



**ECAM  
LaSalle**



**WELCOME TO  
ECAM LASALLE**

SCHOOL OF ENGINEERING SINCE 1900

**INTERNATIONAL STUDENTS GUIDE**

ECAM LaSalle - 40 montée Saint-Barthélemy - 69005 Lyon - France



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Director

## Welcome to ECAM LaSalle

On behalf of the ECAM LaSalle faculty and staff, I would like to personally welcome you to our institution.

ECAM LaSalle has over 100 years of experience in providing students a world-class education in a dynamic and unique setting. Being founded on a strong set of Lasallian values, we believe that openness to the world and international exposure are key elements of our teaching objectives.

Time and time again, our focus on international experiences has been validated by industry and other institutions in France and abroad.

Our values also include welcoming students from other countries and cultures. Our faculty and staff are happy to open our doors to you and share our unique vision of Lasallian education and a strong focus on student support and guidance.

When you are on campus, you benefit from the backing of over 350 faculty and staff members who are with you in your personal and professional projects.

We are also pleased to welcome you to our campus in the historical heart of Lyon, at the crossroads of Europe. Our city provides ample opportunities to guests and residents alike.

The entire ECAM LaSalle team will tirelessly work to ensure that your stay here meets your expectations whether they be academic, professional, or personal.

Best wishes for your stay at ECAM LaSalle!





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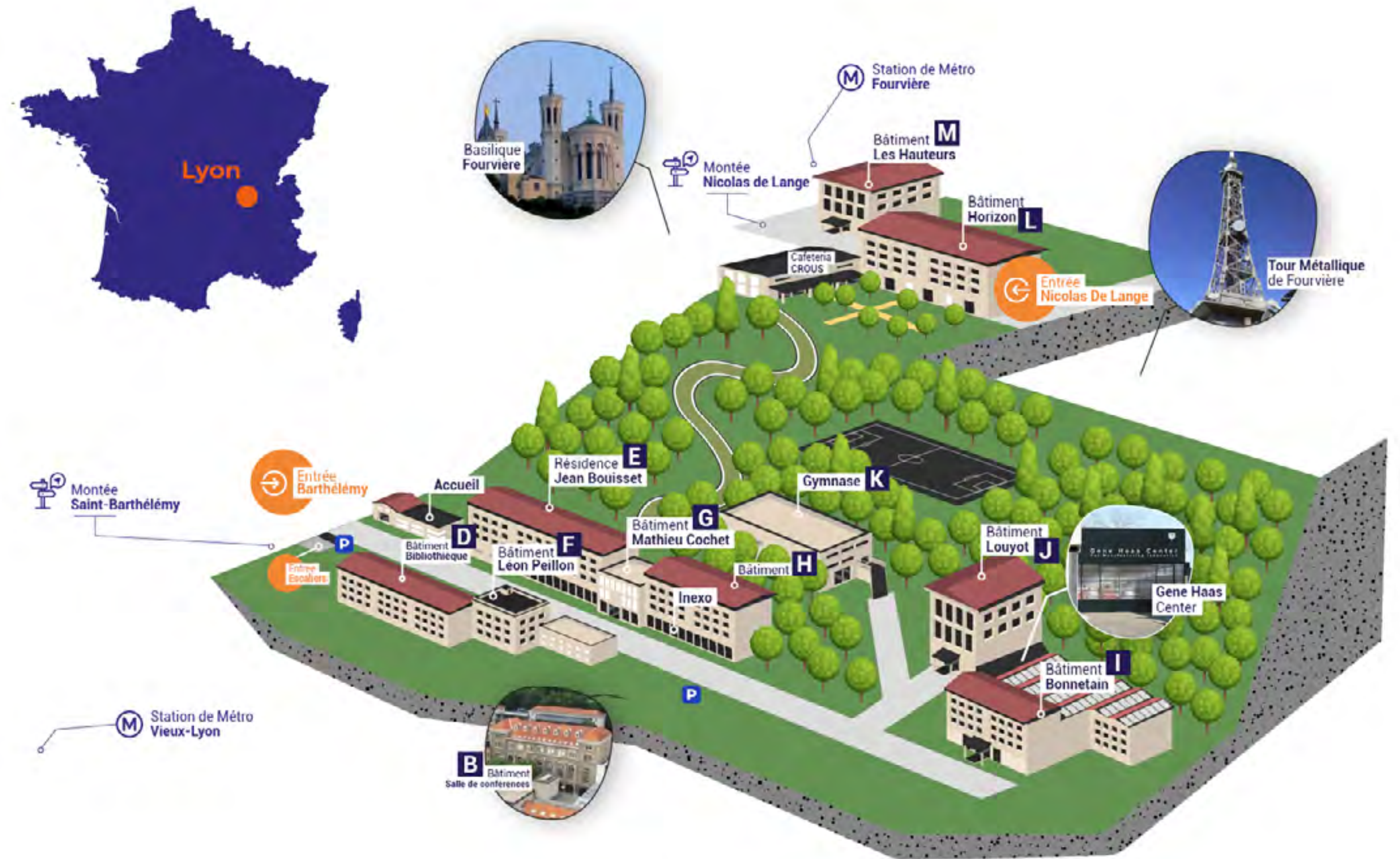
# ECAM LaSalle: Lyon campus

