

Campus France Registration Guide

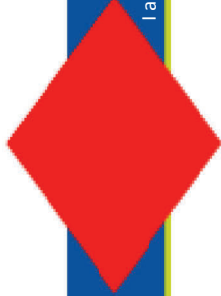
Here are instructions on how to complete the Campus France registration process. This is the first step of the French visa application process. We've created this registration guide to help you complete the Campus France registration process on your own.

Documents and information to have prepared for Campus France:

1. **Laptop**
2. **A scan of the picture page in your passport:** You should have this on your laptop. If you do not have a passport yet that is valid for 6 months beyond the program end date, you should use your Driver's License/State ID.
3. **Campus France Acceptance Letter:** OIE will provide this to you as a document uploaded to your online study abroad portal. You should save this on your laptop.
4. **Headshot picture:** Think about your passport or Storm Card picture – front-facing image of your face against a white background (no selfies!). You should take this on your phone and save it on your laptop.
5. **A Resume**

Some tips to start!

- Your username must be your St. John's email address or your home school's email address for visiting students (ex: jane.doe14@stjohns.edu).
- The password that you create **must** be **Spring2020!** (with a capital "S," and no spaces).
- It is very important that you use the username and password recommended above and **type very carefully**.
- After creating your profile, you will receive an email with a link to activate your Campus France account. You must use this link in order to complete the Campus France application. (*Remember to check your spam, junk, and clutter folders for this email).
- Submit your Campus France Reference Number to OIE via the Campus France Reference Number Questionnaire no later than the deadline posted on the Apply for an Entry Visa page. If you meet this deadline to complete your Campus France online registration, OIE will submit a \$190 payment to Campus France for you.
 - *****Note: If you miss this deadline, you will need to submit a payment on your own to Campus France for either \$190 (regular processing) or \$340 (expedited processing), depending on the date of your French Consulate appointment.***
- Remember to use the **European date format** throughout the application, e.g. January 14, 2020 is 14/01/2020



I have been selected for a study-abroad/exchange/dual-degree program in France for more than 90 days

I am an undergraduate or graduate student in the U.S who has been selected to study for one or two semesters in a partner university in France and I received an official acceptance letter

All students who wish to study in France for **more than 90 days** must follow the Campus France procedure **before applying for a visa**. Campus France's process and the visa application process are distinct from each other. Please keep this in mind as it may be in your best interest to submit your Campus France application as soon as possible.

The 3 STEP Campus France USA process

STEP 1 I create my *Etudes en France* account and I submit my online application

If you submit your Campus France reference number to OIE by the deadline posted on the Apply for an Entry Visa page, OIE will complete Steps 2 and 3 for you.

STEP 2 I pay online the Campus France fee

STEP 3 I email the required paperwork to Campus France USA

Once your application has been processed, Campus France will send you an email letting you know that you can proceed to the next step of your visa application and book an appointment through the [France-Visas platform](https://france-visas.gouv.fr/).

Note: Do not wait for this email to book your VFS Global appointment. The appointment can and should be booked now!

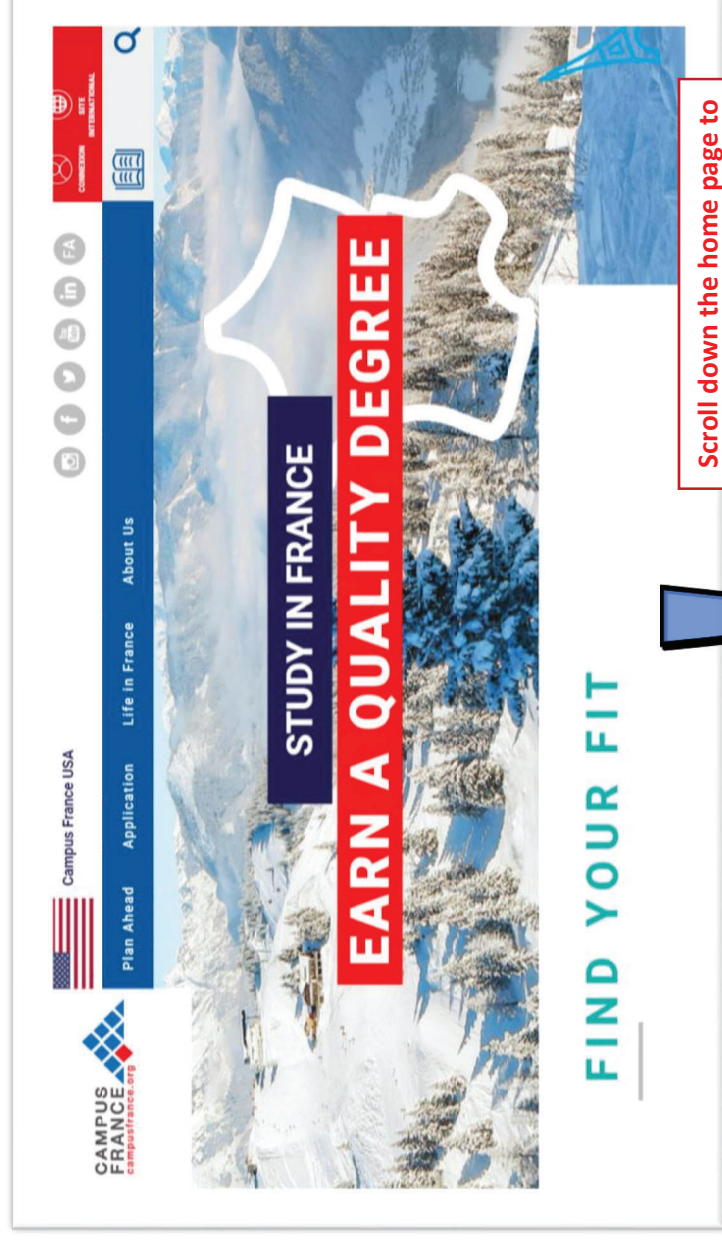
I have been selected for a study-abroad/exchange/dual-degree program in France for more than 90 days

