Welcome to the BU Study Abroad Campus France Application Guide!

Boston University Study Abroad

CAMPUS FRANCE
campusfrance.org ÉTATS-UNIS

A service of the French Embassy to promote study in France to students and institutions in the United States

RÉPUBLIQUE FRANÇAISE

UNITED STATES

STUDY IN FRANCE | ABOUT US | ADVISORS

Études en France

Je me connecte

Identifiant

CONNEXION

Mot de passe oublié ?

Je m'inscris

VISA
ETATS SCHENGEN
18-04-10
NOMBRE D'ENTRÉES
NUMBER OF ENTRIES
NUMERO DE PASSPORT

PASSPORT
United States of America

Before you can apply for a French student visa, you must register with Campus France, an agency of the French government.

This is a complicated process and we are here to help! Please follow this guide very carefully, and email your Program Manager if you have any questions.

This guide will walk you through the 3-step process:
1) Create and complete an online application
2) Send Campus France a payment
3) Print confirmation messages from Campus France for your visa appointment

Let's get started!

Your visa will be a sticker in your passport.

The first step is to create your account.

1) Go to:
http://www.usa.campusfrance.org/en/

(Make sure to use Chrome or Firefox as your browser; NOT Safari.)

2) Click on "Learn More"

3) Then click on "Je m'inscris"

(Don't worry, the rest is in English!)

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Études en France

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

4) Choose "Campus France USA"

5) Click on "EN" in the upper left corner (even if you're really good at French!)

6) Fill in the "E-mail address" and "Identity" sections

FR | EN
Etudes en France

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 messages from my Campus France and institutions to which I want to apply.
E-mail address * :
Confirmation of the e-mail address * :

Identity
Last name * :
Other last names :
First name * :
Gender * :
(i.e: 31/12/1980)
Date of birth (dd/mm/yyyy) * :
Country of birth * :
City of birth * :
Country of nationality * :

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7) For the "ID" section, enter your passport info. (If you are in the process of renewing your passport, you can enter driver's license info.)

8) Tick at least the first box; the others are up to you.

9) Click "Create an account"

This is just an example, of course; be sure to enter your own info!

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

Type of ID * : Passport

(i.e: 31/12/1980)

Pay attention to the date format!

Expiration date (dd/mm/yyyy) * : 26/05/2021

Number of ID document * : 123456789

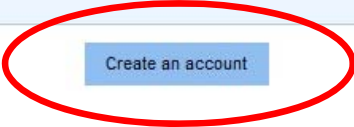Country of issue of the ID * : United States

Miscellaneous

ID

☑ I accept to receive emails about the status of my application sent to my personal mailbox.

☐ 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

Create an account

Boston University Study Abroad

Now you have to wait for Campus France to send you a link, to the email address you provided. Then you can verify/create your account. **You must do so within 24 hours.**

You will be prompted to choose a password…please use this one!

You will receive an email from this address:
ne-pas-repondre.etudesenfrance@diffusion.diplomatie.gouv.fr

Campus France password for Fall 2017:

Busa-617

It's better if we all use the same password—they have no process for getting a new one if you forget yours, and it means your BU Study Abroad program manager can log into your application to help you if you have trouble.

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OK, you've created your account!

Now when you go back and sign in, it should look like this:

Click on the black bar for "Study abroad/exchange…"

Please "add" that you are a **study abroad/ exchange/ dual-degree student**

Log Out

Kaela CONROY
Espace Campus France USA
US17-01896

Études en France

univavignon

| Undergraduate and graduate school application | Study-abroad/exchange/dual-degree program, specialty program, PhD | Mailbox | My account |

Welcome ▸ Study-abroad/exchange/dual-degree program, specialty program, PhD

Study-abroad/exchange/dual-degree program, specialty program, PhD

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

Personal information

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

Confirm the information and submit the application

Boston University Study Abroad

We'll go through this section piece by piece.

First, enter your information for your home university.