The ECAM LaSalle campus, right in the heart of Lyon, is an ideal place to live and study, offering optimal conditions for student fulfilment and success.

Located in the heart of France's second metropolitan area and number one student city (153,000 students), Lyon offers all the advantages and conveniences of a large city while also offering the friendliness, tranquillity and benefits of being close to its students.

- ▶ area of 7 hectares
- ▶ high-quality scientific and sports equipment
- ▶ 1 student residence offering 150 rooms
- ▶ more than 45 clubs and associations at ECAM LaSalle

The school supports and promotes student involvement in technical, humanitarian, cultural, and sports extracurricular activities. The processes of personally investing in these organisations, leading and taking risks is part of what helps them become engineers.



# Visa and immigration

## PRE-ARRIVAL

### → EU/EEA/CH Nationals

No immigration procedures are required.

### → Etudes en France Procedure

Countries required to follow «Études en France» procedure:

Algeria, Argentina, Benin, Brazil, Burkina Faso, Burundi, Cameroon, Chile, China, Colombia, Comoros, Congo, South Korea, Ivory Coast, Egypt, United States, Gabon, Guinea, Haïti, India, Indonesia, Iran, Japan, Kuwait, Lebanon, Madagascar, Mali, Morocco, Mauritius, Mauritania, Mexico, Peru, Senegal, Democratic Republic of Congo, Russia, Singapore, Taiwan, Togo, Tunisia, Turkey, Vietnam.

For more information, please consult [Campus France](#)

### → Other Procedures

Students not from an «Études en France» country have to follow the procedure established by their local French consulate. You can check your particular situation via the website [france-visas.gouv.fr](http://france-visas.gouv.fr)

## RENEWAL OF THE VISA

Students with a valid VLS-TS visa or residence permit should submit their renewal application online at [ANEF](#) between 4 and 2 months before your current visa or permit expires.

**WARNING** A late fee of €180 will apply if you submit your application less than 2 months before expiration.

## UPON ARRIVAL

### → Validation of the Visas

Visa Type	Action
<b>Visa D - VLS-TS</b> (Long-Stay Visa, Valid as Residence Permit)	Validate your visa <b>within 3 months of arrival</b> in France using the <a href="#">ANEF Platform</a> <b>IMPORTANT</b> After validation, you will receive an email with an identification number needed for future procedures.
<b>Visa D for Studies</b> (Marked «C. SEJ A SOLLIC»)	Submit your first residence permit application <b>within 2 months of arrival</b> in France via <a href="#">ANEF</a>
<b>Visa D for Minors</b> (Marked «Minor enrolled in school»)	Request an appointment at the prefecture <b>within 2 months of your 18th birthday</b> to apply for a residence permit via the platform <a href="#">Démarques Simplifiées</a> <b>WARNING</b> A late fee of <b>€180</b> will be applied to the issuance of the card if you submit your application <b>less than 2 months before the expiration</b> of your permit.