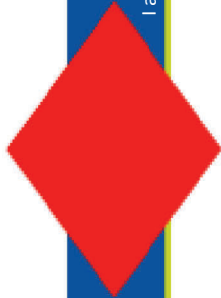
I am an undergraduate or graduate student in the U.S who has been selected to study for one or two semesters in a partner university in France and I received an official acceptance letter

STEP 1 | create my *Etudes en France* account and I submit my online application

❖ Create your *Etudes en France* account

Go to usa.campusfrance.org and register to Etudes en France



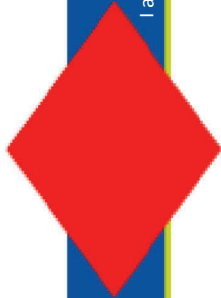


I have been selected for a study-abroad/exchange/dual-degree program in France for more than 90 days

I am an undergraduate or graduate student in the U.S who has been selected to study for one or two semesters in a partner university in France and I received an official acceptance letter

[Scroll down the home page to reach the “Apply to Etudes en France” button and click on it](#)



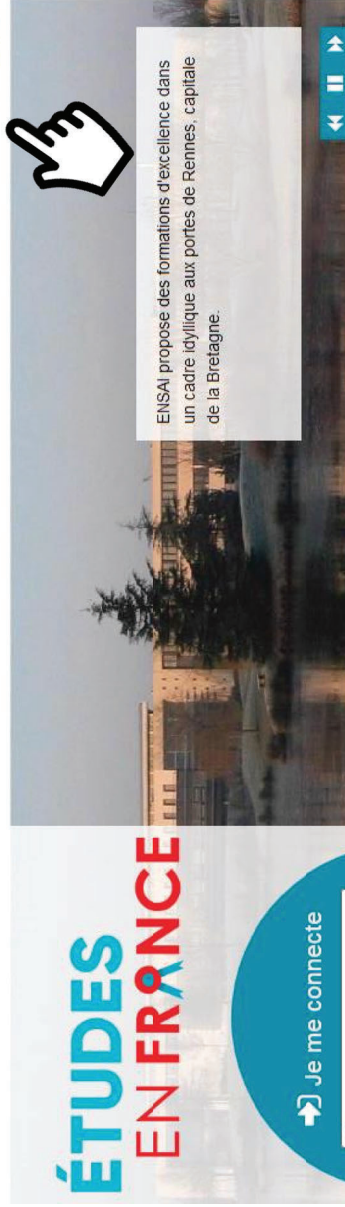


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Select [English](#) at the top right corner of the screen and then [Register](#) *

English | Español



Vous appartenez à un établissement d'enseignement supérieur, un service culturel ou consulaire ?
Identifiez-vous pour accéder aux dossiers.

Vous êtes un candidat non ressortissant de l'Union Européenne, résidant dans l'un des pays listés ci-dessous, et vous souhaitez poursuivre des études en France ?

Ce portail a été mis en place pour simplifier vos démarches de pré-inscription auprès de plus de 250 universités et écoles en France, et pour vous aider à préparer votre demande de visa.

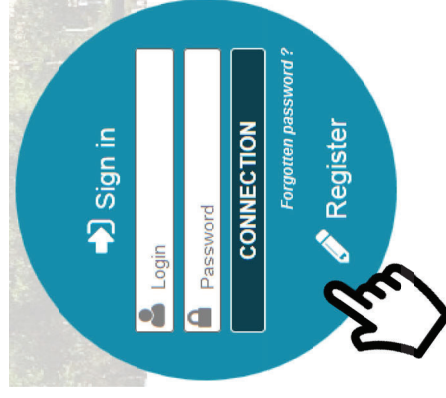
Liste des pays : Algérie, Argentine, Bénin, Brésil, Burkina Faso, Cameroun, Chili, Chine, Colombie, Comores, Congo, Corée du Sud, Côte d'Ivoire, Égypte, États-Unis, Gabon, Guinée, Inde, Indonésie, Iran, Japon, Liban, Madagascar, Mali, Maroc, Maurice, Mauritanie, Mexique, Pérou, Russie, Sénégal, Singapour, Taiwan, Togo, Tunisie, Turquie, Vietnam.

Candidats à des études en France – conseils pour une première utilisation

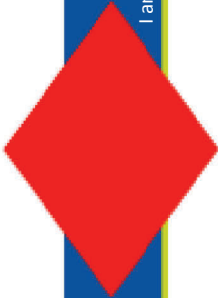
Avec l'appui de :



Tous droits réservés - Ministère des Affaires étrangères et du Développement international 2017 - v3.41.6



* If you already have studied in France and have an Etudes en France account, don't create a new one. You must login into your existing account and update your application with the new study program information.



I have been selected for a study-abroad/exchange/dual-degree program in France for more than 90 days

I am an undergraduate or graduate student in the U.S who has been selected to study for one or two semesters in a partner university in France and I received an official acceptance letter

Select Espace Campus France USA



This section is in French. You will be able to change the language once you have selected “Espace Campus France USA”



Accueil > Je crée mon compte

Je crée mon compte

Les champs marqués d'un astérisque (*) doivent être renseignés.

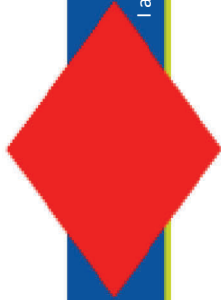
Espace Campus France

Tout d'abord, je sélectionne mon Espace Campus France.

Mon Espace Campus France * :

Espace Campus France Guinée
Espace Campus France Inde
Espace Campus France Indonésie
Espace Campus France Iran
Espace Campus France Japon
Espace Campus France Liban
Espace Campus France Madagascar
Espace Campus France Mali
Espace Campus France Maroc
Espace Campus France Maurice
Espace Campus France Mauritanie
Espace Campus France Mexique
Espace Campus France Pérou
Espace Campus France Russie
Espace Campus France Sénégal
Espace Campus France Taiwan
Espace Campus France Tunisie
Espace Campus France Turquie
Espace Campus France USA
Espace Campus France Vietnam

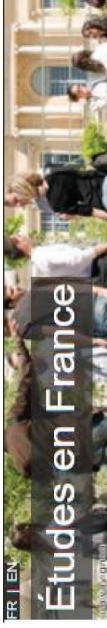




I have been selected for a study-abroad/exchange/dual-degree program in France for more than 90 days

I am an undergraduate or graduate student in the U.S who has been selected to study for one or two semesters in a partner university in France and I received an official acceptance letter

Select EN (to switch into English) at the top left corner of the screen



Fill out the form carefully



In order to receive the requested document for your visa application, it is mandatory that you keep the first box checked.

