



Ontario/Rhône-Alpes Student Exchange

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ORA Application Form Instructions for Students from Ontario

I. Application Package/ Supporting documents

The online ORA application form is only part of the application package. The entire package consists of the following documents (see section III, below):

- Saved .pdf version of the completed, signed ORA application form. This document will be sent to your e-mail address automatically when you complete the online process.
- The completed questionnaire *Study Proposal Questionnaire*
- Your *Curriculum Vitae* (resumé), a maximum of **one page** in length.
- Official transcript(s)* or certified lists of all courses taken from all post-secondary institutions attended
- One letter of support* from a faculty member who know you and your work well. The referee must be in your major field of study.
- The French Language Proficiency Assessment Form (this form must be completed even if you have no or very limited knowledge of the French language)

II. Explanations of the Form's Components

General Information

- **E-mail Address**

Please provide your official university e-mail address. We do not accept private e-mail addresses.

Academic Information

- **Degree Sought**

If you do not yet have a completed Bachelor's degree at your home university, you list Bachelor. If you are enrolled in a Master's or Ph.D. program in Ontario, you list Master or Ph.D. accordingly. If you have completed one or more university degrees already, please provide the date and details of each completed degree.

- **Which year of your degree studies will you be in by the time you start the exchange?**

This information is based on the study level you have indicated above. Which year of your current BA/MA/PhD program will correspond to your time in France?

- **Preliminary Course Selection at Host University**

You must indicate three choices of host universities (without duplications) for your application to be accepted. If you have especially good reasons to be at a specific university, please explain them in your "Study questionnaire."

In selecting courses, pay close attention to the term during which the course is offered (year, fall, winter). This is particularly important for students who will be on exchange for only one semester. Please note that you cannot combine undergraduate and graduate courses.

Students whose French is not sufficiently advanced to take discipline courses in French have the option of taking courses in English through the SELF program (Study in English in Lyon France) at Lyon 3. Places are limited and are reserved for students with a beginner or basic level of French who have not taken French courses at the university level. Students applying for the SELF Program must declare an area of study. For more information, please visit the ORA website or the Lyon 3 website.

Please look at the information available on the ORA website and – more importantly – on the universities' websites to see if the subject(s) you wish to study are offered at the universities you name. Only list universities where you can find suitable courses in your field(s) of study.

III. Submitting your Application

By clicking the "submit" button a copy of your application is sent to the ORA program office and you should receive an email and .pdf file showing the information you have submitted. *It is highly recommended that you keep a copy of the pdf file for your records.*

NEXT STEP: Submit a copy of the full .pdf file to your home university's international office, along with all necessary supporting documents. Before doing so, please check with your home university whether electronic copies of all documents are accepted or whether paper copies are required.

IV. Any Questions?

If you have questions about the Ontario/ Rhône-Alpes Exchange Program or this application form, please contact the International Office at your home university or the ORA Program Office.