Documents to bring to France	
<b>EU/EEA/CH Nationals</b>	<ul style="list-style-type: none"> <li>▶ ID card or passport</li> <li>▶ Birth certificate</li> <li>▶ European Health Insurance Card</li> </ul>
<b>VLS-TS Holders</b>	<ul style="list-style-type: none"> <li>▶ Passport with Visa</li> <li>▶ Birth certificate</li> <li>▶ Private health insurance for the first month</li> </ul>
<b>VLS-T Holders</b>	<ul style="list-style-type: none"> <li>▶ Passport with Visa</li> <li>▶ Private health insurance for the first month</li> </ul>





# Housing and dining

ECAM LaSalle has a partnership with the CROUS (Centre Régional des Œuvres Universitaires et Scolaires), an autonomous French public institution that operates student residences, providing affordable housing options. Students can reside in CROUS housing for their first year.

## PUBLIC UNIVERSITY HOUSING RÉSIDENCE CROUS ANDRÉ ALLIX

### → Address

- ▶ **Street address :** 2 rue Soeur Bouvier
- ▶ **Post code :** 69005
- ▶ **City :** Lyon

### → Rent and type of housing

- ▶ Approx. 283€/month
- ▶ Studio T1 <15m<sup>2</sup>

### → Amenities

- ▶ Private bathroom
- ▶ Shared kitchen
- ▶ Bed
- ▶ Desk
- ▶ Chair
- ▶ Refrigerator

### → Booking procedure

- ▶ Sign the information sheet
- ▶ Confirm the booking with payment of administrative fee
- ▶ Complete an Application Form of CROUS
- ▶ Purchase Housing and liability insurance, and apply for the Visale rental guarantee
- ▶ Submit the Application by email to CROUS
- ▶ Schedule a check-in appointment [here](#)

**NOTE** Notify CROUS at least one month before your departure.

## PRIVATE SECTOR HOUSING

Students can also seek housing in the private sector. Given the competitive nature of the Lyon housing market, students are advised to begin their search as soon as they receive their acceptance.

Additionally, they can use the platform that consolidates housing offers from the private sector: <https://ecam.studapart.com/>.

## DINING ON CAMPUS

### → CROUS Cafeteria

Our school benefits from the Horizon Cafeteria. Spanning 250 m<sup>2</sup>, this new area offers a convivial environment for dining and working, with seating for 150 people and an exceptional view of Lyon from its terrace. All students can enjoy complete, varied, and balanced meals (including a salad bar, sandwiches, quiches, pizzas, full meals, dairy products, fruits, desserts, etc.) at very affordable prices. The Horizon Cafeteria is managed by CROUS. In the evenings, students can purchase takeaway meals.

### → Dining Room

Students also have access to a dining room equipped with microwaves, large tables, and chairs. They can bring meals prepared at home or pack a picnic for lunch.

### → Vending Machines

ECAM LaSalle is equipped with various vending machines available to students, offering a selection of savory and sweet snacks 24/7. These vending machines are located in the dining room on the ground floor of the Jean Bouisset residence and on the ground floor of the Bonnetain building.



# Academics

## FRENCH GRADES

French Grades are based on a scale of 0-20. A minimum of 10 is required to pass a subject. Grades in France tend to be lower than in other countries, which is why the ECTS grading system provides more information regarding student performance.

## USEFUL ACADEMIC VOCABULARY

Here are a few academic terms to help you navigate your way around the French educational system.

