
THE STUDENT GUIDEBOOK FOR INCOMING ERASMUS+ STUDENTS

ENROLLING STEP BY STEP

1. Send your application ASAP after your nomination has been sent from your university to Lycée Claude Nicolas Ledoux – EBTP.
 - a. You will be asked to attach your CV when filling the form
 - b. If you are an art / design student, please attach PDF / paste a link to website of your portfolio.
2. Contact the department of exchange student [here](#).
3. Find yourself a place to stay in Vincennes (Paris) for the mobility period. Note that the Lycée Claude Nicolas Ledoux – EBTP can help in finding a place.
4. Browse the selected specialization study program: courses and its syllabuses. The study programmes are here: [DNMADe: Courses details](#)
5. Choose the courses for your Learning Agreement with your Erasmus Coordinator.
6. It is advised for you to choose courses of a specific semester and level of study – parallel to your level of study at your home university.

DURING THE SCHOLARSHIP STAY

1. Visit the Lycée Claude Nicolas Ledoux – EBTP 's International Office ASAP after your arrival – you will get all the info and support needed from:
the Deputy Managing Director (mob. +33 6 21 65 36 90)
the tel. +33 1 48 08 11 21 (general - for the office)
address: 30 – 32 rue de la Paix – 94307 Vincennes Cedex
2. Get to know your schedule.
3. You will get a student number when you arrive and an access card to building and classroom.
4. It is advised during the first week of the semester to browse the courses and get to know their aims. During the 1st week you can attend as many courses as you wish. It is to help you decide on the courses you find most interesting and relevant, in case you are allowed to propose changes in your Learning Agreement by your home Erasmus coordinator.

5. Regarding the choice of courses: you can propose changes to your Learning Agreement after you arrive. You have to pass the final decision to your home, and Lycée Claude Nicolas Ledoux – EBTP's International Office during the **first 2 weeks of the semester**. This is **the latest moment for changing the choice of courses**.
6. Lycée Claude Nicolas Ledoux – EBTP students are obliged to follow the strict attendance policy.

AFTER RETURNING TO HOME COUNTRY

1. Please share some photos of your stay in Vincennes (Paris) with us. We will be happy to share it, to further promote Erasmus mobility for students :)
2. Please share the projects you created at Lycée Claude Nicolas Ledoux - EBTP: posters, case studies, animations, etc. We would love to make it visible to promote the value of the mobility.
3. Please share your experience at Lycée Claude Nicolas Ledoux - EBTP: with your colleagues at your home university.