This is how it should look for a BU student. If you're from another school, enter your school's info.

FR | EN

Études en France

Log Out

Kaela CONROY
Espace Campus France USA
US17-01896

| Undergraduate and graduate school application | Study-abroad/exchange/dual-degree program, specialty program, PhD | Mailbox | My account |

Welcome > Study-abroad/exchange/dual-degree program, specialty program, PhD > 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 * : Massachusetts

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

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

This slide is for <u>Paris Internship Program</u> students only. If you're in a different program, go to the next slide.

Paris Internship Program students:

Fill out as shown here. You'll have to type in the program description.

IMPORTANT:
- Make sure to enter the **exact program dates**, even if you plan to enter France earlier or stay later.
- When entering the dates, watch out for the format: **dd/mm/yyyy**

2) Host institution in France

Institution * : Autre

Campus * :

If it is not on the list, Select "Other" and enter the name and the location (city) below. * :

Institution * : Boston University in Paris

City * : Paris

3) Program information

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

If it is not on the list, select the option "Other" and I enter the name below. * :

Description of the program * :

Characters : 372 / 1000

The Paris Internship Program offers a semester of study and work in the hub of French and European business and culture. The program combines an internship with intensive French-language study and liberal arts courses. French faculty from local universities teach courses on contemporary France that are specifically designed for students in the Boston University Program.

Field of study * : Languages and literature

Level * : Junior Year

Start date of the program * : format:dd/mm/yyyy

End date of the program * : format:dd/mm/yyyy

This slide is for <u>Grenoble Science</u> students only. If you're in a different program, go to the next slide.

Grenoble Science Program students:

Fill out as shown here. You'll have to type in the program description.

IMPORTANT:
- Make sure to enter the **exact program dates**, even if you plan to enter France earlier or stay later.
- When entering the dates, watch out for the format: **dd/mm/yyyy**

2) Host institution in France

Institution * : Autre

Campus * :

If it is not on the list, Select "Other" and enter the name and the location (city) below. * :

Institution * : Universite Grenoble Alpes

City * : Grenoble

3) Program information

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

If it is not on the list, select the option "Other" and I enter the name below. * :

Boston University - Grenoble Science Program

Characters : 350 / 1000

Description of the program * :

The Grenoble Science Program combines science coursework with French language study. The design of the program allows students to take courses that fit into their existing curricula and requirements. Science courses are taught by faculty at the Université Grenoble Alpes. Upon completion of the program, students earn 16-18 Boston University credits.

Field of study * : MULTIPLE FIELDS

Level * : Sophomore Year

format:dd/mm/yyyy   *format:dd/mm/yyyy*

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

Entering program details, page 3

This slide is for students in all Fall France programs OTHER than the Paris Internship Program.

Program	Host Institution
Grenoble French Studies Program	Université de Grenoble Alpes, Centre Universitaire d'études françaises (CUEF)
Grenoble Science Program	Université Joseph Fourier – Grenoble 1 (then choose the campus that has "Grenoble" in the title)
Sciences Po Exchange	Sciences Po

Choose the appropriate host institution for your program from the drop-down menu.

The "Campus" should fill in automatically, unless otherwise noted.

The "Program Information" section should also auto-populate; you will still need to enter program dates.

IMPORTANT:
- Make sure to enter the **exact program dates**, even if you plan to enter France earlier or stay later.
- When entering the dates, watch out for the format: **dd/mm/yyyy**

Sample

3) Program information

Study-abroad/exchange/dual-degree program * : Boston University - Université Stendhal - Grenoble 3 / Centre universitaire d'études françaises

If it is not on the list, select the option "Other" and I enter the name below. * :

Description of the program : Level I offers an intensive French language curriculum at the university's Centre Universitaire d'Études Françaises (CUEF).Students are placed in a sequence of three language courses based on previous coursework and a placement exam.The language courses allow students to complete three semesters of French language courses in three months.
The Level II offers advanced students the opportunity to enroll directly in the Université de Grenoble.Qualified students select 4 upper-level academic courses

Field of study * : Languages and literature

Level * : 3rd year of higher education

format:dd/mm/yyyy

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

This slide is for students in all Spring France programs OTHER than the Paris Internship Program.