French	English	Description
Cours magistral (CM)	Lecture	Large group classes based on knowledge acquisition
Travaux dirigés (TD)	Tutorial	Small group classes based on real-world applications of lessons from lecture classes
Travaux pratiques (TP)	Lab works	Scientific courses based on applying theory using technical equipment
Unité d'enseignement (UE)	Teaching Unit	A group of courses selected for their coherence towards a certain knowledge goal
Élément constitutif (EC)	Teaching Component	A course that is part of a teaching unit
Devoir surveillé (DS)	Exam	In-class examination of the knowledge gained over the past period
Session complémentaire	Retake	Make-up exam for students with an unjustified absence or failure at the first exam
Rattrapage	Resit	Make-up exam for students with a justified absence at the first exam

## ACADEMIC CULTURE AND INTEGRITY

ECAM LaSalle is a Grande École separate from the French university system. Grande Écoles are smaller and have higher standards than most universities, and may differ from what the student is familiar with in their home country. Please keep the following tips in mind :

### → Attendance is mandatory!

Unjustified absences are not allowed in tutorial, labs, and exams. All absences must be reported immediately to your program coordinator.

### → Be on time!

Professors can and will refuse entry to late students.

### → Expect to work!

Grande Écoles are respected throughout the world because graduates know how to work and manage their time. Your course load may be heavier than what you are used to.

ECAM LaSalle has a strong reputation that comes from its Lasallian values of hard work, honesty, and integrity. We take this seriously and impose strong standards on our students that they must follow.

### → Plagiarism

Plagiarism is not tolerated. ECAM LaSalle scans all papers for plagiarism and violators will automatically be referred to the Disciplinary Board.

### → Cheating

Examinations are strictly monitored for all forms of cheating. Use of cell phones, unauthorized notes, or any other forms of cheating will result in an automatic referral to the Disciplinary Board.

### → Absences, Tardiness, and Poor Conduct

Attendance, being on time, and exemplary behavior are not choices at ECAM LaSalle. Sanctions range from referral to the Disciplinary Board, failing the module, or being barred from future classes.



# Healthcare

## HEALTH INSURANCE (MANDATORY)

Registration for French social security is free and mandatory. It provides coverage for a portion of your health expenses throughout your studies. This registration is compulsory for everyone who works or lives in France on a regular and continuous basis. It covers up to 70% of medical costs in France, ensuring you receive essential health services during your time here.

Preparation Requirements	
<b>EU/EEA/CH/UK Residents</b>	Prepare your European Health Insurance Card (EHIC) before leaving your home country.
<b>Québec Residents</b>	Obtain your SE-401 form from the RAMQ before departure.
<b>Other International Students</b>	Student must register for French health insurance on this site as soon as they arrive in France. It is recommended to have private health insurance for at least the first month. Heyme offers temporary health coverage while waiting for Social Security registration.



## COMPLEMENTARY HEALTH INSURANCE (OPTIONAL)

Health insurance (Social Security) partially reimburses your healthcare expenses. A supplementary health insurance plan (mutuelle), whether individual or provided by a company, can cover most of the remaining costs.

## CIVIL LIABILITY INSURANCE (MANDATORY)

All students are required to have civil liability insurance in order to enroll at ECAM LaSalle. This insurance protects you against any damages you may cause to a third party. For example, if you accidentally break expensive lab equipment, your liability insurance would cover the costs of the damages.

## HOUSING INSURANCE (MANDATORY)

Housing insurance protects your accommodation and belongings in France during your studies against unforeseen events. It covers you for theft, vandalism, damage from extreme weather, fire, water damage, burst pipes, and other potential losses.

## HEALTH AND MEDICAL APPOINTMENTS

### → General Practitioners (GPs)

The first point of contact for most health concerns. It is important to choose a «médecin traitant» (primary doctor), who will manage your general health and refer you to specialists if needed. Make an appointment on [Doctolib](#) by searching for «general practitioner».

### → Specialists

If you require specialized medical care (e.g., dermatologists, gynecologists, dentists), your GP can refer you. Some specialists can be seen directly without a referral (such as gynecologists, ophthalmologists, and dentists), Make an appointment on [Doctolib](#) or call the medical office directly. The delays to obtain an appointment being long (sometimes several weeks or several months), it is recommended to anticipate the appointment

### → Hospitals and Clinics

In the event of a medical emergency, you can call 15 or 112 who can direct you. For more urgent or severe medical issues, hospitals and clinics are available throughout France.



