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Dear New Students

Welcome to each of you to INSA Lyon and congratulations for enrolling in one of our study programmes! INSA Lyon is one of France’s best Engineering Schools and we are proud to host more than 1,700 international students every year - a point that was recognized in the last 2021 QS World University Ranking*

This handbook is made to give you a proper overview of your new environment in order to facilitate your arrival and your everyday life. As you progress through your new adventure, take advantage of the many services available to help you achieve your full potential.

The Registrar’s Office, the International Relations Office and the Academic Advisors in the Departments are your contact points to support your academic and personal goals.

Your safety is, and always will be, our school’s greatest concern. Do not hesitate to contact the health and medical staff on campus if needed.

You have probably heard that we have a very active campus life, and it’s true! Our Student Union is the biggest in France so I encourage you to get involved in one of the 130 INSA associations, and take part in the many activities and events offered on campus throughout the year.

Again, welcome to INSA Lyon and we look forward to you having a wonderful INSA Lyon experience!

Pr. Damien Fabregue
Vice-President for International Development

* L’Etudiant Magazine

#541 sur 1600 institutions [top 34%]
ABOUT INSA LYON

INSA Lyon was founded in 1957 and is part of the INSA Group. Approximately 10% of all French engineers graduate from INSA each year. INSA Lyon is a leading European Institute of Technology—an Engineering School and a dynamic centre for scientific research, where highly qualified engineers, whose skills meet industry needs, are trained.

INSA Lyon is located on the Lyon Tech Campus in La Doua, 15 minutes away from the centre of Lyon, the capital city of the Auvergne-Rhône-Alpes region. INSA Lyon’s success is linked to the training it provides. The latter is structured so as to foster students’ personal development throughout their engineering studies. INSA Lyon offers on-campus accommodations, a wide choice of student associations and excellent athletic facilities. Special programmes have been established for students who want to combine their engineering studies with national or international athletic careers or artistic activities.

INTERNATIONAL SCOPE

Since its creation, INSA Lyon has made a point of training engineers and doctors for international careers. In 2015, international mobility became mandatory for engineering students. Students can either study abroad at another university or complete a global internship.

In order to graduate from INSA Lyon, students must speak at least two languages. French-speaking students must be fluent in English and learn a second foreign language; non-French speakers must be fluent in French as a foreign language and English. To help students prepare for their stay abroad, 10 foreign language courses are available to them. Lyon is a multicultural campus, with more than 90 nationalities represented among 6,300 students. Twenty-eight (28%) of INSA Lyon’s students come from other countries. They live side-by-side with both French and international students.
• INTEGRATED 5-YEAR MASTER’S PROGRAMMES

The general curriculum at INSA Lyon takes 5 years to complete, and students are admitted through a selective process for:

- a two-year Core Foundation Engineering Programme (general scientific and technical education), including 4 international sections: Eurinsa, Asinsa, Amerinsa and Scan
- a three-year course of study (Master’s Degree) in one of 9 fields of study, referred to as departments:
  - Biosciences (BS)
  - Civil Engineering and Urban Planning (GCU)
  - Electrical Engineering (GE)
  - Energy and Environmental Engineering (GEN)
  - Industrial Engineering (GI)
  - Information Technology (IF)
  - Mechanical Engineering (GM)
  - Materials Science and Engineering (SGM)
  - Telecommunications (TC)

• CORE FOUNDATION ENGINEERING PROGRAMME : INTERNATIONAL SECTIONS

The INSA core foundation engineering programme is 2 years of training that aims to prepare students for the Master’s Degree, with high-level courses in Mathematics and Computer Science, Physics, Chemistry and Physical Chemistry, Mechanics, Construction, Manufacturing and Human Sciences. There are 7 training sections, 3 of which are geographically oriented:

- EURINSAA with students from France and additional European countries
  > 100 new registrations each year.
- ASINSA with students from both France and Asia,
  > 75 new registrations each year
- AMERINSAA with students from both France and Latin America
  > 75 new registrations each year

An English-only section:

SCAN > 75 new registrations each year.

ADMISSION AT THE BACHELOR’S LEVEL

International students may apply to INSA Lyon as regular students [degree-seeking students] or as students under exchange agreements. There are two different registration processes depending on whether students choose one status or the other. Regular student status requires students to meet admission qualifications and French language requirements.

https://www.insa-lyon.fr/en/cycle-formation/master-s-degree

PHD PROGRAMME

The PhD is a professional research degree, awarding successful students the title of Doctor. Research conducted by the student is supervised by the PhD supervisor in a research laboratory, which is part of a doctoral school. The PhD student, his/her supervisor, possible co-supervisors, the management of the host research laboratory and the management of the doctoral school mutually commit to the degree by signing the PhD charter.

The PhD candidate defends a thesis, which validates the scientific work achieved and the knowledge acquired.

https://www.insa-lyon.fr/en/phd-studies

RESEARCH

Research at INSA Lyon is conducted through 23 specialised laboratories and supported by nearly 600 PhD students and 700 instructors and researchers. INSA Lyon’s research activities fall within one of five main categories:

- Digital Society and Information
- Energy for Sustainable Development
- Environment: Natural, Industrial and Urban Environments
- Global Health and Bioengineering
- Transport: Structures, Infrastructures and Mobilities

INSA Lyon uses the latest technology and is actively involved in joint projects with national research institutions (such as the CNRS, INRIA and INSERM), 7 international companies and the following corporations: EDF-GDF, Orange, Acatel, etc.

A DEPARTMENT OF FRENCH AS A FOREIGN LANGUAGE (FLE)

INSA Lyon offers international students a golden opportunity to attend courses in French as a Foreign Language all year round. Initiated by the State, the FLE certification recognizes language centres whose language instruction and services provide the assurance of quality. International students can take advantage of FLE courses through:

The French Summer School
- For preparatory level students [international sections]: five-week course
- Mandatory for double-degree students
- Exchange and double degree students: three-week course
- Both assign 4 ECTS.
- Cost: about €600 for double-degree and exchange students, includes housing and meals until August 31st.

ecole-ete.insa-lyon.fr

The French Winter School
- Two-week course [40 hours], 2 ECTS
International students can also attend extensive French-language courses throughout the academic year: on average 2 hours per week. Other French lessons are available upon request for same level groups: standard French or French applied to specific contexts. French lessons are free of charge for international students.