***This will sometimes state: "J'accepte que les informations saisies soient exploitées dans le cadre de la procédure de candidature aux études en France" or "I accept that the information entered will be used as part of the application procedure for studies in France." Check the box if you agree.

Click [Create an account](#)

Welcome > Confirmation of the creation

Confirmation of the creation

Your account creation request is in process.
An e-mail has been sent to the e-mail address you indicated.
The e-mail contains a link you must click on to activate your account.
If you do not receive an e-mail after 24 hours, please contact Campus France USA

7

Welcome Create an account

I create an account

Fields with an asterisk (*) must be completed

Campus France
Select your local Campus France

My Campus France *: Campus France USA

E-mail address

This e-mail address will be used as login to log in my account, and, if I accept, to receive information

E-mail address *:
Confirmation of the e-mail address *:

Identity

Last name *:
Other last names:
First name *:
Gender *:
(i.e. 31/12/1990)
Date of birth (dd/mm/yyyy) *:
Country of birth *:
City of birth *:
Country of nationality *:

ID

To finalize the account, fill out carefully the information below as they appear on the ID.

Type of ID *:
(i.e. 31/12/1990)
Expiration date (dd/mm/yyyy) *:
Number of ID document *:
Country of issue of the ID *:

Miscellaneous

☒ I accept to receive emails about the status of my file.
☒ I accept to receive information about studies in France in my personal mailbox
☒ I accept to be registered at the Alumni network of the French Embassy

Be sure to use the DD/MM/YYYY format.



Check your emails and click on the link to [activate your account](#). Then, [create a password](#).



[Didn't receive the
activation email?](#)
[Check your spam
folder!!](#)



Confirmation of the creation of your Etudes en France account

1 message

Bonjour Johnny THUNDERBIRD,

Your request for the creation of your Etudes en France account has been received.

You must click on the link below to activate your account:

<http://pastel.diplomatie.gouv.fr/etudesenfrance/dyn/public/confirmerCompte.html?ticket=7543ac4a-278d-4c0c-9341-be26d0a0ac52>><http://pastel.diplomatie.gouv.fr/etudesenfrance/dyn/public/confirmerCompte.html?ticket=7543ac4a-278d-4c0c-9341-be26d0a0ac52>

If the link does not appear correctly, copy the link in your internet browser.

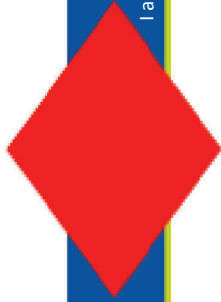
IMPORTANT: the link expires in 48 hours.

Sincerely,

Campus France Team

This is an automatically generated email, please do not reply.

Link to activate account.



I have been selected for a study-abroad/exchange/dual-degree program in France for more than 90 days

I am an undergraduate or graduate student in the U.S who has been selected to study for one or two semesters in a partner university in France and I received an official acceptance letter

❖ Fill out your application

What documents do I need to submit online?

Applicants are required to upload the following documents:

- A headshot (format: JPG, size: 50KB max)
- An official photo ID: passport, state ID, driver's license (format: JPG, size: 300KB max)
- An official acceptance letter (format: JPG, size: 300KB max)



What is an official acceptance letter ?

The official acceptance letter must include the following:

- Your full name
- Institutional letterhead
- Exact start and end dates (day, month, and year) of the academic program you are participating in
- Full contact information for the individual issuing the offer or acknowledgment
- Signature or stamp
- Full address of the institution which will host the program in France

We do not allow applicants to submit an unofficial email of their acceptance.

**OIE will provide you with this special Campus France acceptance letter after you confirm your participation in the Paris Semester program.



Please keep in mind that an incomplete file delays the entire process.

Tips to upload documents:

If the document you are trying to upload is too big, please try the following:

- 1- Use the snipping tool
- 2- Take a picture with your phone or camera on a low quality/pixel setting
- 3- For Macs:
 - Open the PDF, then choose File >Export. Click the "Quartz Filter" pop-up menu, then choose Reduce File Size.

Études en France

[Welcome](#) Enter password

Choose password

In order to confirm the creation of your account, you must enter your e-mail and choose your password.

E-mail address * :

Password * :

Confirmation of the password * :

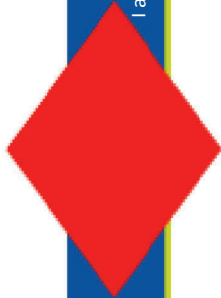
The password must :

- contain between 8 and 15 characters
- correspond at least to 3 of the following rules :
 - contains at least a lower case letter
 - contains at least an upper case letter
 - contains at least one number
 - contains at least a special character (it cannot be a letter or number)

Confirm the creation of my account

Tous droits réservés - 2019
v3.46.1

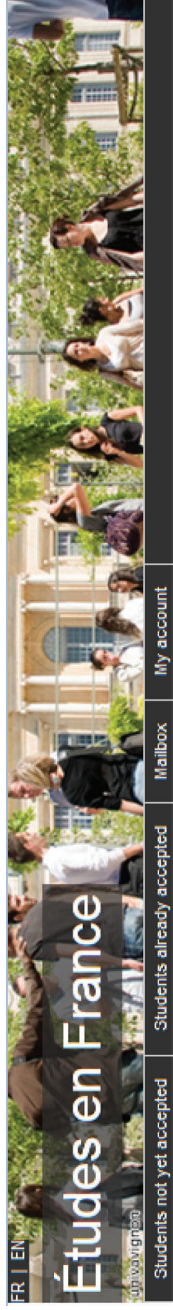
****You must use your SJU email address and Spring2020! as your password.**



I have been selected for a study-abroad/exchange/dual-degree program in France for more than 90 days

I am an undergraduate or graduate student in the U.S who has been selected to study for one or two semesters in a partner university in France and I received an official acceptance letter

Go to [“Students already accepted”](#)



Welcome

Reception

Welcome Études en France!