## Useful information

### CONTRIBUTION TO STUDENT AND CAMPUS LIFE (CVEC)



The Contribution to Student and Campus Life (CVEC) is a mandatory financial contribution established by the “Orientation and Success of Students” law. Every student enrolled in a higher education institution must pay this fee before registering at their institution.

This contribution aims to enhance social, health, cultural, and sports support services for students, as well as to strengthen preventive and health education initiatives directed at them.

#### → The following students are exempt from paying the CVEC:

- ▶ Exchange students who are participating in a mobility program in France are not required to pay or register for the CVEC. This applies to Erasmus students. In international exchanges: this applies to students spending an academic year in France as part of an agreement between their higher education institution and a French institution.
- ▶ French government scholarship holders (CROUS), refugees, beneficiaries of subsidiary protection or asylum seekers are exempt but must still complete the process online to obtain a certificate of payment by exemption.

#### → The following students are not exempt from paying the CVEC:

- ▶ Scholarship holders from a foreign government (BGE)
- ▶ Scholarship holders from a private organization (e.g., foundation).



### THE CAISSE PRIMAIRE D'ASSURANCE MALADIE (CPAM)

The CPAM is an integral part of France’s public health insurance system, providing access to healthcare by reimbursing medical expenses such as doctor visits, hospital stays, and medications. Additionally, CPAM offers financial support for sick leave, maternity leave, and work-related accidents. Operating regionally, it typically registers all residents to ensure they receive coverage as part of the Sécurité Sociale.

#### → How to register with the CPAM:

- ▶ Sign up at [etudiant-etranger.ameli.fr](http://etudiant-etranger.ameli.fr)
- ▶ Upload the required documents
- ▶ Access your personal account on [ameli.fr](http://ameli.fr) or via the app (once you have received your social security number)
- ▶ Declare a “médecin traitant” (referring physician) during your first appointment

### THE CAISSE D'ALLOCATION FAMILIALE (CAF)

The CAF provides housing assistance, commonly referred to as APL (Aide Personnalisée au Logement), a monthly subsidy to help you cover your rent. If you are an international student living in the same accommodation in France for more than 8 months, you are eligible for this support.

#### → How to apply for APL (specifically for CROUS accommodation):

- ▶ Create an account at [caf.fr](http://caf.fr)
- ▶ Apply for the APL

## Daily life information

### PHONES

France has a wide variety of phone plans for all budgets. The main services in France include:



Many of these plans do not have a minimum contract period, and you are free to change operators whenever you want provided you give appropriate notice if there is no contract “engagement”. When changing operators you can keep your phone number. Take advantage of this as operators frequently have promotions with very low prices and great service.

### BANK ACCOUNT

Opening a bank account in France is essential for students staying for a semester or longer to receive medical reimbursements and simplify daily life. You’ll need to provide identification, proof of address, and residency documents. Once your account is set up, you can access online banking, debit cards, and various other services.

### PUBLIC TRANSPORTATION IN LYON: TCL

Lyon’s TCL system includes buses, trams, metros, and funiculars, offering easy travel around the city.

#### → Tickets

Buy tickets at stations, tram stops, bus terminals, or via the TCL app. A single ticket (€2) is valid for 1 hour across all services. Day passes and monthly subscriptions are available for frequent travel.

#### → How to use

Validate your ticket before boarding using the machines in stations or on vehicles. Keep it with you, as checks are random.

#### → Operating Hours

TCL operates from 5:00 AM to midnight, with night buses running after hours. Check the TCL app or website for real-time schedules.

For more info, visit [www.tcl.fr](http://www.tcl.fr) or download the TCL app.