Why you should attend FLE courses and schools:
- To improve your French language skills
- To enhance your knowledge about French culture and society
- To learn how to adapt to a new environment and be at ease in daily social life
- To prepare yourself and get ready for studies at INSA Lyon

fle.insa-lyon.fr/fr/
www.qualitefle.fr/en-servfran@insa-lyon.fr
### 2020-2021 KEY FIGURES

#### CHARACTERISTICS

<table>
<thead>
<tr>
<th>STUDENTS</th>
<th>STAFF</th>
<th>CAMPUS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1,383</strong> graduates (including 1,133 engineering degrees, 135 PhDs and 103 Master’s Degrees)</td>
<td><strong>683</strong> administrative and technical staff members</td>
<td><strong>134,000 m²</strong> surface area</td>
</tr>
<tr>
<td>*</td>
<td><strong>729</strong> teacher-researchers and researchers</td>
<td>11 student residences</td>
</tr>
</tbody>
</table>

#### INTERNATIONAL

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td><strong>200</strong> partner universities</td>
<td><strong>28%</strong> of the student body comprised of international students; approximately 92 nationalities represented on campus</td>
</tr>
<tr>
<td><strong>40</strong> double-degree agreements in 16 countries</td>
<td>International mobility is mandatory for permanent students</td>
</tr>
</tbody>
</table>

#### RESEARCH

<p>| | |</p>
<table>
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<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>23</strong> research centres</td>
<td><strong>8</strong> doctoral schools</td>
</tr>
<tr>
<td><strong>571</strong> PhD students</td>
<td><strong>135</strong> doctors</td>
</tr>
</tbody>
</table>

#### INSA LYON AND INDUSTRY

INSA Lyon offers lifelong learning courses through 8 specialised Master’s programmes (Mastères Spécialisés). INSAVALOR is the subsidiary working on research and development, technology transfer and training for INSA Lyon. It promotes relations between laboratories and companies seeking technological solutions, skills and training for their innovative projects.

*Industries et Technologies 2018*
THE EUROPEAN CREDIT TRANSFER SYSTEM (ECTS)

The ECTS credit system was developed by the European Commission to establish a common process for syllabus presentation in order to facilitate the accreditation of foreign courses. It was designed to help European institutions measure and compare students’ learning achievements and easily transfer coursework from one European institution to another.

EDUCATION

The training offer is available in the Education Catalogue, on INSA Lyon’s website:


The content of courses and their ECTS credits can be found on:

- [https://www.insa-lyon.fr/en/formation/offre-de-formation](https://www.insa-lyon.fr/en/formation/offre-de-formation)

Exchange students are invited to select their courses on:

- [https://exchange-student.insa-lyon.fr](https://exchange-student.insa-lyon.fr)

THE LEARNING AGREEMENT

The purpose of the learning agreement is to transparently and efficiently help students prepare their stay abroad and ensure that students receive recognition for activities successfully completed abroad. It establishes the programme of studies and the learning outcomes the student is expected to acquire. The learning agreement is always modified on arrival in agreement with your Academic Advisor at INSA, it is compulsory to finalise and sign it 1 month maximum after arrival.

The home institution is committed to giving full academic recognition for the credits earned, and INSA Lyon provides the necessary course units.

INTERNSHIPS

Each student’s internship must appear in the initial learning agreement. The selection committee must accept the application for a one-year exchange period. Internship will take place during the second semester. The student, INSA Lyon and the company welcoming the student for an internship must sign a three-party internship agreement. For more information, students should contact the international academic advisor of their main department (field of study).

STUDY RULES

All students must respect the INSA Lyon study rules and the specific rules of their study department.
ACADEMIC TRANSCRIPT

The academic transcript is an inventory of the student’s academic achievement, which can easily be transferred from one institution to another.

<table>
<thead>
<tr>
<th>ECTS</th>
<th>% of students who typically earn the following grade</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>10</td>
<td>Excellent - outstanding performance, with minor errors only</td>
</tr>
<tr>
<td>B</td>
<td>25</td>
<td>Very Good - above average performance, with just a few errors</td>
</tr>
<tr>
<td>C</td>
<td>30</td>
<td>Good - generally sound work, with a number of errors</td>
</tr>
<tr>
<td>D</td>
<td>25</td>
<td>Satisfactory - fair, but demonstrates significant shortcomings</td>
</tr>
<tr>
<td>E</td>
<td>10</td>
<td>Sufficient - performance meets the minimum criteria</td>
</tr>
<tr>
<td>FX</td>
<td></td>
<td>Fail - more effort required before the credit can be awarded</td>
</tr>
<tr>
<td>F</td>
<td></td>
<td>Fail - considerably more effort is required</td>
</tr>
</tbody>
</table>

1 full academic year = 60 credits: 1 semester = 30 credits

ACADEMIC CALENDAR

- **SEMESTER 1**
  Monday, 19 September 2022 to Friday, 3 February 2023

- **SEMESTER 2**
  Monday, 6 February 2023 to Friday, 23 June 2023

- **SCHOOL HOLIDAYS**
  Half-term: from Saturday, 28 October 2022 to Monday, 7 November 2022
  Christmas: from Saturday, 17 December 2022 to Sunday, 3 January 2023
  Half-term: Saturday, 10 February 2023 to Sunday, 20 February 2023
  Spring: Saturday, 7 April 2023 to Sunday, 24 April 2023

- **BANK HOLIDAYS**
  Tuesday, 1 November [All Saint’s Day]
  Friday, 11 November [Armistice Day]
  Monday, 10 April [Easter Holiday]
  Monday, 1 May [Labor Day]
  Monday, 8 May [Armistice 1945]
  Thursday, 18 May [Ascension Day]
  Monday, 29 May [Whit Monday]
  Friday, 14 July [National Day]
  Tuesday, 15 August [Assumption]
ACADEMIC SUPPORT

International students are assigned an academic advisor, whose role is to help them with academic issues: courses, schedule, exams, etc. Academic advisors are appointed according to the student’s main department (i.e. the department providing most of the student’s courses). Students are invited to get in touch with their academic advisor upon arrival.