Choose the appropriate host institution for your program from the drop-down menu.

The "Campus" should fill in automatically, unless otherwise noted.

The "Program Information" section should also auto-populate; you will still need to enter program dates.

Program	Host Institution
Grenoble French Studies Program	Université de Grenoble Alpes, Centre Universitaire d'études françaises (CUEF)
Grenoble Engineering Program	Université Joseph Fourier – Grenoble 1 (then choose the campus that has "Grenoble" in the title)
Paris Management Internship Program	Université Paris-Dauphine
Sciences Po Exchange	Sciences Po

IMPORTANT:
- Make sure to enter the **exact program dates**, even if you plan to enter France earlier or stay later.
- When entering the dates, watch out for the format: **dd/mm/yyyy**

Sample

3) Program information

Study-abroad/exchange/dual-degree program * : Boston University - Université Stendhal - Grenoble 3 / Centre universitaire d'études françaises

If it is not on the list, select the option "Other" and I enter the name below. * :

Description of the program : Level I offers an intensive French language curriculum at the university's Centre Universitaire d'Études Françaises (CUEF).Students are placed in a sequence of three language courses based on previous coursework and a placement exam.The language courses allow students to complete three semesters of French language courses in three months.
The Level II offers advanced students the opportunity to enroll directly in the Université de Grenoble.Qualified students select 4 upper-level academic courses

Field of study * : Languages and literature

Level * : 3rd year of higher education

format:dd/mm/yyyy

Start date of the program * :

format:dd/mm/yyyy

End date of the program * :

Boston University Study Abroad

Complete the personal statement (change program name if necessary).

Field of study * : MULTIPLE FIELDS

Level * : Junior Year

format:dd/mm/yyyy

Start date of the program * : 23/08/2017

format:dd/mm/yyyy

End date of the program * : 23/12/2017

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 :

Characters : 197 / 1500

I have been accepted to the Fall 2017 Boston University Sciences Po Exchange Program. Upon completion of this program, the credits that I have earned will appear on my Boston University Transcript.

☑ Main study-program

Register   Cancel

You **need to upload your Campus France letter**, sent to you by your program manager.

You can take a picture of the letter on your phone and upload as JPG

Click register

(The acceptance letter looks something like this, if you aren't sure.)

3) Program information

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

If it is not on the list, select the option "Other" and I enter the name below . * :

Boston University - Sciences Po (Site de Paris)

Characters : 246 / 1000

Description of the program * :   Exchange program between Boston University and Sciences Po in Paris. The program allows students to take courses that fit into their existing curricula. Students will receive 16 Boston University credits upon successful completion of the program.

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 make easier exploiting of data, you can add a quick description of each document (for example : report of the first quarter). The documents are arranged 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 :   Choose File   No file chosen

4) Write a p

Explain why yo

No document

Close

Click on
"Personal
Information"

Now complete
each of these
three sections

**Study-abroad/exchange/dual-degree program,
specialty program, PhD**

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

Main study-program

Study-abroad/exchange/dual-degree program   Modify
    Boston University - Sciences Po (Site de Paris)   Delete
    Sciences Po - Site de Paris   Supportive
    From 23/08/2017 to 23/12/2017   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.

FR | EN   Log Out
Études en France   Kaela CONROY
                                                                                       Espace Campus France USA
                                                                                                     US17-01896

Undergraduate and graduate school application | Study-abroad/exchange/dual-degree program, specialty program, PhD | Mailbox | My account

Welcome › Study-abroad/exchange/dual-degree program, specialty program, PhD › Finalize the procedure › **Personal information**
Personal information
Fields with an asterisk (*) must be completed
Display each part below

Personal information Incomplete   »
Education and professional experience Incomplete   »
Language skills Incomplete   »

                                        Back

The page will now look like this.