# International student support

## STUDENT BUDDY PROGRAM

The Buddy Program at ECAM is designed to help international students acclimate to their new environment and enhance their overall experience while studying in Lyon. Through this program, each incoming student is paired with a local buddy who provides guidance, support, and friendship. Buddies assist with navigating campus life, understanding local culture, and making connections within the community. The program fosters a welcoming atmosphere, encouraging cross-cultural exchange and lasting friendships.

International students can also stay updated on student events and activities by following the program's Instagram account, where they can find information about upcoming events and opportunities to connect with fellow students.

[Instagram in both French and English](#)

## ORIENTATION MEETINGS

At the beginning of the school year, the International Office will organize an orientation meeting for international students to provide essential information regarding their new academic environment. During this meeting, students will be briefed on various immigration, administrative, and academic formalities they may encounter at the start of their stay. This includes guidance on visa requirements, enrollment procedures, and essential documentation.

Additionally, the meeting fosters a sense of community, enabling students to connect with one another and build a network of support that will enhance their experience in Lyon.

Following the orientation, students are encouraged to participate in various activities organized by the Buddy Program and the International Office, which will further aid their integration into campus life and local culture.

## ADMINISTRATIVE ASSISTANCE

To help you with your administrative procedures, we have partnered with the Student Welcome Desk of Lyon and IPL Lyon. These organizations provide support with important processes, ensuring you have the assistance needed to settle in smoothly.



The Student Welcome Desk in Lyon is dedicated to supporting international students during their transition to the city. It provides essential information and assistance with administrative procedures, housing, healthcare, and daily life.



IPL is a consortium of four different engineering schools in Lyon, including ECAM LaSalle. It has a coordinator dedicated to assisting with administrative procedures and organizes various events to foster connections among students from these institutions.



## ACADEMIC SUPPORT

At ECAM LaSalle, we understand that adapting to a new academic environment can be challenging, especially for international students. To help you navigate any academic difficulties you may encounter, we have dedicated academic advisors specifically for international students.

These advisors are available to provide guidance, help address academic concerns, and ensure you have the resources you need to succeed. Whether you need assistance with coursework, understanding academic expectations, or managing your workload, don't hesitate to reach out for support.

## FRENCH LANGUAGE LEARNING SUPPORT

Classes in French language and culture are offered to students each semester according to their level of proficiency. French languages are part of the curriculum of the English taught programme - ECAM Engineering and can be offered free of charge upon request to students exchange (semester/year of studies).

## STUDENT ASSOCIATIONS AND CLUBS AT ECAM

ECAM LaSalle's student events are organized by the AEI (Association des Étèves Ingénieurs). International students are welcome to participate in a wide range of activities, including sports, cultural events, and social gatherings.

The membership fee is €12.50 per semester or €25 per year, giving you access to all the fun and enriching experiences AEI offers throughout the academic year.

## INTERNATIONAL ASSOCIATIONS

There are numerous associations available for international students, including:

- ▶ Erasmus Student Network
- ▶ Lyon International

During your stay, you can stay updated on major international student events in Lyon, such as:

- ▶ La Nuit des Étudiants du Monde: Every October, the city hosts a large free party featuring live concerts, DJs, games, and various activities for international students. Tickets are free but must be requested from the International Office.
- ▶ Soirées My Lyon: The Students Welcome Desk organizes various events specifically for international students.

# Inclusion

ECAM LaSalle is committed to promoting inclusion.

At ECAM LaSalle, inclusion and equal opportunities are at the heart of our educational approach. The institution is firmly dedicated to providing a fair and supportive learning environment tailored to the needs of each individual, particularly those with disabilities.

The school offers personalized support, including specific accommodations to meet the diverse needs of students. These measures ensure an equitable academic experience, whether addressing learning disabilities (DYS), chronic illnesses, psychological or physical disabilities. Our dedicated health prevention unit, part of the Student Life Service, collaborates with various departments within the institution to implement these accommodations and ensures tailored follow-up for each situation.