INTERNATIONAL ACADEMIC DEPARTMENT ADVISORS

• BIOSCIENCES (BS)
  Céline COSTAZ
  ri-bs@insa-lyon.fr

• CIVIL ENGINEERING AND URBAN PLANNING (GCU)
  Claire SILVANI
  claire.silvani@insa-lyon.fr

• ELECTRICAL ENGINEERING (GE)
  Luong Viet PHUNG
  luong-viet.phung@insa-lyon.fr

• ENERGY & ENVIRONMENTAL ENGINEERING (GEN)
  Gaëlle DUCOM
  gaelle.ducom@insa-lyon.fr

• INDUSTRIAL ENGINEERING (GI)
  Emil DUMITRESCU
  emil.dumitrescu@insa-lyon.fr

• INFORMATION TECHNOLOGY (IF)
  Omar HASAN
  omar.hasan@insa-lyon.fr

• MECHANICAL ENGINEERING (GM)
  Kerem EGE
  kerem.ege@insa-lyon.fr

For classes taught in English:
• ENERGY & ENVIRONMENTAL ENGINEERING (GEN)
  Emmanuel MIGNOT
  emmanuel.mignot@insa-lyon.fr

• MATERIALS SCIENCE AND ENGINEERING (SGM)
  Abdelkader SOUIFI
  abdelkader.souifi@insa-lyon.fr

• TELECOMMUNICATIONS (TC)
  Oana IOVA
  tc.ri@insa-lyon.fr
ADMINISTRATIVE ADVICE

The Incoming Mobility Team is here to help students tackle concerns about registration formalities, immigration issues and health security. Mobility coordinators are multilingual and appointed to students in accordance with their knowledge of the country.

INCOMING MOBILITY TEAM

INSA Lyon - Camille Claudel
8, allée du Rhône
69621 Villeurbanne CEDEX France

Incoming Student Coordinator & Assistant for Asia, North America & Oceania
Ms Magdalena CORNECI
Phone: +33 4 72 43 71 69
e-mail: welcome@insa-lyon.fr

Incoming Student Assistant for Africa, Latin America, Spain & Portugal
Ms Marta GUTIERREZ
Phone: +33 4 72 43 84 33
e-mail: welcome2@insa-lyon.fr

Incoming Student Assistant for other European countries
Ms Magdalena CORNECI
Phone: +33 4 72 43 72 07
e-mail: welcome3@insa-lyon.fr

RIGHT OF RESIDENCE IN FRANCE

VISA

Right of residence in France must be requested in the home country and then registered upon arrival in France.

> EUROPEAN UNION CITIZENS

Visas for European citizens are not required within the EU.

> NON-EUROPEAN UNION CITIZENS

There are 2 visa categories:
- short-stay visas (≤ 90 days)
- long-stay visas (> 90 days)

If a student is staying longer than 90 days, one of the following 3 long-term visas will be provided to him/her:

- Visa Long Séjour Valant Titre de Séjour (VLS-T): 3-12 month stay; the student must validate it online: https://administration-etrangers-en-france.interieur.gouv.fr/particuliers/#/
- Visa Long Séjour Temporaire (VLST): 3-6 month stay, no validation and the student cannot apply for social benefits or a work permit. He will not be able to obtain a residence permit when the visa expires.
- Long-stay visas (VLS), such as the ‘carte de séjour à solliciter’: the student must apply for a residence permit via the dedicated page: https://administration-etrangers-en-france.interieur.gouv.fr/particuliers/#/

The Incoming Student Coordinator helps students with the aforementioned procedures upon their arrival: titre-de-sejour@insa-lyon.fr

DOCUMENTS TO BRING TO FRANCE

> EU CITIZENS
- Valid national identity card or passport
- Birth certificate
- European Health Insurance Card (EHIC)

> NON-EU CITIZENS
- Valid passport and a long-stay visa (obtained at the Embassy or Consulate of France in home country)
- Birth certificate

*Translation: Some official documents must be translated upon arrival at INSA Lyon*
HEALTH SECURITY & INSURANCE

FRENCH SOCIAL SECURITY SYSTEM
All international INSA Lyon students should subscribe to accident and health insurance, valid upon arrival in France. The Incoming Mobility Team can provide you with the right contacts.

> EUROPEAN UNION CITIZENS
Students must have a valid European Health Insurance Card (EHIC) for the duration of their stay in France. If students do not have a valid EHIC, they will be required to subscribe to French Social Security beginning in September (start of the academic year).

> https://etudiant-etranger.ameli.fr

> NON-EUROPEAN UNION CITIZENS
Students arriving before September must take out private insurance (Pack SMERRA, LMDE, etc.) at their own expense. This insurance must cover the period from their arrival in France until September. From then on, they will have to subscribe the French Social Security System through

> https://etudiant-etranger.ameli.fr

Canadian students (Quebec) in possession of the SE 401 Q106 form must ask our Incoming Mobility Team how to register for French Social Security.

CONTRIBUTION TO THE CROUS (CVEC)
A contribution to the CROUS is mandatory for permanent students and must be paid online at:

> https://www.messervices.etudiant.gouv.fr/envole/

This requirement does not apply to exchange and double-degree students. Find out more about the CVEC and the students concerned at:

> http://cvec-info.nuonet.fr/la-cvec.html

OTHER TYPES OF MANDATORY INSURANCE

SUMMER SCHOOL
Students attending a summer school must take out private insurance (health, accident and liability) at their own expense. This insurance must cover the period from their arrival in France until the beginning of the school year. We recommend that students take out insurance on arrival for 3 months as it may take some time to register for the French Social Security.

