

## APPLICATION PROCEDURE FOR EXEMPTION FROM DIFFERENTIATED TUITION FEES Year 2022-2023

You are a foreign student (outside of the EU):

- Having never been enrolled at a European higher education institution.
- Having been admitted to CY.
- Residing abroad (outside of the EU) or in France for less than 2 years.

You can apply for exemption from differentiated tuition fees.

The period for applications for exemption from differentiated tuition fees for 2022-2023 is from **21th March 2022 to 18th May 2022**.

### Eligibility of applications

**Step 1:** Receipt of **approval of your application** for enrolment at CY Cergy Paris Université: the International Cooperation Department (DCI) sends you a letter of acceptance.

**Step 2:** The DCI administration sends your contact details (surname, first name, telephone number, e-mail address etc.) to the scholarships office.

**Step 3:** The scholarships office sends you an e-mail with the exemption application form, the list of supporting documents and the procedure to be followed.

### Sending of applications

**Step 4:** Complete, date and sign the form.

**Step 5:** Send your **COMPLETE** application (form + required supporting documents) before **17<sup>th</sup> May 2022** by e-mail to the following address: [bureaudesbourses@ml.u-cergy.fr](mailto:bureaudesbourses@ml.u-cergy.fr) with the following in the subject line: "Application for exemption from 2022/2023 differentiated tuition fees - SURNAME FIRST NAME".

**Step 6:** The scholarships office sends you acknowledgement of receipt of your complete application.

### Examination of applications and notification

**Step 7:** Your application is examined by the members of the committee.

**Step 8:** After the committee has given its opinion, the scholarships office sends you an e-mail (from **18<sup>th</sup> May 2022**) to inform you of the committee's decision (acceptance or rejection).

**Step 9:** At the time of your administrative enrolment, **you present your notification of acceptance** of exemption from differentiated tuition fees to the university administration.

### Contacts:

**For questions concerning exemption from differentiated tuition fees:**  
[bureaudesbourses@ml.u-cergy.fr](mailto:bureaudesbourses@ml.u-cergy.fr)

**For questions concerning international mobility:** [bureauetrangers@ml.u-cergy.fr](mailto:bureauetrangers@ml.u-cergy.fr)