If, you are a study-abroad/exchange/dual-degree student, please fill out your application by clicking *Students already accepted* at the top of this page and then select *student*.

If you are **NOT** a study-abroad/exchange/dual-degree student **AND** you have been accepted to an institution in France (ex: language class, professional training), please fill out your application by clicking *Students already accepted* at the top of this page and then selecting **I am NOT a study-abroad/exchange/dual-degree student (...)**

If you are an **undergraduate or graduate school candidate** in France and therefore you haven't been accepted yet, please fill out your application by clicking *Students already accepted*.

If you don't know the available programs in France, please visit [Campus France USA](#) or [ONISEP](#) to help you find the program that suits you!

Sincerely,
Campus France USA

USXX-XXXXX is your Personal Etudes en France Identification number

John DOE
Campus France USA
-XXXXX



Please keep your ID number handy as it will be requested of you every time you contact Campus France.

Submit your Campus France reference number to OIE through the Campus France Reference Number Form in your online study abroad student portal.

Études en France

Johnny THUNDERBIRD
Espace Campus France USA
US19-00171

[Students not yet accepted](#)[Students already accepted](#)[Mailbox](#)[My account](#)[Welcome](#)**Students already accepted**

Students already accepted

1 - Finalize the procedure

Select your study program in France and upload your official acceptance letter. Select the category that applies to your situation.

Select a program

You can combine several programs (i.e. French as a foreign language program followed by a Master's degree program)
You can't combine several degree seeking programs (i.e. 2 Master's programs)

Add :

I am a study-abroad/exchange/dual-degree student ▼

Add

Select "I am a study-abroad/exchange/dual-degree student" and click "Add".

Personal information

Complete your file (personal information, education and diplomas, language tests,...)

Confirm the information and submit the application

Make sure you have filled out the form correctly before you submit it to Campus France USA. Warning : this is your final choice.

2 - Campus France USA is reviewing my file

Tous droits réservés - 2019
v3.46.1

Études en France

Johnny THUNDERBIRD
Espace Campus France USA
US19-00171

Students not yet accepted	Students already accepted	Mailbox	My account	
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[Welcome](#) [Students already accepted](#) [Finalize the procedure](#) **I am a study-abroad/exchange/dual-degree student**

I am a study-abroad/exchange/dual-degree student

You have received an official acceptance for an exchange/study abroad program with a French institution related to your home institution :

- 1) Home institution in the US
- 2) Host institution in France
- 3) Program information
- 4) Personal statement (150 words)
- 5) Upload the official acceptance letter

1) Home institution in the US

Province / State / Region * :

City * :

If the city does not appear on the list, select the mention "other" and enter the name below :

Institution * :

If the institution does not appear on the list, select "other" and enter the name below. :

2) Host institution in France

Institution :

Campus :

If you have not found your host institution on the lists above, please click on the following button: "Find your French Institution"

→ Find your French Institution

Name of the host institution: St. John's University

****IF St. John's does not appear, scroll insert the following into the bottom of the page:**

Institution: St. John's University

City: Paris

Click "Register"

****See additional tips on Page 16** 13

3) Program information

Study-abroad/exchange/dual-degree program * :

Make sure the name of the program is correct * :

Description of the program * :

Characters : 20 / 1000

Field of study * :

← Students studying Bio-Chem should select "Biology" as their "Field of Study."

Indicate appropriate academic year. This is the year you will be during the Spring 2020 Semester.

Level * :

format:dd/mm/yyyy

format:dd/mm/yyyy

Start date of the program * : End date of the program * :

4) Write a personal statement

Explain why you want to study in France and why you have chosen this institution

Motivations to study in France * :

After you complete your personal statement and hit "Register". You will be prompted to upload the acceptance letter provided by OIE.

Upload the official acceptance letter

Instructions

St. John's University - New York - St. John's University - Paris

Description of the program * : Characters : 20 / 1000

5) Upload the official acceptance letter for the study-abroad/exchange/dual-degree program

You can add attachments PDF, JPG or PNG formats. The size of each document must not exceed 300 ko.

In order to describe the attachments, you can add a quick description of each document (for example : report of the first quarter). The documents are arranged by comment in alphabetical order.

Make sure your documents are readable. For more instructions go to usa.campusfrance.org/en/rubrique/application

[How get a readable scanned document ?](#)

Add a new attachment : Browse...

No document

Close

Select "Browse" to access your saved acceptance letter.

5) Upload the official acceptance letter

5) Upload the official acceptance letter for the study-abroad/exchange/dual-degree program

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Make sure your documents are readable. For more instructions go to usa.campusfrance.org/en/rubrique/application

[How get a readable scanned document ?](#)

Add a new attachment : Browse...

My attachments

Name of the file	Comment			
Program acceptance letter		Comment	Browse	Delete

Close

If you have not found your host institution on the lists above, please click on the following button: "Find your French Institution"

[Find your French Institution](#)

Once your letter is uploaded, it will appear under "My attachments". When your letter is uploaded and visible, select "Close" to exit.

5) Upload the official acceptance letter for the study-abroad/exchange/dual-degree program

Complete

[Supportive documents \(1\)](#)

☒ Main study-program

Register

Cancel

Click "Register" to continue.