HOUSING
Students residing on the INSA Lyon campus or in town (private landlord) must subscribe to:
- rental liability insurance
- civil liability insurance which is also compulsory for your INSA registration. A copy of your certificate must be provided to the Incoming Mobility team.
Students may subscribe to both insurance types separately or as part of a package (SMERRA, LMDE, private insurers, banks etc.)
INSA LYON OPENS ITS DOORS TO 6 SUMMER SCHOOLS
which host about 350 international students each year.
Summer Schools are great for meeting and bonding with fellow students, improving French language skills, getting prepared for studies at INSA Lyon and earning 4 ECTS before the semester even starts!

AUGUST
From Mid-August to Mid-September (exchange and double-degree students)
From early August to early September (AMERINSA, ASINSA, EURINSA, SCAN)

SEPTEMBER
19 September 2022
INTEGRATION WEEKEND
A not-to-be-missed weekend organised in the South of France for freshmen students to meet their peers.
https://www.facebook.com/weinsalyon/

OCTOBER
WELCOME CEREMONY FOR INTERNATIONAL STUDENTS
coming for semester 1 and the entire academic year

WELCOME CEREMONY FOR INTERNATIONAL STUDENTS
coming for semester 2 and civil year
https://www.insa-lyon.fr/fr/evnement/journee-portes-ouvertes

JANUARY
FRENCH WINTER SCHOOL
10-day programme with French lessons and social activities, before the start of the semester 2.

FEBRUARY
3 February 2023
END OF SEMESTER 1 AND START OF SEMESTER 2

FORUM OF ASSOCIATIONS
The best way to get a complete overview of INSA’s 130 associations and find out which ones are of interest to you.

OPEN HOUSE
INSA Lyon opens its doors so that students can discover its campus and wide range of courses while getting a sense of what it’s like to live and study at INSA Lyon.
https://www.insa-lyon.fr/fr/evnement/journee-portes-ouvertes
KARNAVAL HUMANITAIRE
This annual week-long event, mixing entertainment and solidarity, began in 1992. The Karnaval Association aims to raise student awareness about international solidarity by taking part in African projects and efforts.
www.karnaval.fr

MARCH

LE CROSS DE L’INSA
INSA Lyon’s fun and emblematic race is open to all students in Lyon and the surrounding areas.
https://www.facebook.com/crossdelinsa/

RAID INSA LYON ORANGE
A long-distance trek combining biking, hiking, climbing and orienteering, this event has remained very popular since its launch 10 years ago. And now, it is also open to athletes with disabilities.

APRIL

GRADUATION CEREMONY
An intense and symbolic moment for all members of the INSA community who are invited to this festive evening. Come hear the President’s congratulatory speech, enjoy diverse entertainment, and celebrate INSA student achievements.
http://gala.bde-insa-lyon.fr/

LE CROSS DE L’INSA
INSA Lyon’s fun and emblematic race is open to all students in Lyon and the surrounding areas.
https://www.facebook.com/crossdelinsa/

RAID INSA LYON ORANGE
A long-distance trek combining biking, hiking, climbing and orienteering, this event has remained very popular since its launch 10 years ago. And now, it is also open to athletes with disabilities.

MAY

STUDENT BALL
The end of year ball is an essential part of the INSA experience. You are guaranteed to have a memorable night! Non-INSA students are welcome.

24H DE L’INSA
Originally a cycling race, this event is now the biggest student festival in France with multidisciplinary races, electro concerts and fun activities.
https://www.24heures.org/

JUNE

23 June 2023

END OF ACADEMIC YEAR

More events on: https://www.insa-lyon.fr/en/main-events
The directory of associations can be found at the Student Union.
ACCOMMODATION

There are 11 student residences for those wishing to live on campus.

More information about residences on:

All residences are equipped with bed, desk, chair, closet, bathroom and small kitchen. Sheets and blankets are provided upon request. Launderettes are available both on the INSA campus (managed by the Students’ Office) and off. All leases end by June 30th. Students who come only for the 1st semester must give notice of their departure from the residences one month before their move. Otherwise they will be charged for one month from the day they confirmed the departure date.

<table>
<thead>
<tr>
<th>Types</th>
<th>2021-2022 prices per month and per student</th>
</tr>
</thead>
<tbody>
<tr>
<td>T1</td>
<td>1 single room</td>
</tr>
<tr>
<td>T1 bis 1</td>
<td>2 single rooms</td>
</tr>
<tr>
<td>T1 bis2</td>
<td>1 double room</td>
</tr>
<tr>
<td>T1 bis3</td>
<td>1 single room 1 double room</td>
</tr>
</tbody>
</table>

Please note that INSA collects direct housing financial assistance [www.caf.fr] for residents that benefit from it. This amount is deducted from their rent.

**Important note**

All incoming students must pay a €45 administrative fee and a €300 deposit along with the first month’s rent. This deposit is refunded after departure (within 2 months).

Please keep your French bank account open for 3 months following your departure or give your home country bank account details to the accounting department. Note that bank fees will be taken from your deposit if the latter is refunded to your home country bank account. Civil liability housing insurance is mandatory and can be purchased from either insurance companies or banks.

You must email your certificate of insurance to the Accommodations Office within 15 days of signing the lease. Any damages assessed in common areas will be borne by the person responsible. The tenant is expected to carry out household duties. Accommodation charges also include heating, electricity, water, furniture, taxes, garbage removal, and the use of common premises.

INSA Lyon - Résidence J 11, allée du Rhône - 69621 Villeurbanne cedex

️ [residences@insa-lyon.fr]
+33 (0)4 72 43 79 68 / 79 61 / 88 91
Student “twinning”
Catering and accommodation costs (except the €300 housing deposit) are covered by INSA Lyon for ISEP network (USA) students, due to ‘twinning’ agreements. For further information, please contact the Incoming Mobility Team. Indian students under «twinning» agreement benefit only from the coverage of the accommodation by INSA. However, the €300 housing deposit and catering (if subscribed) remain at their expense. Charpak scholarship holders do not benefit from accommodation cover.

