

YOUR ARE ACCEPTED AT INSA TOULOUSE: READ CAREFULLY

You have been accepted as an exchange student or a double degree student at INSA Toulouse. Congratulations!

ATTENDANCE AT OUR WELCOME SESSION

The International Relations Office (DRI) organizes a welcome session for exchange students before the semester starts. This meeting will take place:

- For the spring semester on: **Tuesday, January 15th 2019 at 10am**

>Place: Salle des Thèses (building 8)

Your attendance is **COMPULSORY** (unless you are only attending 5th year courses or doing an internship). If you do not attend this welcome session, your enrollment may be delayed.

REGISTRATION DAY

Your registration will take place on: **Tuesday, January 15th 2019 after the welcome session**

MANDATORY DOCUMENTS TO PROVIDE ON REGISTRATION DAY

Here below is the list of documents you must provide on Registration Day

These documents are mandatory if you want to complete your enrollment. Please prepare them before you arrive in Toulouse (The International Relations office won't make any photocopy):

Documents	Students from European Economic Area (EEA)	Students coming from non EEA countries	Students from Quebec
<input type="checkbox"/> Enrolment form + ID photo	X	X	X
<input type="checkbox"/> Civil Liability Form	X	X	X
<input type="checkbox"/> 1 copy of your Civil Liability Insurance Certificate Please make sure your Insurance is still valid if you are doing an internship (it is mandatory)	X	X	X
<input type="checkbox"/> Authorization for medical treatment Form at INSA (signed by both you AND your parents if you are less 18 years) with ID photo	X	X	X

Documents	Students from European Economic Area (EEA)	Students coming from non EEA countries	Students from Quebec
<input type="checkbox"/> Medical certificate (mandatory for Double degree students - Optional for exchange students): 1. Generate your certificate through this link and print it: https://choixaps.insa-toulouse.fr/cm/index.php 2. Certificate has to be completed and signed by your family doctor. 3. After your registration at INSA, scan and upload your signed medical certificate through this link: https://aps.insa-toulouse.fr/identification.php	X	X	X
<input type="checkbox"/> 1 copy of your passport and visa with the custom's stamp (it must indicate the date of your arrival in the Schengen area)		X	X
<input type="checkbox"/> 1 copy of your identity card or passport	X		
<input type="checkbox"/> Birth certificate: ORIGINAL + 1 copy (not translated)		X	
<input type="checkbox"/> Birth certificate translated by an accredited translator: ORIGINAL TRANSLATION + 1 copy		X	
<input type="checkbox"/> 1 copy of your Certificate of School Attendance which must indicate that: <ul style="list-style-type: none"> - you are duly enrolled in your home institution - and have paid school fees in your home institution during your mobility at INSA Toulouse OR <input type="checkbox"/> 1 status certificate (which indicates that your home institution selected you to be an exchange student or a double degree student at INSA Toulouse)	X	X	X
<input type="checkbox"/> 1 copy of your international Health Insurance (translated in French, English or Spanish), mentioning a specific period that will depend on your arrival: <ul style="list-style-type: none"> - In July or August: must be valid until September 1st - In September: must be valid until the 1st day of the next month following your arrival Ex: You arrive on January 9 th > Insurance valid until Feb 1 st		X	
<input type="checkbox"/> 1 copy of your European Health Insurance Card	X		
<input type="checkbox"/> 1 copy of the « Attestation d'affiliation au régime de Sécurité Sociale des participants aux échanges entre établissements d'enseignement supérieur » (formulaire: SE 401 -Q-106)			X
<input type="checkbox"/> Non-plagiarism Charter (filled and signed in both languages)	X	X	X