Start by opening the "Personal Information" tab.

For some programs, the "Education" and "Language Skills" section should be marked **complete**; you just have to do the "Personal Information" tab. **Lucky you!**

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Here, you must upload a scan of an ID photo. The one you get your for your visa application is perfect. **This must be a JPEG of less than 50 KB.**

For "Identity", the fields should auto-populate based on the ID you used to create your account. Here you must upload a good scan of your passport photo/signature pages or your driver's license. **This must be a PDF of less than 300 KB.**

Logins and photograph

Attachment missing

Email (login and contact) : kaela.conroy@gmail.com

Personal Etudes en France identification number : US17-01896

Contact : **Will be known after entering the data below.**

Identity photograph : *Not filled*

*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

If you want to change your form of ID here (i.e. switch from driver's license to passport), click "Modify" to change the Identity details.

Click here to upload photo.

Identity

Attachment missing

Please attach a copy of your photo ID

Last name : **CONROY**

Other family name :

Name : **Kaela**

Gender : **Female**

Modify
Supportive documents (0)

Click here to upload passport or driver's license picture.

It can be tricky to get these scans to be the right size, making sure they are clear and readable. You may have to play around with them to get it right; try using "Paint" on a PC or making a screenshot you can resize. Ask a friend for help!

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Contact information

Incomplete

Modify

Address :

Province / State / Region :

ZIP :

City :

Home phone :

Mobile phone :

SUPER IMPORTANT:

The address you enter here MUST be located in the jurisdiction of the consulate you plan to use to apply for your visa.
Campus France will assign you a consulate based on what you enter here.
For example, if you plan to apply in Boston, use your BU address.

Click here to enter address.

Special status

Complete

Modify
Supportive documents (0)

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

Grant / scholarship :   **No special case**

Other case :   **No special case**

I have no particular case.

For "Special status" click "Modify" and enter info as shown.

If you're not sure which consulate you should use, check your program's visa instructions on the hub page, or email your program manager.

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Your "Personal information" tab should now say complete.

Let's move on to the "Education" tab.

Good news: you can skip the resume.

Click the "Add" button to add "A year of higher education".

Remember: If you're in the **Grenoble Engineering or French Studies, Sciences Po** or **Paris Management program**, the "Education" and "Language Skills" section should be complete; you can move ahead to slide 22!

📄 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.

Add file   No file selected.

How get a readable scanned document ?

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.

Add : [A year of higher education ▼]   Add

No element.

Boston University Study Abroad

Year of higher education

Select the end date of your activity. For example, from 09/15/2012 to 06/15/2013, you must select 2013.

School year * : | 2017 |

You'll see this box pop up.

Enter the details about your most recent year of college.

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

Make sure to choose "Current program" ➡

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

Country * : | United States |

Province / State / Region * : | Massachusetts |

City * : | Boston |

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

No need to enter your GPA (Average); it's not a required field.

Institution * : | Boston University |

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

1st year = freshman
2nd year = sophomore, etc.

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

Level * : | 3rd year of higher education |

Field of study * : | Political Science and Economics |

Once you click "Register", Your "Education" tab should now say complete!
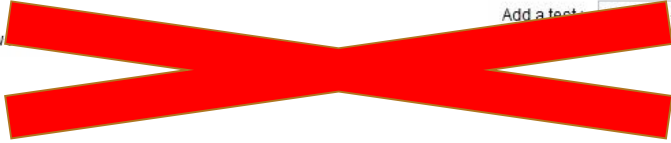
Choose whatever's closest to your major.

Average : | |

Comment : | | Characters : 0 / 1000

Register   Cancel

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OK, now open the "Language skills" tab.

Luckily, you only need to fill out the blue portions of this page.

Do "Level of English" first. Click on modify, and choose "Native language" (or if it's not, enter your info).

Next, click on "Modify" to start the "Level of French" section.