HOUSING RULES
Life on campus depends on residents’ behaviour. Students are expected to respect sanitary rules, local and regional authority decrees and residence rules regarding safety or day-to-day life. These rules are given to students when they arrive and are displayed in each residence. Non-adherence to these rules may result in eviction from the residence. INSA Lyon is the guarantor of campus accommodations.

PRIVATE RENTAL AGREEMENTS
Students who choose to live off campus can contact estate agents for flat/room rentals or get in touch with the CROUS (Regional Centre for School and University Services). CROUS is an organisation that oversees 6,500 flats in student residences and approximately 1,500 rooms in private homes. These accommodations are subsidised reserved first and foremost for needy students. To benefit from this service, students must contact the CROUS directly.

∧ CROUS: +33 (0)4 72 80 17 70
www.crous-lyon.fr
> N.B. Estate agents usually require a French resident to stand surety before arranging a lease.
MEALS

With respect to daily meals, the on-campus population has a choice of restaurants. The latter are of good quality and reasonably priced [INSA Lyon students receive special rates]. INSA Lyon restaurants are focused on high standards and sustainable development. They are committed to responsible procurement and waste reduction.

<table>
<thead>
<tr>
<th></th>
<th>Breakfast</th>
<th>Lunch</th>
<th>Afternoon</th>
<th>Dinner</th>
</tr>
</thead>
<tbody>
<tr>
<td>Le Ri</td>
<td>/</td>
<td>11.30am</td>
<td>/</td>
<td>6pm</td>
</tr>
<tr>
<td>Self-service</td>
<td></td>
<td>1.30pm</td>
<td></td>
<td>8pm</td>
</tr>
<tr>
<td>[900 seats]</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Le Prévert</td>
<td></td>
<td>11.30am</td>
<td>2pm</td>
<td>6pm</td>
</tr>
<tr>
<td>Sandwiches</td>
<td></td>
<td>1.30pm</td>
<td>5pm</td>
<td>8pm</td>
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<tr>
<td>[120 seats]</td>
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<tr>
<td>Le Grillon</td>
<td></td>
<td>11.45am</td>
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<td>/</td>
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<tr>
<td>Grill</td>
<td></td>
<td>1.30pm</td>
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<tr>
<td>[230 seats]</td>
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<tr>
<td>L'Olivier</td>
<td></td>
<td>11.45am</td>
<td></td>
<td>/</td>
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<tr>
<td>Italian meals</td>
<td></td>
<td>1.30pm</td>
<td></td>
<td>/</td>
</tr>
<tr>
<td>[220 seats]</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Point A [at the bottom of residence A]</td>
<td>6.50am-7.50am</td>
<td>/</td>
<td>/</td>
<td>/</td>
</tr>
</tbody>
</table>

**2021-2022 MEAL RATES**

Mandatory meal plans for 1st and 2nd year students living on campus. Optional for students living off campus.

<table>
<thead>
<tr>
<th>Meal plan 7/7</th>
<th>5 breakfasts +13 lunch/dinners per week, from Monday to Sunday</th>
<th>amount per week: €53.63</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meal plan 5/7</td>
<td>5 breakfasts + 10 lunch/dinners per week, from Monday to Friday [during school terms]</td>
<td>amount per week: €49.10</td>
</tr>
<tr>
<td>Meal plan 5/7 « liberté »</td>
<td>5 breakfasts + 10 lunch/dinners per week, from Monday to Sunday [during school terms and holidays]</td>
<td>amount per week: €51.80</td>
</tr>
</tbody>
</table>

Meal plan for 3rd to 5th year students living on campus and 1st to 5th year students living off campus

<table>
<thead>
<tr>
<th>Meal plan 15</th>
<th>15 lunches or dinners per month</th>
<th>amount per month: €63.75</th>
</tr>
</thead>
</table>

Individual meals

Individual meals for 3rd to 5th year students living on campus, 1st to 5th year students living off campus, and PhD students not payed by INSA Lyon.

Individual meal for a non-INSA Lyon students | €4.60 / €2.40 for breakfast

Meal for a guest on a student card | €5.40 / €2.75 for breakfast

https://www.insa-lyon.fr/en/catering

Students staying on campus are not obliged to take out a meal plan. If they do so and then change their mind, the change will only be taken into account at the beginning of the following term.
EXTRACURRICULAR ACTIVITIES

In addition to their studies, students will benefit from excellent cultural activities and athletic facilities. INSA Lyon is strongly committed to student development and encourages the student body to actively take part in community life on campus. Not only is it a good way to make friends, it also encourages soft skills such as leadership and project management.

STUDENT UNION AND STUDENT ASSOCIATIONS

INSA Lyon’s Student Union (BDE) has been a major actor in the school’s life for over 30 years. With more than 200 volunteers and nearly 3,000 members, it is one of the largest Student Unions in France. By assisting and bringing together 110 student associations, the Student Union promotes an active campus social life. It also works to provide services for its members [photocopiers, laundry facilities, cooking appliances, etc.] and special rates to shows, parties, outings, etc. Students must pay a contribution to the Student Union to become a member and benefit from its services.

MARIE CURIE LIBRARY

Available collections:
- 80,000 books and 20,000 e-books
- 360 subscriptions to printed reports
- 5,900 subscriptions to online reviews
- 24 specialised databases: press, scientific, French and English encyclopedias
- Course supports (printed and scanned)

OPERATING HOURS

• During term time:
  Monday to Friday: 9 a.m. to 10 p.m.
  Saturday: 9 a.m. to 5 p.m.

• During school holidays:
  Monday to Friday: 1 p.m. to 7 p.m. / Saturday: 9 a.m. to 12 a.m.

> USEFUL INFORMATION:

- The RI is the sole restaurant open on Saturdays [for lunch] and Sundays [for lunch and dinner].
- Thélème’s Sandwicherie also offers breakfast and sandwiches [no meal plans included – payment by cash or credit card]
- A monthly package is especially designed for students attending INSA Lyon for only part of the year.
- Billing takes place each month.