I AM A STUDY-ABROAD /EXCHANGE/DUAL-DEGREE STUDENT

INSTRUCTIONS

Home Institution in The US

- **Province/State/Region:** New York
- **City:** Queens
- **Institution:** St. John's University – New York

Host Institution in France

- *Click "Find your French Institution"*
- **Name of the Host Institution:** St. John's University
- *Click "Search"*
- *Click "Register"*
- If you are unable to find St. John's University in the search then scroll down to where it states, **"If it is not on the list, enter the name and the location (city) below as it appears on your acceptance letter."**
 - i. **Institution:** St. John's University
 - ii. **City:** Paris

Program Information

- **Study abroad/exchange/dual-degree program:** Autre
- **Make sure the name of the program is correct:** St. John's University – New York – St. John's University – Paris
- **Description of the program:** St. John's University study abroad
- **Field of study:** Humanities Social Sciences or Biology (for Bio-Chem program)
- **Level:** Pick the level you will be while studying abroad, i.e. Sophomore, Junior, Senior
- **Start date of the program (DD/MM/YYYY format):** 14/01/2020
- **End date of the program (DD/MM/YYYY format):** 00/05/2020

Write a Personal Statement

- **Motivations to study in France:** St. John's University study abroad program

Upload Acceptance Letter

- You will be prompted to upload the official acceptance letter for the study-abroad/exchange/dual-degree program.
 - a. This is the PDF Campus France Acceptance Letter provided to you by OIE (not your initial acceptance email)
 - b. Upload the acceptance letter then *click "Close"*

Études en France

Students not yet accepted

Students already accepted

Mailbox

My account

[Welcome](#)**Students already accepted**

Students already accepted

1 - Finalize the procedure

Select your study program in France and upload your official acceptance letter. Select the category that applies to your situation.

Select a program

You can combine several programs (i.e. French as a foreign language program followed by a Master's degree program)

You can't combine several degree seeking programs (i.e. 2 Master's programs)

Add :

I am a study-abroad/exchange/dual-degree student

Add

Continue on to the "Personal Information" portion of Etudes en France

Main study-program

Study-abroad/exchange/dual-degree program

St. John's University - New York - St. John's University - Paris
St. John's University

[Modify](#)
[Delete](#)
[Supportive documents](#)
(1)

Complete

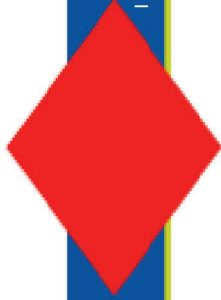
[Personal information](#) **Incomplete**

Complete your file (personal information, education and diplomas, language tests,...)

[Confirm the information and submit the application](#)

Make sure you have filled out the form correctly before you submit it to Campus France USA. Warning : this is your final choice.

2 - Campus France USA is reviewing my file



I have been selected for a study-abroad/exchange/dual-degree program in France for more than 90 days

I am an undergraduate or graduate student in the U.S who has been selected to study for one or two semesters in a partner university in France and I received an official acceptance letter

❖ Personal Information / Contact Information



Tips to upload documents:

If the document you are trying to upload is too big, please try the following:

- 1- Use the snipping tool
- 2- Take a picture with your phone or camera on a low quality/pixel setting
- 3- For Macs: Open the PDF, then choose File >Export. Click the "Quartz Filter" pop-up menu, then choose Reduce File Size.



Passport must be valid minimum 3 months after your return to the USA

****See next page for additional tips on how to upload documents.**

Personal information **Incomplete**

Logins and photograph

Attachment missing

Upload your headshot

Format: JPG; size: 50KB

Not filled

Identity photograph :

Scan a profile picture in Jpeg 300 DPI 26*32 mm. It must be in JPEG or PNG format and the size must not exceed 50KB.

Modify my photograph

Personal Etudes en France identification number : US##-#####

Contact : Will be known after entering the

Identity

Attachment missing

Please attach a copy of your photo ID

Upload your ID document

Format: JPG; size: 300KB max

Supportive documents (0)

Modify

Contact information

Incomplete

**MUST list same address here as on your French visa application.

Enter your US address (home or school) and at least one valid US phone number.

Modify

Special status

Incomplete

Please specify if your situation applies to one of the following categories. If so, please upload a supporting document.

Grant / scholarship :

Other case :

Modify

Unless you have received a Grant/Scholarship listed in the dropdown menu, select "My situation doesn't apply to any of the above".

CAMPUS FRANCE
usa.campusfrance.org

18

USEFUL TIPS FOR UPLOADING DOCUMENTS

How to make a readable scan?

- If you have an iPhone, we recommend that you start by taking the picture on your iPhone and emailing it to yourself as the “small size” attachment.
- If the picture is still too big, or you do not have access to an iPhone, we recommend that you use the following website to shrink the picture: <http://compressjpeg.com/> to shrink it beforehand.

Make sure that the image is still clear and not at all blurry.

Tips to shrink file:

- **In order to make a readable scan of size compatible with the limits imposed by the application, you can proceed on 2 levels:**
- **During the digitization, you can:**
- Limit the scanner resolution: 150 dpi is sufficient in order to correctly read the text document. If the file is too heavy despite the 150 dpi, you can decrease the resolution but not below 96 dpi. For the ID, you can start with a 300 dpi and reduce if the file exceeds the maximum file size.
- Modify the depth of color: if the decrease of the resolution is not enough to give a correct size of the file, it is possible to modify the format from “color” to “shades of grey”.
- Choose the JPG format. Some scanners can additionally adjust the JPG compression. The higher the quality, the heavier the file. You can try an 80% compression.
- **Modification of the obtained image:**
 - By using a photo-editing application (Paint for Windows or Gimp for Linux), you can decrease the weight of a picture file:
 - o Change to a PNG or JPG format which allows a high compression rate.
 - o Reduce the quality of the image by also using the JPG format and the compression rate.
 - o Use shades of grey.
 - o Reduce the definition of the picture by decreasing its height and width.

PERSONAL INFORMATION /CONTACT INFORMATION

INSTRUCTIONS

Logins and photograph

- Click “Modify my photograph” to upload the scan of your profile picture.
- Format must be JPG; size cannot exceed 50KB.

Identity

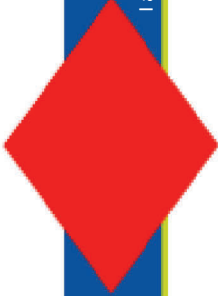
- Click “Supportive documents” to upload a copy of your photo ID (this is your passport picture page).
- Format must be JPG; size cannot exceed 300KB.
- If needed, enter your name, date and place of birth details, nationality, and the ID details for the ID photo you uploaded.

