

**Before registering, you must pay the “Contribution via étudiante et de campus (CVEC)”.**

**How? Why? See for details: <https://cvec.etudiant.gouv.fr>**

| You are                                                                                                                                                                                                                | If the teachings cannot be organized face to face due to the health context, other arrangements will be notified                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                              |
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|                                                                                                                                                                                                                        | Step 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Step 2                                                                                                                                                                                                                                                                                                                                                                                                           | Step 3                                                                                                                                                                                                                                                                                                                                                       |
| <p><b>A student enrolling for the first time</b> at a French higher education institution, originally from the EU or outside the EU.</p> <hr/> <p>People with the following status « <b>Continuing Education</b> »</p> | <p>You must make an appointment</p> <p style="text-align: center;">☎ (+33 0) 4 76 63 58 27</p> <p style="text-align: center;">between <b>25th August and 31th August 2020</b><br/>from <b>9am and 1pm</b></p> <p>for a <b>face to face administrative registration</b> which will take place between the <b>1<sup>st</sup> and 14th September 2020</b></p>                                                                                                                | <p>You must download the <b>2020/2021 administrative registration form</b>, as well as the <b>list of required supporting documents</b> on the <b>UGA website</b> : “<i>étape 3 s’inscrire à l’université</i>”</p> <p>The <b>completed and signed registration form</b> must be handed over at your registration meeting. <b>You must provide the requested supporting documents and a means of payment.</b></p> | <p>You must go to the following address on the day of your appointment:</p> <p style="text-align: center;"><b>UFR PhITEM</b><br/><b>Michel Soutif Building</b><br/><b>(ex-bldg.A) – room A021</b><br/>126 rue de la piscine<br/>Domaine Universitaire<br/>Saint Martin d’Hères</p> <p style="text-align: right;"><i>Tram B or C, stop: Gabriel Fauré</i></p> |
| <p><b>A student enrolling at UGA for the first time (primo)</b> having already put in an E-candidat application, and having received confirmation of your admission</p>                                                | <p>You must register via the <b>website</b>:</p> <p style="text-align: center;"><b>For M1 : from 8th July to 22nd July 2020</b><br/><b>And from 26th August to 3rd September 2020)</b></p> <p style="text-align: center;"><b>For L3 and M2 : from 8th July to 22th July 2020</b><br/><b>and from 26th August to 11th September 2020)</b></p> <p style="text-align: center;"><b>In case of any problem, contact the hotline IAWeb</b><br/><b>(+33 0) 4.57.42.21.80</b></p> | <p>After registration, you have to :</p> <ul style="list-style-type: none"> <li>- upload the required supporting documents on the dedicated web platform</li> <li>-</li> <li>- after validation of your file by the administration, <b><a href="#">make an appointment to pick up your student card</a></b></li> </ul>                                                                                           | <p>You must go to the following address on the day of your appointment:</p> <p style="text-align: center;"><b>UFR PhITEM</b><br/><b>Michel Soutif Building</b><br/><b>(ex-bldg.A) – room A021</b><br/>126 rue de la piscine<br/>Domaine Universitaire<br/>Saint Martin d’Hères</p> <p style="text-align: right;"><i>Tram B or C, stop: Gabriel Fauré</i></p> |

| You are                                                                                                                                                                                                                                                                                             | If the teachings cannot be organized face to face due to the health context, other arrangements will be notified                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                         |
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|                                                                                                                                                                                                                                                                                                     | Step 1                                                                                                                                                                                                                                                                                                                                                                    | Step 2                                                                                                                                                                                                                                                                                                   | Step 3                                                                                                                                                                                                                                                                                  |
| <p><b>A student who is already enrolled at UGA</b>, you would like to enroll for 2020-2021 (<i>for the next year of your program, change of subject or a repeat year</i>)</p> <hr/> <p><b>Please note!</b></p> <p>This section does not concern people who have a "Continuing Education" status</p> | <p>You must register via the <a href="#">website</a>:</p> <p><b>For M1 : from 8th July to 22nd July 2020<br/>And from 26th August to 3rd September 2020)</b></p> <p><b>For L3 and M2 : from 8th July to 22th July 2020<br/>and from 26th August to 11th September 2020)</b></p> <p><b>In case of any problem, contact the hotline IAWeb<br/>(+33 0) 4.57.42.21.80</b></p> | <p>After registration, you have to :</p> <ul style="list-style-type: none"> <li>- upload the required supporting documents on the dedicated web platform</li> <li>- after validation of your file by the administration,<br/><a href="#">make an appointment to pick up your student card</a></li> </ul> | <p>You must go to the following address on the day of your appointment:</p> <p><b>UFR PhITEM<br/>Michel Soutif Building<br/>(ex-bldg.A) – room A021<br/>126 rue de la piscine<br/>Domaine Universitaire<br/>Saint Martin d'Hères</b></p> <p><i>Tram B or C, stop: Gabriel Fauré</i></p> |

**All students, whatever their original institution (French or not) must hold a qualification allowing enrollment:**

**For an enrollment in the 3<sup>rd</sup> year of a degree, or for a masters:**

• **Holder of a required French diploma:**

- ✓ qualification certificate of achievement allowing enrollment **and** transcript of grades (original + photocopy)
  - 3<sup>rd</sup> year of degree : transcript of grades for semesters 1 to 4 (having separately validated the 1<sup>st</sup> & 2<sup>nd</sup> years of the degree)
  - Masters 1 : degree certificate of achievement
  - Masters 2 : transcript of grades for semesters 7 and 8 (= the 2 semesters of the 1<sup>st</sup> year of the Masters) + validation certificate for the Masters 1 (60 credits)
- ✓ academic status delivered by the university of origin: *students from French universities must ask their university of origin for their university dossier to be transferred to Université Grenoble Alpes (UGA)*

• **Holder of a non-French diploma or non-holder of a required French diploma (or qualification):**

- ✓ admission notice (received via email for E-Candidat students, or certificate of pre-enrollment for France Campus students), **and** original + copy of the qualification/diploma with which you applied.

**For an enrollment as an International Exchange Student:**

- ✓ enrollment authorization delivered by the Direction Générale Déléguée Relations Territoriales et Internationales (DGDRIT)

**For an enrollment in a magistère program:**

- ✓ The students concerned must enroll in the national diploma (Degree 3<sup>rd</sup> year/Masters1/Masters2). The additional enrollment in a magistère program will take place in September at the UFR Program Service desk. Interested parties will be informed of the date in due course.