Since 2019, ECAM LaSalle's Equality and Diversity Mission has been actively combating all forms of discrimination on campus. It upholds the principle of equality and is also involved in prevention and awareness efforts regarding sexual and gender-based violence, harassment, homophobia, and transphobia. The mission remains committed and vigilant in addressing incidents of sexual and moral harassment.



## SAEP: Psychological Support and Counseling Service

The SAEP ensures mental health prevention on the ECAM LaSalle campus. Workshops and practical interventions address mental and physical health issues related to the challenges and concerns of student life.

It provides student support through a team of clinical psychologists, aiming to offer psychological follow-up for students. The SAEP is available three days a week. It offers psychological consultations to assess and provide short-term support for students. The clinical psychologists work on referrals to adapt to the student's issues and needs, with the goal of ensuring student well-being on the ECAM La Salle campus. For more information and contact: [saep@ecam.fr](mailto:saep@ecam.fr).

### STUDENT HEALTH SERVICES

ECAM LaSalle arranges for a doctor to address student health concerns, such as risk prevention or managing a healthy lifestyle. The doctor cannot sign notes excusing students from classes or exams and cannot provide prescriptions.

To improve your understanding of the French healthcare system and facilitate your access to medical care, the University of Lyon, in partnership with its institutions, the Crous de Lyon, and with the support of the Auvergne-Rhône-Alpes Region, has compiled in [this portal](#) all the information, procedures, services, and contacts useful for your physical and mental health.



# Contact

DEPARTMENT	CONTACT	DESCRIPTION OF ACTIVITIES
<b>International Relations Office</b>	<a href="mailto:exchange@ecam.fr">exchange@ecam.fr</a>	Handling issues related to our partner universities, including exchange students' admissions, learning agreements, and the organization of activities with ECAM buddies.
<b>Academic Affairs Office</b>	<p>→ <b>French taught Arts et Métiers program</b> <a href="mailto:scolarite.aem1@ecam.fr">scolarite.aem1@ecam.fr</a> (Year 1) <a href="mailto:scolarite.aem2@ecam.fr">scolarite.aem2@ecam.fr</a> (Year 2) <a href="mailto:scolarite.aem@ecam.fr">scolarite.aem@ecam.fr</a> (Year 3, 4 and 5)</p> <p>→ <b>English taught Engineering program</b> <a href="mailto:office.eeng1@ecam.fr">office.eeng1@ecam.fr</a> (Year 1) <a href="mailto:office.eeng2@ecam.fr">office.eeng2@ecam.fr</a> (Year 2) <a href="mailto:office.eeng@ecam.fr">office.eeng@ecam.fr</a> (Year 3, 4 and 5)</p>	In charge of all matters related to academic affairs, including planning, courses, absences, exams, retakes, transcripts, etc.
<b>Housing Management</b>	<a href="mailto:m.dulbecco@ecam.fr">m.dulbecco@ecam.fr</a>	In charge of accommodation-related issues.
<b>IT Department</b>	<a href="mailto:Infoline@ecam.fr">Infoline@ecam.fr</a>	In charge of issues related to digital tools, including student cards, intranet, email addresses, etc.
<b>Student Life Department</b>	<a href="mailto:lydie.bouillet@ecam.fr">lydie.bouillet@ecam.fr</a>	In charge of student life, including student club activities, psychological support, additional test time, etc.
<b>Academic Support</b>	<a href="mailto:gauthier.daval@ecam.fr">gauthier.daval@ecam.fr</a> <a href="mailto:adeline.albou@ecam.fr">adeline.albou@ecam.fr</a>	Provides academic advising and support for international students who encounter difficulties in their studies.
<b>IPL Administrative Department</b>	<a href="mailto:domoina.rakotosolofa@ecam.fr">domoina.rakotosolofa@ecam.fr</a>	Provides assistance to international students with administrative procedures, including health insurance, immigration procedures, bank account opening, transport cards, etc., as well as organizing student activities.
<b>SAEP</b>	<a href="mailto:saep@ecam.fr">saep@ecam.fr</a>	Psychological Support and Counseling Service, offers psychological consultations.



School of  
engineering  
since 1900