APPLICATION PROCESS
INCOMING EXCHANGE STUDENTS

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1. I apply in my home institution
2. I register in Mobility Online
3. I fill in the application form and upload the required documents
4. I receive an email to register in the platform
5. I receive a confirmation email
6. My application is assessed by the admission jury
7. The international office checks and approves my application
8. My application is assessed by the admission jury
9. My admission letter is generated and signed
10. The international office indicates the admission jury's decision on Mobility Online
11. My admission letter is uploaded on Mobility Online
12. I receive the decision on my workflow
13. I download the letter
14. I request my student visa
15. I book my accommodation on campus
16. I book my plane ticket
17. I prepare my arrival on campus

**MOBILITY ONLINE**

1. My home institution sends my nomination via Mobility Online
2. I receive an email to register in the platform
3. I receive a confirmation email
4. My application is assessed by the admission jury
5. The international office indicates the admission jury's decision on Mobility Online
6. My admission letter is uploaded on Mobility Online
7. I receive the decision on my workflow
8. I download the letter
9. *I fill in my learning agreement and submit it
10. *I download my learning agreement and have it signed by my home institution

**IMT Atlantique PIPELINE**

1. The international office receives my nomination
2. The international office checks and approves my application
3. My admission letter is generated and signed
4. My admission letter is uploaded on Mobility Online
5. I receive the decision on my workflow

* For Erasmus+ students only
1. Eligibility and application deadlines

- **Eligibility**

You are interested to come to IMT Atlantique as an exchange/ double degree student and want to know if you are eligible?

You can only apply as an exchange/ double degree student if your home institution has a **valid agreement** with IMT Atlantique and if you have been selected and **nominated** through Mobility Online. To check if there is an agreement between our two institutions please contact your international office or check the list of our academic partners on our website.

**What courses are available for exchange/ double degree students?**

Depending on your academic background and your language skills, different options are available. To find out more about our programs please check our website or contact mob-in@imt.atlantique.fr.

- **Application deadlines**

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2. Step by step application process on Mobility Online

**What is Mobility Online?**

Mobility Online is the online software used by IMT Atlantique to manage incoming mobility. The student portal is called «Workflow», it gives you an overview of the application process and allows you to complete the different tasks.

**Step 1. Nomination by your home institution.**

Once you have been selected as an exchange/ double degree student by your home institution, your international office will send us your **nomination via Mobility Online**.

You will then receive an email to register to Mobility online and start your application. *Please note that if your home institution uses Mobility Online you still need to register to IMT Atlantique’s Mobility Online portal.*
Step 2. Online Registration

You will be asked to create a username and a password with minimum 6 and maximum 12 characters and at least 1 number, 1 upper case letter and no special character (#, + £…). Keep them safe because you will use Mobility Online even after your mobility!

Click on « login to Mobility Online » to access your workflow and fill in your application form.

Step 3. Fill in Online application form

The application form depends on the program you are applying for. It is available in French and in English. Fields with a (*) are mandatory.

Application data

This section will be pre filled by your home institution. If the information is incorrect please contact us.
Student personal data

Your last name, first name, gender, date of birth and email address will be pre filled by your home institution. Please select your country of birth, your nationality and enter your place of birth (city).

Study details

- Select your country and your home institution. If you cannot find your home institution in the list, please contact mob-in@imt-atlantique.fr.
- Expected degree: Master, Master of science, Bachelor...
- Major: ex : Mechanical engineering
- Credits obtained so far: if applicable
- Latest GPA or average: example: 3.5/4
- Latest ranking: your position among the students in your class

Mobility data

If you are applying for an exchange or a double degree in one of our international MSc :

For the MSc MPLP → Select the study domain «Industrial systems, organizations»

For the MSc NE :
• Tracks ANWM & NEPIA → Select the study domain «Energy, nuclear energy, environment»
• Track Medical application → Select the study domain «Healthcare engineering»

For the MSc PBPE → Select the study domain «Energy, nuclear energy, environment»

For the MSc IT :
• Tracks AEIOT & DS → Select the study domain «Computing and networks»
• Track CSNE → Select the study domain «Robotics, electronics, automation, telecommunications, embedded systems»

If you are applying for an exchange or a double degree in our Master of Science in Engineering (or diplôme d'ingénieur):

• Select « All domains - Master of science in Engineering in study domain
• Select Master of Engineering in study program
• Choose 3 majors from the list.

Bear in mind that we will try to give you your first choice but that it is not guaranteed.
For more information about the majors offered at IMT Atlantique and the program structure, check our website.
For students who are applying for the 1 year of the diplôme d'ingénieur program you will be asked to choose 3 majors but the first year is common, you will follow the majors in year 2 and/or 3.
Language skills

Please enter your current level in French and in English. You will be able to upload a new certificate later on.

French Summer School

The French Summer School is mandatory for students joining a program taught in French and who haven’t reached a B2 level before starting classes. If you are preparing the B2 exam you can select « no » or « I don’t know yet ». Please note that this is a fee-paying program open to all exchange students. For more information check our website.

Work experience

The work experience is not mandatory but can be a plus. It can be an internship or a job. If you want to add another one click on « I want to add a second work experience ».

Expected funding

It is important for us to know how you are expecting to fund your mobility and if you are applying for a grant or scholarship. Once you have the confirmation of the scholarship please upload your certificate in your workflow.

Special needs

Select « yes » or « no ». If you have selected « yes » please explain your situation in the box.

Survey

Select one of the choices in the list. If your answer does not appear on the list, select other and explain.

Comments

If you have any comment or want to add an information that is not on the application form please let us know in this section. Don’t forget to confirm that the form is correct and complete by ticking the box and press « send application ».
Once you have completed your application form click on My application data → Application workflow to go back to the main page. From this menu you can edit your application by selecting « Edit application », download documents by selecting « Download documents » and if you have more than 1 application you can see the other ones by selecting « Selection of the used application »

### Step 4. Upload your application documents

**Application documents**

- 1 photo (500 pixels)
- Copy of passport or ID card
- CV
- Motivation letter
- Transcript of records
- Detailed syllabus of your on-going courses (template available)

*The other documents are not mandatory and can be uploaded later.*

### Step 5. Admission

Once you have completed the first 4 steps, the international office will check your application and approve it. It will then be assessed by our admission jury who will decide whether or not you are admitted and in which program. There is 1 jury per month (or 2). You won’t be able to go any further in your workflow before the decision.

Once you have been admitted please fill in your emergency contact.

### Step 6. Campus

IMT Atlantique is spread over 3 campuses. You will be assigned to one campus according to the program you follow.
3. Contacts

Student housing

Brest & Rennes: logement-brest@imt-atlantique.fr
Nantes: logement-nantes@imt-atlantique.fr

International office

mob-in@imt-atlantique.fr

Useful links

FAQ: https://www.imt-atlantique.fr/en/international/study-imt-atlantique/faq
Campus France: https://www.campusfrance.org/en

4. FOR ERASMUS STUDENTS ONLY:

Step 1. Learning agreement

We don’t have an online catalogue just yet; you will have to fill in your learning agreement manually on Mobility Online. Please contact mob-in@imt-atlantique.fr for more information about the classes available in French and in English.

Step 2. During your stay

Once on campus, your arrival certificate will be uploaded on Mobility Online. You will be able to modify your learning agreement if necessary.

Step 3. During your stay

Once you have left the campus, your departure certificate will be uploaded on Mobility Online.

At the end of your mobility, your transcript of records will be uploaded on Mobility Online, you will then be able to download it.