Language skills **Complete**

French language proficiency exams
Please upload a supporting document for each exam you~~...~~

Add a test : + TP with written and verbal component ▼   Add

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...)

Step 2

Parts or all my education was in French : **No**	Institution : **Boston University**
I have studied French : **Yes**	City : **Boston , Massachusetts , United States**
Number of hours of French lessons : **From 500 to 1000 hours**	
For a length of : **4 years and more**	
Achieved level : **Intermediate**	

Modify
Supportive
documents (0)

Stays in France
Please add an attachment for your stay (study abroad tran~~...~~   ~~...~~ficate, visa, plane ti~~...~~   Add

No stay in France

Level of English (and other languages)
Please upload a supporting document for each exam you took (if your native language is not English).

Complete

I have studied English : **Native language**

Modify

Supportive
documents (0)

Boston University Study Abroad

Add your test in this field "my tests and exams of French")

You'll see this pop-up.

Unless you went to French school, this is "No"

Parts or all my education was in French * :   No

I have studied French * :   Yes

Enter the details about your French studies.

Country * :   United States

Province / State / Region * :   Massachusetts

City * :   Boston

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

Just do the best you can here; it's not going to make or break your application.

Institution * :   Boston University

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

Just give your best estimate. One semester = about 50 hours

r of hours of French lessons * :   From 500 to 1000 hours

For a length of * :   4 years and more

Achieved level * :   Intermediate

Most students should choose "Intermediate"

Register   Cancel

Once you click "Register", Your "Language skills" tab should now say complete!

The page will now look like this (with all three complete!): Click on "Back" to go to the home page.

OK, almost done! Click here to get to the last step.

FR | EN

Log Out

Etudes en France
univ avignon

Canaan BOYER
Espace Campus France USA
US15-00500

| Undergraduate and graduate school application | Study-abroad/exchange/dual-degree program, specialty program, PhD | Mailbox | My account |

Welcome › Study-abroad/exchange/dual-degree program, specialty program, PhD › 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

FR | EN

Log Out

Etudes en France
univ avignon

Canaan BOYER
Espace Campus France USA
US15-00500

| Undergraduate and graduate school application | Study-abroad/exchange/dual-degree program, specialty program, PhD | Mailbox | My account |

Welcome › **Study-abroad/exchange/dual-degree program, specialty program, PhD**

Study-abroad/exchange/dual-degree program, specialty program, PhD

| 1 - Finalize the procedure | ⌄ |

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

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

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.

I have been accepted to an institution in France following my Etudes en France application

I am NOT a study-abroad/exchange/dual-degree student, AND have been accepted to an institution in France

I applied to an institution in France and :

- I have been accepted into a French language course or professional training in France and I received an official letter of enrollment.
- I have been accepted into a full-time undergraduate, graduate, or PhD program in France and I received an official letter of enrollment.
- I received a certificate proving I am accepted for an internship or an entrance exam

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 | » |

BU

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Boston University Study Abroad

All you have to do here is click twice.

Congrats! You're done with the online portion.

Now you just have to mail them your payment.

Read on…

Confirm the information and submit the application

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

Personal information			
	Personal information	Complete	Access the section
	Education and professional experience	Complete	Access the section
	Language skills	Complete	Access the section

Final choice			
	Study-abroad/exchange/dual-degree program	Boston University - Paris Internship Program	
		Boston University in Paris	
		Paris	
	Complete		Access the section

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

Congrats, you've completed the online portion ☺

Now, time to:
1) *make a payment*
2) *mail your application materials*

Welcome > Study-abroad/exchange/dual-degree program, specialty program, PhD > Finalize the procedure > I verify that my file is complete and I confirm my choice

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	Access the section
	Education and professional experience	Complete	Access the section
	Language skills	Complete	Access the section

Main study-program	Boston University - Sciences Po (Site de Paris) Sciences Po Site de Paris		
		Complete	Access the section

You can choose to make a payment online or mail in a money order.