Contact information - You MUST use the same address on both your Campus France and visa applications. Students can organize an appointment at any VFS Global Center.

- Click “**Modify**”
- You must list the same address both here and on your French Visa Application.

Special Status

- Click “**Modify**”
- Check “**My situation doesn’t apply to any of the above**”
 - o Click “**Register**”



I have been selected for a study-abroad/exchange/dual-degree program in France for more than 90 days

I am an undergraduate or graduate student in the U.S who has been selected to study for one or two semesters in a partner university in France and I received an official acceptance letter

Education and professional experience



If you are exempt from filling out the “Education and professional experience” and “Language skills” sections, please go directly to [page 22](#). (You are exempt if these fields already show “Complete”.)

Students not yet accepted

Students already accepted

Mailbox

My account

Welcome > Students already accepted > Finalize the procedure > Personal information

Personal information

Fields with an asterisk (*) must be completed
Display each part below

Personal information Complete

Education and professional experience Incomplete

Resume

Please upload a resume. The document must be PDF, PNG or JPEG format, and less than 300 ko. IMPORTANT: the resume is optional for study abroad and exchange students.
[How get a readable scanned document ?](#)

Mon cursus

IMPORTANT: the following message does not apply to study abroad or exchange students. Your academic record should contain your last obtained diploma and your most recent transcripts (i.e. you are graduating college this year, you should upload your high school diploma or equivalent and all your official college transcripts). Your professional experience (if applicable) should contain at least 1 activity and each activity should be justified by a supporting document (letter of recommendation, TAPIF “Arrêté de nomination” etc). IMPORTANT: please check French translation requirements with prospective universities.

No element.

Language skills Incomplete

Deck

Add : A year of higher education

Add file

Chi

The resume is optional for study-abroad students, skip this portion

Study-abroad students: select “A year of higher education” and click Add to enter your current college information

***See next page for detailed instructions on how to complete the "Education and professional experience" section

EDUCATION AND PROFESSIONAL EXPERIENCE

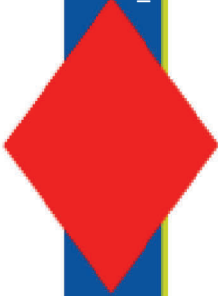
INSTRUCTIONS

Resume:

- **A resume does not need to be uploaded (this is optional)**
- **However* for some students, the website is making this mandatory.**
- If you are one of these students, please upload a resume.
- If you do not have a resume, create a Word document that says "Uploading the resume is optional for study abroad students." Then, save the file as a "JPG" or a "PDF" and upload it.

Mon Cursus:

- Select **"A year of higher education"**
- **School year:** 2020
- Click **"Add"**
- Select **"Current Program"**
- **Country:** United States
- **Province/State/Region:** New York
- **City:** Queens
- **Institution:** St. John's University – New York
- **Level:** 2nd year higher education/sophomore, 3rd year higher education/junior, 4th year higher education/senior.
-This is the class year that you will be in during the Spring 2020 semester.
- **Field of Study:** Humanities- Social Sciences or Biology (for BioChem program)
- **Average:** Can leave blank
- **Comment:** Can leave blank
- Click **"Register"** to proceed



I have been selected for a study-abroad/exchange/dual-degree program in France for more than 90 days

I am an undergraduate or graduate student in the U.S who has been selected to study for one or two semesters in a partner university in France and I received an official acceptance letter

❖ Education and professional experience

FR | EN

Études

Students not yet accepted

Welcome > Students already accepted

Personal information

Fields with an asterisk (*) are mandatory. Display each part below

Personal information

Education and professional experience

Resume

Please upload a resume of your study abroad and exchange program. How to get a readable scan

Mon cursus

IMPORTANT: the following information is required for your last obtained diploma or equivalent: at least 1 activity and each activity must be a "nomination" etc). IMPC

No element.

Year of higher education

Select the end date of your activity. For example, from 09/15/2012 to 08/15/2013, you must select the year 2013.

School year *: 2020

☐ This program is over. I can provide records and supportive documents.

☒ Current program, I will fill out scores and supportive documents later.

Country *: United States

Province / State / Region *:

City *:

If the city is absent from the list, select "Other" et enter name below :

Institution *:

If the institution does not appear on the list, enter the name below :

You must select below the corresponding level to the number of study years after passing the diploma.

Level *:

Field of study *:

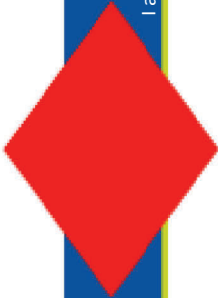
Average :

Comment :

Characters : 0 / 1000

Select the current school year and the option “Current program, I will fill out scores and supportive documents later” in order to be exempt from providing college transcripts which are not mandatory for study-abroad students.

Complete the rest of the information and click Register.



I have been selected for a study-abroad/exchange/dual-degree program in France for more than 90 days

I am an undergraduate or graduate student in the U.S who has been selected to study for one or two semesters in a partner university in France and I received an official acceptance letter

Language skills



If you are exempt from filling out the “Education and professional experience” and “Language Skills” sections, please go directly to [page 22](#). (You are exempt if these fields already show “Complete”.)

