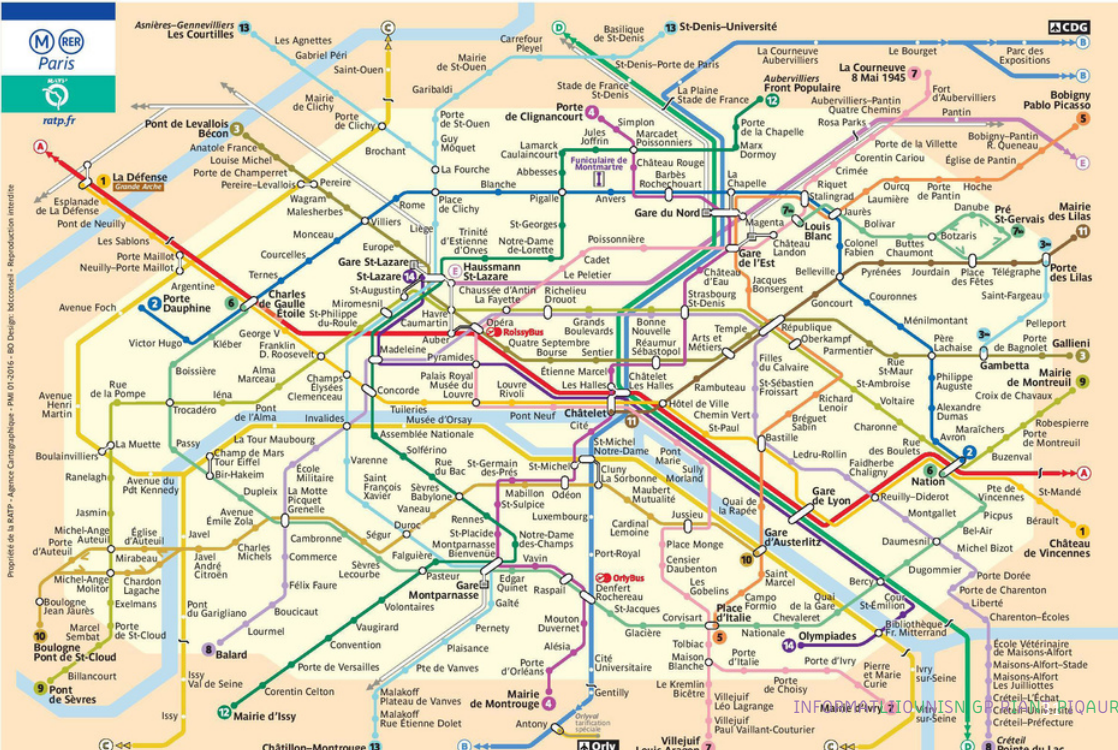




Public transport in and around Paris

The Ile de France (Greater Paris) region offers 5 different types of transport:

- The metro: Lines 1 to 14, metros run in Paris and the inner suburbs. The metro trains run from 5 a.m. until 1 a.m.
- The RER: Lines A to E, RER trains serve Paris and the Greater Paris region. RER trains run from 5 a.m. until 12:30 a.m.
- The bus: Buses are numerous and operate day and night in Paris and the Greater Paris region. Night buses - strongly discouraged - are called 'noctiliens'.
- Transilien trains: Lines H, J, K, L, N, P, R, U, trains run from 5 a.m. until midnight.
- Trams: Lines T1 to T7, trams run from 5 a.m. to midnight.



Cultural life in Paris



Free Museums

Every first Sunday of the month, all museums in Paris grant free entry to the public.

Some museums in Paris are free for students under 25 who are EU citizens or in France on a long-term student visa. To take advantage of the free service, simply go to the cash desk and show your student card.

Participating museums in Paris:

- Musée du Louvre
- Musée d'Orsay
- Musée du quai Branly - Jacques Chirac
- Musée de l'Orangerie
- Musée du Moyen-Âge - Thermes et Hôtel de Cluny
- Musée Eugène-Delacroix
- Musée de l'Immigration
- Musée National des Arts Asiatiques-Guimet

Some other museums and monuments in Paris offer reduced rates for students.



➤ Not to be missed

- Eiffel Tower
- Arc de Triomphe
- Château de Versailles
- Sacré Cœur Basilica - Montmartre
- Giverny Gardens
- Musée du Louvre
- Musée d'Orsay
- Musée du quai Branly - Jacques
- Chirac Luxembourg Gardens
- Latin Quarter
- The Marais

➤ What's on in Paris

- <https://www.etsionvisitaitparis.com/>
- <https://www.sortiraparis.com/>
- <https://www.parisinfo.com/>
- <https://www.offi.fr/>
- <https://www.timeout.fr/paris>
- <https://quefaire.paris.fr/>
- <https://www.lebonbon.fr/paris/>

Contacts

Inbound Program Coordinator for
non-Erasmus+ students
Student Housing Coordinator for
all exchange students

mob-in@inalco.fr
Office 3.37

Inbound Program Coordinator for
Erasmus+ students

erasmus@inalco.fr
Office 3.39

International Office
Incoming Students Hub
Office 3.39

Inalco
65 rue des Grands
Moulins, 75013 Paris,
France