(A money order can be purchased at your bank, the post office or CVS…)

Your Campus France ID number can be found in the upper right hand corner when you are logged into your account

CAMPUS FRANCE ONLINE PAYMENT

- The **fee for Campus France** is $180.00
- If you wish to **pay online using a credit or debit card**, please enter your Campus France ID number (USXX-XXXXX) issued when you created an Etudes en France account
- Caution: if your last name is different from the cardholder' name, please enter it next to the Campus France ID number as such: "Last name" US16-23521
- Click the **Online payment** button at the bottom of the page to enter your credit or debit card information
- The purchase will appear on your bank statement under the name **MCUFEU authorize.net**

Once you receive the message that your transaction has been approved, you must return to Etudes en France **to make sure your file has been submitted.**

Submitting payment does NOT automatically complete your application.
After paying, you must return to the application and:

- Check your dossier
- Go to the *Confirm the information and submit the application* tab
- Click the *I confirm my final choice to Campus France USA* button

Your application will be finished only after you have clicked «I confirm my final choice to Campus France USA» and received an e-mail message confirming successful receipt of your application.

For refund inquiries, contact: cfaccounting@ambafrance-us.org
More information at http://www.usa.campusfrance.org/en/rubrique/application

Please enter your Campus France ID number (USxx-xxxxx):

Please confirm the Campus France ID number (USxx-xxxxx):

Online payment

What items do I need to mail??

Where do I send them??

- 1) Copy of your Campus France letter (acceptance letter in English)

- 2) Confirmation of payment (either print your online payment confirmation, or send money order with ID # written on it)

- 3) Cover page

- **Mail items to:**
  - Campus France
    4101 Reservoir Road NW
    Washington D.C. 20007

  Please be sure to use a secure mailing method such as FedEx or UPS and be sure to get a **tracking number**.

CAMPUS FRANCE
usa.campusfrance.org USA

Admission Form

Print, complete and mail this form along with the list of required documents

Campus France registration number: US

Last name: First name:

I am ...

... already accepted

- ☐ Study-abroad/exchange/dual-degree program
- ☐ French language class, professional training (i.e. cooking class)
- ☐ Full-time undergraduate or graduate school program
- ☐ PhD program

or

Then you just need to wait for your confirmation messages!

Within 3 weeks after Campus France has received your postal mail, and if your file is complete, a notification will be sent to the email you provided enabling you to book an appointment online with your assigned French consulate. The two documents from Campus France that you need to print out for your visa appointment are:

- *The email stating your Campus France fee has been processed*
- *The email stating that your Campus France application has been processed*

Boston University Study Abroad

Remember to print these and bring them to your visa appointment.

While you're waiting for them, you can prepare your other visa materials.

Go back to your program's hub page for more instructions.

That's it for Campus France! Good work.

| Undergraduate and graduate school application | I have been accepted (study abroad, individual, PhD...) | Mailbox | My account |

Welcome › I have been accepted (study abroad, individual, PhD...)

I have been accepted (study abroad, individual, PhD...)

The Campus France confirmation messages look like this.

Payment notification

Bonjour �____

Your payment of 180.00 Dollars has been processed.

Sincerely,
Campus France Team
This is an automatically generated email, please do not reply.

Dear �____,

CampusFrance USA has processed your file. You should now make an appointment with your assigned consulate:

Consulat Général de France à Boston
31 Saint James Avenue, Suite 750 Boston, MA 02116 United States

IMPORTANT: it remains at the discretion of the Consulate to determine if your application can be accepted for a student visa.

Please make sure that you:
1) Print this confirmation message. It is the Campus France "attestation" needed for your visa appointment.
2) Book your appointment on the Consulate's website; no earlier than 90 days and no later than 2 weeks prior to the start of your program (take into consideration that during peak activity in the Consulates, especially in the summer, available slots fill up quickly).

Sincerely,
Campus France Team
This is an automatically generated email, please do not reply.