Personal information	Complete
Education and professional experience	Complete
Language skills	Incomplete
French language proficiency exams	
Please upload a supporting document for each exam you took.	
No test	
Level of French	
If you passed a French language proficiency exam, please do not fill out this section : add the exam to the “French language proficiency exams” section. You can upload supporting documents (records, admission...)	
Not specified	
Specify your level of proficiency in both French and English (below) by clicking on the “Modify” button	
Stays in France	
Please add an attachment for your stay (study abroad transcripts, or letter of enrollment, certificate, visa, plane ticket)	
No stay in France	
The Stays in France section is optional for study-abroad students, fill out as applicable	
Level of English (and other languages)	
Please upload a supporting document for each exam you took (if your native language is not English).	
Not specified	

***See next page for detailed instructions on how to complete the “Language skills” section.

LANGUAGE SKILLS

INSTRUCTIONS

French Language proficiency exams:

- Do not complete, do not click **"Add"**

Level of French:

- Click **"Modify"**
- Answer **"No"** to both questions
- Click **"Register"** to proceed

Stays in France

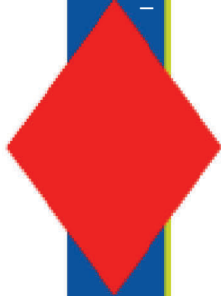
- Leave blank, do not click **"Add"**

Level of English (and other languages): click **"Modify".**

- I have studied English: Native language.
- Other spoken languages: complete if applicable (not required).

Click **"Register" to proceed.**

Click **"Back" to proceed.**



I have been selected for a study-abroad/exchange/dual-degree program in France for more than 90 days

I am an undergraduate or graduate student in the U.S who has been selected to study for one or two semesters in a partner university in France and I received an official acceptance letter

Check that all the sections are complete and click on “Back”

FR | EN

Études en France

Study in France

Students not yet accepted

Students already accepted

Students already accepted

Finalize the procedure

Personal information

Personal information

Fields with an asterisk (*) must be completed

Display each part below

Personal information

Complete

Education and professional experience

Complete

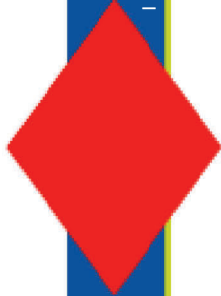
Language skills

Complete

Back



John DOE
Campus France USA
USXX-XXXXXX



I have been selected for a study-abroad/exchange/dual-degree program in France for more than 90 days

I am an undergraduate or graduate student in the U.S who has been selected to study for one or two semesters in a partner university in France and I received an official acceptance letter

❖ Submit your application

Go to [“Confirm the information and submit the application”](#)

FR | EN

university

Études en France


Students not yet accepted

Students already accepted

Welcome > Students already accepted

My account

Mailbox



John DOE
Campus France USA
USXX-XXXX

Students already accepted

1 - Finalize the procedure

Select your study program in France and upload your official acceptance letter. Select the category that applies to your situation.

Select a program

You can combine several programs (i.e. French as a foreign language program followed by a Master's degree program)
You can't combine several degree seeking programs (i.e. 2 Master's programs)

I am a study-abroad/exchange/dual-degree student

St. John's University - SJU Campus - Paris

Main study-program

Study-abroad/exchange/dual-degree program

St. John's University - New York - St. John's University -
Paris St. John's University

Complete

Personal information **Complete**

Complete your file (personal information, education and diplomas, language tests,...)

Confirm the information and [submit the application](#)

Make sure you have filled out the form correctly before you submit it to Campus France USA. Warning : this is your final choice.

2 - Campus France USA is reviewing my file



CONFIRM THE INFORMATION AND SUBMIT THE APPLICATION

INSTRUCTIONS

Personal Information

- **Personal Information:** Complete
- **Education and professional experience:** Complete
- **Language Skills:** Complete

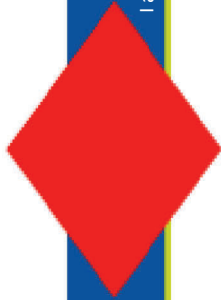
Main study-program: St. John's University - New York - St. John's University - Paris St. John's University

- Paris
- Complete

Review and submit the file to Campus France USA

- Check box for: "I hereby certify that the above statements are true and correct to the best of my knowledge."

Select, "I confirm my final choice to Campus France USA".



I have been selected for a study-abroad/exchange/dual-degree program in France for more than 90 days

I am an undergraduate or graduate student in the U.S who has been selected to study for one or two semesters in a partner university in France and I received an official acceptance letter

Submit your application

❖ Step 1 - Check the box “I hereby certify that the above statements are true”

FR | EN

Études en France

university

Students not yet accepted

Students already accepted

Finalize the procedure

Mailbox

My account



John DOE
Campus France USA
USXX-XXXX

Welcome | Students already accepted | Finalize the procedure | I verify that my file is complete and I confirm my choice

Confirm the information and submit the application

Make sure you have entered the information requested or complete your file.

Personal information	Personal information	Complete
	Education and professional experience	Complete
	Language skills	Complete

Main study-program	St. John's University - New York - St. John's University - Paris St. John's University	Complete
--------------------	--	----------

Review and submit the file to Campus France USA

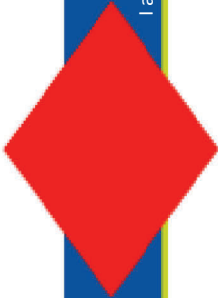
☐ I hereby certify that the above statements are true and correct to the best of my knowledge.

Warning : once you submit your file, you cannot make any changes !

I confirm my final choice to Campus France USA

You did not confirm if you reviewed your file.





I have been selected for a study-abroad/exchange/dual-degree program in France for more than 90 days

I am an undergraduate or graduate student in the U.S who has been selected to study for one or two semesters in a partner university in France and I received an official acceptance letter

Click on “I confirm my final choice to Campus France”

FR | EN

Études en France

university

Students not yet accepted

Students already accepted

Mailbox

My account

Welcome

Students already accepted

Finalize the procedure

I verify that my file is complete and I confirm my choice

Confirm the information and submit the application

Make sure you have entered the information requested or complete your file.

John DOE

Campus France USA

USXX-XXXXX

Personal information	Personal information	Complete	Ac
	Education and professional experience	Complete	Ac
	Language skills	Complete	Ac

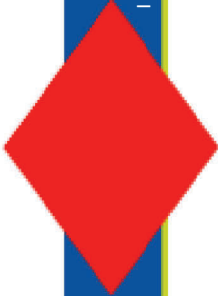
Main study-program	St. John's University - New York - St. John's University - Paris St. John's University	Complete	Ac
--------------------	--	----------	--------------------

Review and submit the file to Campus France USA

☒ I hereby certify that the above statements are true and correct to the best of my knowledge.
Warning : once you submit your file, you cannot make any changes !

