

APPLICATION FORM

ACADEMIC YEAR 2016-2017

M1

M2

Personal data on the applicant

Last or Family Name :

First or Given Name(s) :

Gender : Female Male

Date of birth: City / State: Country:.....

Citizenship :

Personal address:

.....
.....
.....

Phone numbers:

@-mail :

Correspondence address (if it is different from mentioned above):

your admission notification will be sent to this address

.....
.....
.....

DIPLOMA CERTIFYING THE ACCESS TO HIGHER EDUCATION:

School-leaving certificate:

Speciality:

Distinctions:

Delivery date:

Delivery place:

Registration number/index:

Name of your home University:

Summary on the previous education

Years	Institution	Country - City	Diploma
...../.....			
...../.....			
...../.....			
...../.....			
...../.....			
...../.....			
...../.....			
...../.....			
...../.....			
...../.....			
...../.....			

LANGUAGES

English Language Proficiency is compulsory. Students are required to reach **a minimal level of B2 before starting the courses**. If you have taken an English test (TOEFL, TOEIC etc.) **please indicate your score and send us your score report.**

Please evaluate your present level in French and other languages:

FRENCH	<input type="checkbox"/> Beginner A1 – A2	<input type="checkbox"/> Low Intermediate B1	<input type="checkbox"/> Intermediate B2	<input type="checkbox"/> Advanced B2+ - C1
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OTHER:	<input type="checkbox"/> Beginner A1 – A2	<input type="checkbox"/> Low Intermediate B1	<input type="checkbox"/> Intermediate B2	<input type="checkbox"/> Advanced B2+ - C1
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PROFESSIONAL EXPERIENCE AND INTERNSHIPS

Dates	Laboratory or Company – Nature of activity	Duration	Internship report
...../.....			<input type="checkbox"/> yes <input type="checkbox"/> no
...../.....			<input type="checkbox"/> yes <input type="checkbox"/> no
...../.....			<input type="checkbox"/> yes <input type="checkbox"/> no
...../.....			<input type="checkbox"/> yes <input type="checkbox"/> no
...../.....			<input type="checkbox"/> yes <input type="checkbox"/> no
...../.....			<input type="checkbox"/> yes <input type="checkbox"/> no

FINANCIAL RESOURCES IN CASE OF ADMISSION

Please note that in order to get your visa, you have to prove that your financial resources are equivalent to a minimal of 650€month to live, that is to say 7,800€for one year (650€x12) *

Details on financial resources in France (during your stay)

Personal financial resources

Amount in €?

.....

Scholarships

Have you already requested a scholarship?

YES NO

If it the case, which organization(s) did you choose?

.....

Has your request been approved?

YES NO

Could you indicate the amount of the grant?

.....

If your request has not been accepted, which organization would you like to choose?

.....
.....

Financing by your company

Will you be paid by your company during this training? YES NO

Amount in €?

.....

The undersigned applicant certifies upon his honour the accuracy of the present declaration

Date:

Signature:

An incomplete application form will cannot be processed

*If you are graduated in **2015/2016**, you should submit us the application form before obtaining your diploma. You will forward us later the copy of the certificate of your successful graduation and the list of grades obtained as well as their certified translation to French.*

*** Thank you to send us a proof of your financial resources: bank statement showing current balance, pay slip and so on**

MAIN DOCUMENTS TO BE PROVIDED FOR YOUR APPLICATION

THE DEADLINE TO SUBMIT THE APPLICATION FORM IS

April 15th 2016

The documents requested below are compulsory and have to be included to your application form. They will become the subject of examination by a corresponding pedagogical commission.

- Application form completed, dated and signed
- A scan of the first pages of your passport or a scan of both sides of the identity card (for French students or citizens of a member country of the European Union)
- Birth-certificate original and translated into French with an official stamp – **Attention: check the spelling of your names and your place of birth**
- 1 Passport-size color photograph
- A full and detailed Curriculum vitae
- A motivation letter where you indicate the aim of your application and why you want to join Mines Nancy
- The certificate of your registration for the academic year starting from your arrival to France

Or

- A proof of your current professional activity (contract of employment for instance)
- A copy of all your diplomas, including the copy of your school-leaving certificate. Please send also **a copy of the Baccalaureate or A-levels or equivalent. Certified translation into French is compulsory with an official color stamp.** The name of the translator has to be indicated on the stamp.
- A copy of grades obtained, by academic years (**only the last two years of study**). **Certified translation into French is compulsory with an official color stamp.** The name of the translator has to be indicated on the stamp.
- A copy of preliminary grades for the current year, if possible
- List of courses attended or the program of your education
- Reference letter (confidential): to complete the form enclosed. Therefore, please name two persons who are willing to provide academic and/or professional references
- Please send a **certificate which proves your English level equivalent to B2**: certificate TOEFL (Test of English as a Foreign Language) or an equivalent certificate
- A certificate of your scholarship or a bank statement showing current balance (signed by the French Embassy in the student's country) corresponding to a minimal of 650€/month for one year (7,800€/year)
- For candidates who are living in France:
 - A copy of your resident card (carte de séjour);
 - A copy of your passport, **including the entrance visa**;
 - The certificate of your registration for the academic year starting from your arrival to France

Warning: FOR THE DOCUMENTS SUBMITTED IN FOREIGN LANGUAGE!

You should provide the copy of original documents and their certified translation into French by an accredited translator. If you make a copy of translations, it must be also certified by translator.

If the seals on documents are affixed in foreign language, they must be translated and certified by an accredited translator.

No documentation certified by City Administration (Mairie) or by Police Commissariat will be accepted

For candidates who are living in foreign countries, for the first registration in French Higher Education, you should be registered in the French Embassy in your country (Centre pour les Etudes en France – CEF) in order to obtain all the information necessary for your arrival to France, via the address:

www.name_of_your_country.campusfrance.org

You must write your identification number CEF which has been assigned to you.

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SUBMIT REQUIRED DOCUMENTS

The required documents must be sent to us by mail to the address mentioned below:

ECOLE DES MINES DE NANCY
DFSC Office – Marion MENCHI

Campus ARTEM
92 Rue du Sergent Blandan – CS 14234
54042 Nancy cedex
FRANCE

If your application is accepted, you will have to bring with you the original documents mentioned above.