Weblinks:

bde.insa-lyon.org
http://scd.docinsa.insa-lyon.fr/
ARTS AND CULTURE

Founded in 1991, the Cultural Service is the meeting point for various INSA initiatives linked to culture: Humanities Centre, art studies sections, student cultural clubs.
It promotes INSA Lyon’s cultural life by offering various events, open to all, throughout the year (contemporary art exhibitions, lectures, ‘Humas Mondays’, etc.). In addition, the ‘Rendez-Vous Culturels’ event promotes the school’s cultural life. It is open to the public several times a year.

http://rotonde-asso-insa.kazeo.com
+ 33(0)4 72 43 85 67

SPORTS

The INSA Lyon Sports Center ensures the following missions:
- Providing students with sports classes: marks for sport are included in the student’s general assessment.
- Organising sports activities at the recreational and competitive levels.
- Supporting students in the High Level Sports Section
- Coordinating research for athletic equipment
Thanks to our students' excellent achievements, INSA Lyon ranks amongst the best French universities: some students even qualify for the Olympic Games!

The High Level Sports Section was established in 1981 and enables high performing sportsmen and women to combine their INSA engineering studies with their athletic careers.

Sports marks are not mandatory. Exchange students:
- Can join teams representing INSA Lyon during university sporting events (if selected)
- Can join the different sports clubs managed by Student Council (the Athletic Department does not organise individual sports).

Note: In order to participate in sporting events organised by the Athletic Association, students are required to submit a medical certificate stating that there are no contraindications to their practice of a competitive sport. This certificate must be issued by a French doctor or validated by the French Embassy in your country.

+33 (0)4 72 43 81 38 or 85 98
sports@insa-lyon.fr
https://www.insa-lyon.fr/en/sporting-life
WELLNESS SERVICE
This service welcomes students throughout the year to listen to them, advise them and help them resolve personal problems.
+33 (0)4 72 43 83 01
service.social-etudiants@insa-lyon.fr

DISABILITY ADVICE
To promote everyone's success, the Student Disability Unit assists disabled students so that they succeed and are able to graduate at the same rate as our non-disabled engineering students. The Student Disability Unit provides help and support in coordination with other INSA departments: educational assistance [including exam prep], technical help, accessibility, etc.
+ 33 (0)4 72 43 74 50
cellule.handicap-etudiants@insa-lyon.fr

COUNSELLING AND MENTAL HEALTH
Thanks to CAP ['Conseil Accompagnement Personnalisé'], students have access to psychologists throughout their studies at INSA Lyon.
+ 33 (0)4 72 43 74 50 - service.cap@insa-lyon.fr

HEALTH
The preventive medicine service has 3 nurses, 1 prevention doctor, 1 psychiatrist and 1 secretary to provide student healthcare, guide students and listen to them while strictly adhering to medical confidentiality. It is a walk-in office and is open from 7.30 a.m. to 6 p.m. [except during school holidays].
+33 (0)4 72 43 81 10 [nurses]
+33(0)4 72 43 79 98 [secretary]
smpe@insa-lyon.fr
building Camille Claudel
RDC - 8, allée du Rhône - 69621 Villeurbanne

DELIVERY SERVICE
This service sorts, delivers and stamps the mail. Mail is posted daily at 3.30 p.m. The delivery service manages the mail of students living on campus:
- Mail is delivered daily in each residence
- Registered mail: students who receive registered mail are informed by email. This mail may be collected at the delivery service by presenting your student card.

WIFI NETWORK
How to connect to Internet in INSA residences
2 ways :
- Free connection with a student INSA account
- Paid connection with a private operator chosen by the student.
  You can take out a subscription with Quantic Telecom which offers 2 subscriptions :
  > an annual rate of €10/month, i.e. €120/year
  > a monthly rate at 15€/month.
In addition to the subscription, students can order :
- a RJ-45 Ethernet cable: €5.
- a QuanticBox : €30€.
These materials can be purchased at the Student's House [Student Union]

How to access the campus WIFI
Eduroam [education roaming] is a secure, world-wide roaming access service developed for the international research and education community. To download your eduroam installer on your device, go to: http://cat.eduroam.org
Your device will then identify a valid eduroam access point and log-in automatically. Your password for your online identity is provided to you by your ‘home’ institution [i.e. where you are enrolled as a student].

INKK - INSA Lyon is a smartphone application used for gathering student tools [calendar, e-mail, notes, services, etc.]. It is available on Android and iOS.
4 | THE CITY OF LYON
CLIMATE

Lyon has a continental climate, with hot summers (25° to 30°C on average) and rarely harsh winters (5° to -2°C on average) with snowfall. Rain occurs mainly in the autumn and spring.

LYON, BEST STUDENT CITY

The city of Lyon is the second largest in France, the metropolis counts 1.3 million inhabitants and more than 130,000 students. Located at the heart of Europe, Lyon is steeped in history and culture. It has a rich industrial network, which includes many global companies. Its international scope and exceptional cultural environment have made it a powerful centre of communication.

Paris, Geneva and Marseille are only two hours away from Lyon by train, and many international high speed trains [TGV] stop in Lyon City Centre daily.

https://www.lyon.fr/
https://www.universite-lyon.fr/
URBAN PUBLIC TRANSPORT

PUBLIC TRANSPORT IN LYON (TCL)

The city has an excellent public transport network (funicular, metro, tramway, bus, etc.). It operates from 5 a.m. to midnight every day. The ‘Pleine Lune’ bus lines run between campuses and the town centre on Thursdays, Fridays and Saturdays. One ticket is valid for all transport types (bus, tramway or metro) for a one-hour travel period. The price of a ticket is €1.90 and tickets may be purchased at any tramway station.

‘Tecely’ travel cards are available at TCL offices (the nearest one: Part-Dieu, Metro B) or online. You will need your student card, identity card, one photo and €5. You can also purchase tickets via the TCL app, or pay contactless with your credit card directly on board.


The campus is located on the tramway lines T1 and T4. There are 3 stations on campus: ‘La Doua-Gaston Berger’, ‘INSA-Einstein’ and ‘Croix-Luizet’.