I confirm my final choice to Campus France USA





I have been selected for a study-abroad/exchange/dual-degree program in France for more than 90 days

I am an undergraduate or graduate student in the U.S who has been selected to study for one or two semesters in a partner university in France and I received an official acceptance letter

❖ Your file has been submitted.



John DOE
Campus France USA
USXX-XXXXX

Confirm the information and submit the application

- Your file has been submitted to Campus France USA
- Please login regularly to follow the status of your file
- You will receive tracking information in your personal mailbox

Make sure you have entered the information requested or complete your file.

Personal information	Personal information	Complete
	Education and professional experience	Complete
	Language skills	Complete
Main study-program	St. John's University - New York - St. John's University - Paris St. John's University	Complete

Review and submit the file to Campus France USA

☒ I hereby certify that the above statements are true and correct to the best of my knowledge.

Warning : once you submit your file, you cannot make any changes !

I confirm my final choice to Campus France USA

The information we collect are subject to computer processing to help students willing to apply for higher education in France. If you accept, the information the length of your studies in France and after your studies are completed.

❖ Click on "Students already accepted" to go back to the main application page.

SUBMIT PAYMENT TO CAMPUS FRANCE

INSTRUCTIONS

If you meet the OIE deadline to complete your online Campus France application, no later than the deadline posted on the Apply for an Entry Visa Page, OIE will submit \$190 payment to Campus France for you.

If you miss this deadline, you will need to submit payment on your own to Campus France for either \$190 (regular processing) or \$340 (expedited processing), depending on the date of your French Consulate appointment. You will submit this payment online and follow the instructions to complete the submission of your Campus France application.

I have been selected for a study-abroad/exchange/dual-degree program in France for more than 90 days

I am an undergraduate or graduate student in the U.S who has been selected to study for one or two semesters in a partner university in France and I received an official acceptance letter

Main application page for Students already accepted



John DOE
Campus France USA
USXX-XXXX

Students already accepted

1 - Finalize the procedure

2 - Campus France USA is reviewing my file

Campus France will review your application
IMPORTANT: mail the process

Go to your [Mailbox](#)
to send messages to
Campus France USA
or to check the
progress of your file.

Campus France USA (more instructions at usa.campusfrance.org/en/rubrique/application) and come

Tous droits réservés

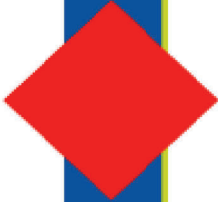
Note: You only need to follow these payment and email submission steps if you miss the OIE deadline posted on the "Apply for an Entry" visa page.



YOU HAVE NOT FINISHED THE PROCESS!!!

Use the following links to continue to the last 2 steps of the Campus France process:

- [Regular service](#)
- [Expedited service](#)



I have been selected for a study-abroad/exchange/dual-degree program
I am an undergraduate or graduate student in the U.S who has been selected to study for one or two semesters in

STEP 2 I pay the online Campus France fee

❖ Option 1: Regular Service - \$190



Processing time: Up to 3 weeks upon reception of the complete application by Email:
applicationfileUSA@campusfrance.org

❖ Option 2: Expedited Service* - \$340



Processing time: Up to 3 business days upon reception of the complete application by Email:
applicationfileUSA@campusfrance.org

To pay online**, please go to our website (<https://www.usa.campusfrance.org/regular-service-how-to-apply-for-a-student-visa> for the regular service and <https://www.usa.campusfrance.org/expedited-service-how-to-apply-for-a-student-visa> for the expedited service)

* Applicants must be eligible for Expedited Service. For more information, please check:
<https://www.usa.campusfrance.org/expedited-service-how-to-apply-for-a-student-visa>

** No other type of payment will be accepted

STEP 3 | Email the required paperwork to Campus France USA

❖ Regular Service (Option 1):

Applicants are required to send via **Email** to applicationfileUSA@campusfrance.org all of the following documents with the **mandatory** subject line: **"REGULAR SERVICE + LAST NAME + USXX-XXXX" ***

1. The **Regular Service Cover Page** (available on our website)
2. A **photocopy** of their official acceptance letter
3. A **copy of the online payment receipt**

❖ Expedited Service (Option 2):

Applicants are required to send via **Email** to applicationfileUSA@campusfrance.org the following documents with the **mandatory** subject line: **"EXPEDITED SERVICE + LAST NAME + USXX-XXXX" ***

1. The **Expedited Service Request Form** (available on our website)
2. A **photocopy** of their official acceptance letter
3. A **copy of the online payment receipt**

* All documents must be sent in the same email. If the email does not include the correct subject line and/or all of the 3 mandatory documents, it won't be **taken into consideration**. Applicants will be therefore requested to send a new email with all the mandatory information/ documents.



It is possible for students to switch from the regular service to the expedited service in the middle of the Campus France process

In order to do so, students must:

- Pay in full the expedited service fee: \$340
- Send the requested paperwork for the expedited service to applicationfileUSA@campusfrance.org

Once Campus France receives the requested paperwork for the expedited service, students will be refunded for the first payment they made: \$190 (regular service fee)

I have been selected for a study-abroad/exchange/dual-degree program
I am an undergraduate or graduate student in the U.S who has been selected to study for one or two semesters in

WHAT'S NEXT?

- I receive the confirmation message from Campus France USA and I make a visa appointment through the France-Visas platform

If your application was correctly completed, within 3 weeks (for Regular Service – option 1) or within 3 business days (for Expedited Service – option 2) after Campus France has **received** your email on applicationfileUSA@campusfrance.org, a notification will be sent to you, through the email address you provided in your Etudes en France application, letting you know that you can now proceed to the next step of your visa application (cf [France-Visas](#)).



Only one document from Campus France USA is requested for your visa appointment:

- The email stating that your Campus France application has been processed
(The subject line should read "USXX-XXXXX-XXX / Your Campus France file has been processed")