Timetables

Timetables and bus guides are available in the TCL offices or on www.tcl.fr

BICYCLE RENTALS: VELO’V

Vélo’v is a bike service that is both simple and practical. To rent a bike, simply create an account on the official Vélo’v mobile app or the Vélo’v website.

The Vélo’v must be returned to a free dock at one of the 348 stations.

You can find them all over Lyon and Villeurbanne.

Single ride:
first 30 minutes free, €1.80 for a single ride ticket then payment per additional minute

https://velov.grandlyon.com

CURRENCY AND BANKS
By choosing INSA Lyon, students will discover much about France. As the country’s 2nd largest city, Lyon has a rich historical and cultural heritage.

LYON’S HISTORICAL BACKGROUND

Two thousand years of history have given the city a rich heritage. Between the Rhône and the Saône rivers, from one hill to another, Lyon will delight you with its treasures dating back to the Gallo-Roman period, Medieval times and the Renaissance.

In 1988, the historic site of Lyon was classified a UNESCO World Heritage Site. The Fourvière hill provides magnificent panoramic views of the city. The Presqu’île is home to one of the largest squares in Europe, Place Bellecour, and further on down are other famous squares such as the Place des Célestins. You can visit the Opéra and the Hôtel de Ville at the Place des Terreaux. Along the Rhone River, the ‘Rhone River Banks’, a 10-hectare urban park, has restaurants and nice places to stroll or rest.

The Parc de la Tête d’Or, the city’s biggest park with a green area and zoo, is located just a few minutes walk from the campus. Inventors of the cinema, the brothers Auguste and Louis Lumière (end of XIX century) were from Lyon and there is a museum in their honor named the Musée de l’Institut Lumière. Finally, for those who like winter or water sports, the nearest ski slopes are 150 km from Lyon and the Mediterranean Sea [French Riviera] is only a 2-hour train ride away.
EUROPEAN CAPITAL OF SMART TOURISM

Smart tourism responds to new challenges and demands in a fast-changing sector, including the evolution of digital tools, products and services; equal opportunity and access for all visitors; sustainable development of the local area; and support for creative industries, local talent and heritage.

Lyon was recognized in 2019 by the EU as a Capital of Smart Tourism, as the city performed particularly well in various areas.

Visitors with disabilities and reduced mobility can move around the city with complete autonomy, taking advantage of a fully adapted transport network and smart signage. Lyon's museums offer adapted tours – those with hearing impairments are allowed to touch works of art – and many restaurants provide speaking menus.

40,000 visitors to the city experienced the benefits of the Lyon City Card, which provides users with free public transport, entrance to 23 museums and other attractions, discounts and more.

Lyon-Saint-Exupery is one of 25 airports in just nine countries to be classed as carbon neutral, and sustainable development is one of the city's main priorities. An example of this is the 'Lyon, Ville Equitable et Durable' label which identifies companies, shops, producers and events encouraging responsible consumption. Meanwhile, artists taking part in the Festival of Lights are rewarded for using a sustainable approach when creating their installations.

Food is an important part of life in Lyon, and the city's culinary heritage has been used to create a TV film, a web series and a website dedicated to the mysterious Chef Factory culinary school, whose alumni and former teachers include Paul Bocuse and Eugenie Brazier. If you're visiting Lyon to taste its gastronomic delights, look for the 'Bouchons Lyonnais' quality label – 100,000 Chef Factory wooden spoons have been handed out in 10 cities around the world. This mark guarantees that restaurateurs follow strict traditions, serving local dishes in a convivial atmosphere.

Once you've eaten, you can walk off lunch by meandering through the Traboules (historic secret passages dotted around the city), or check out the UNESCO-listed Painted Murals. Both experiences can be enhanced using augmented reality apps.

For more information about Lyon city:
https://www.lyon.fr/
https://www.lyon-france.com/
https://www.auvergnerhonealpes.fr/
As in most European Union countries, the currency in France is the Euro (€), divided into euro cents. You can open a bank account in any bank branch in Lyon. In most cases, it is very easy to open a non-residential account: a passport and proof of a fixed address in France are required. You can also open a bank account via online banks such as Revolut or N26. It is instantaneous and enables you to transfer funds without paying additional fees. The INSA Lyon Accommodations Office provides a residence certificate to students living on campus. We recommend having a Visa or a Mastercard to make purchases in France.

MAIL

To send mail, stamps can be purchased in post offices and in tobacconist’s shops. A letter sent to France from abroad must include the following items: the name of the institution or person, the building, the street number, the street name, the postal code and the country. (e.g.: INSA Lyon Service de la scolarité Bât. Camille Claudel 8, allée du Rhône 69621 Villeurbanne cedex – France)

SHOPPING

Lyon has numerous retail shops throughout the city. Most are open Monday through Saturday (from 10 a.m. to 7 p.m.) and closed on Sunday. The large supermarkets (Carrefour, Auchan, Leclerc, etc.) are generally open from Monday through Saturday (from 9 a.m. to 10 p.m.). The «La Part-Dieu» shopping centre is open from 9.30 a.m. to 8 p.m. (closed on Sunday). All neighbourhoods have open-air markets 7 days a week (Croix Luizet, Place Wilson, Gratte-Ciel, etc).

PHONE

In France, telephone numbers are composed of 10 digits. In order to phone the overseas territories or abroad, dial 00, then the country code, then the town code and then the local number. You will find the various code numbers in all phone directories. Here are a few mobile operators: www.sfr.fr www.orange.fr www.bouyguesetelecom.fr www.free.fr

APPROXIMATE COST OF LIVING

Daily life
Student monthly subscription for transport - €30
INSA residence - €200-500
Studio in Lyon - €480-700
Flatshare in Lyon - €370-550
Internet - €20*
Phone - €20*
*Depending on the operator
Groceries €50 per week

Leisure
Cinema - €8
Restaurant - €8-25
Museums [12-25 years of age] - €4-15
TRANSPORTATION TO INSA LYON
ARRIVING TO LYON

> BY AIR
Lyon has an international airport, Lyon Saint-Exupéry, with flights to many capitals and cities in Europe.
The regular shuttle service, ‘Rhônexpress’, runs every 15 minutes from the airport to the city centre (Part-Dieu Railway station), and the journey takes 30 minutes. It costs between €15-30 (depending on age). Taxi fare from the airport to the city centre or to INSA Lyon is about €50.

> BY TRAIN
Lyon has two main railway stations - Lyon Part-Dieu and Lyon Perrache, connected to several cities in Europe.

By train, Paris Charles de Gaulle Airport is only 2 hours away from the Lyon Part-Dieu Railway station (in the city centre).
Regular departures [at least every 2 hours].

Trip times by train:
- To Paris, Marseille or Geneva: 2 hours
- To London by Eurostar, Stuttgart: 5 hours 30 minutes
- To Frankfurt, Milano or Barcelona: 6 hours

https://www.rhonexpress.fr/
https://www.lyonaeroports.com/
https://www.oui.sncf/
www.tcl.fr/en

ARRIVING TO INSA LYON

> FROM PART-DIEU OR PERRACHE RAILWAY STATIONS
Buy a TCL ticket for €1,90.
Catch tram T1 to ‘IUT-Feyssine’ and get off at ‘INSA EINSTEIN’.
> CONSULATES
List of all consulates in Lyon available at

> ASSOCIATION LYON INTERNATIONAL
7, rue Major Martin - 69001 Lyon
Phone: +33 (0)4 78 30 59 37
This association is formed by families from Lyon who are willing to welcome foreign visitors for lunch or dinner.

> JEUNES AMBASSADEURS PROGRAMME
This association helps international students become familiar with the rich cultural environment of Lyon and meet major institutional and business leaders. Foreign students from top colleges and universities are put in contact with companies and can participate in a wide range of activities for free. They become members of the JA4 Ever World-Wide Network.
www.jeunes-ambassadeurs.com

> TOURIST OFFICE
Place Bellecour - 69002 Lyon
Phone: +33 (0)4 72 77 69 69
www.lyon-france.com

> BANKS
- LCL Crédit Lyonnais:
  128 bd du 11 novembre 1918,
  Villeurbanne Phone: +33 (0)820 824 905
- Caisse d’Epargne: Agence Croix Luizet
  171 av. Roger Salengro, Villeurbanne
  Phone: +33 (0)4 78 89 86 16
- BNP Paribas
  Villeurbanne Place Wilson
  Phone: +33 (0)4 37 47 24 40

> VILLEURBANNE POLICE STATION
225, cours Emile Zola, Villeurbanne –
Phone: +33 (0)4 72 69 10 60

> PHARMACY
- Condorcet Pharmacy: 15, av. Condorcet, Villeurbanne
  Phone: +33 (0)4 78 89 67 05
- Pharmacy Croix-Luizet [7/7] : 151 avenue Roger Salengro 69100 Villeurbanne
- Pharmacy Villegas : 166, av. Roger Salengro, Villeurbanne
  Phone: +33 (0)4 78 93 51 40

> CROIX LUIZET POST OFFICE
160, av. Roger Salengro, Villeurbanne
Phone: +33 (0)4 72 69 57 40

> CARREFOUR MARKET (SUPERMARKET)
61, av. Roger Salengro - Villeurbanne

> PETIT CASINO SUPERMARKET
11, av. Condorcet 69100 Villeurbanne

> YOUTH HOSTEL
41, montée du Chemin Neuf
69005 Lyon
Phone: +33 (0)78 15 05 50
51, rue Roger Salengro
69200 Vénissieux
Phone: +33 (0)4 78 76 39 23
www.fuaj.org

> IBIS HOTEL
3, rue du 8 mai 1945 - 69100 Villeurbanne
Phone: +33 (0)8 98 68 09 41
etaphotel.com
> **FRENCH EMERGENCY NUMBERS**

Medical emergency [SAMU]: **112 or 15**

Firefighters: **18**

Police: **17**

Evenings, weekends and bank holidays: out-of-hours service at +33 (0)4 72 33 00 33.
You will be directed to the closest out-of-hours facility.

> **SOS MÉDECINS 24 HOUR SERVICE**

3624 (0.12€/min.)

> **PSYCHOLOGICAL EMERGENCY**

+33 (0)4 72 11 00 40
Hôpital Edouard Herriot - Pavillon N
5 place Arsonval, 69003 LYON
Metro D: Grange Blanche

> **INSA PREVENTIVE MEDICINE**

open Monday through Friday from 7.30 am to 6 pm
+33 (0)4 72 43 81 10 - smpe@insa-lyon.fr
8, allée du Rhône - 69621 Villeurbanne
Camille Claudel building, ground floor

> **INSA SECURITY STAFF, trained as volunteer firefighters:**

+33 (0)4 72 43 85 85

> **NEAREST MEDICAL CLINIC TO INSA LYON**

Médiopôle open 24 hours a day
+33 (0)4 87 65 00 00
158 rue Léon Blum - 69100 Villeurbanne

> **NEAREST HOSPITAL**

Hôpital Edouard Herriot
0 825 08 25 69 [0.15 €/min + call charge]
5 Place d’Arsonval - 69003 Lyon
Direct bus from INSA: C26 [30 min ride]
MAP OF THE INSA LYON CAMPUS

1. International Relations Office
2. Registrar’s Office & Social Worker's Office
3. Residence Dept.
4. « Humanités » FLE
5. Student Centre
6. Athletic Centre
7. Library
8. Restaurants
9. Linen room to collect sheets
10. Delivery Service - Accounting Agency
INTERNATIONAL RELATIONS OFFICE
Building Perriand
17, avenue des Arts
69621 Villeurbanne CEDEX - France
Tél: + 33 (0)4 72 43 83 91
E-mail: dri@insa-lyon.fr

INCOMING MOBILITY TEAM
Building Camille Claudel
8 allée du Rhône
69621 Villeurbanne CEDEX
Tél: + 33 (0)4 72 43 71 69
E-mail: welcome@insa-lyon.fr

www.insa-lyon.en