

Dear Partner,

The messages below summarise the main information your students will receive from Panthéon-Assas. It is very important that they read them carefully and follow the instructions, respecting the deadlines.

These messages may undergo minor adjustments before being sent, but they will remain largely unchanged.

Students will also receive other messages regarding the status of their application. They are therefore encouraged to check their email regularly.

Thank you very much for your cooperation.

Incoming team

[incoming@assas-universite.fr](mailto:incoming@assas-universite.fr)

## Confirmation of application :

**The information contained in this email is essential for the success of your mobility programme and should be read carefully.**

Your university has just informed us of your upcoming arrival at Panthéon-Assas University as part of an exchange programme. We look forward to welcome you!

Below you will find information about the registration process at Panthéon-Assas, as well as useful information to make sure your stay goes smoothly.

### ❖ Application process

The application is completed online and involves several steps:

- **Until May 31st:** apply via Mobility Online, the link can be found at the end of the email. Please refer to the application instructions attached.  
**Please note:** After submitting your supporting documents, our department will need some time to process them. You will be notified when the letter of admission is available.
- **After your application has been approved on Mobility Online:** you will receive information on how to complete your administrative registration in 3 steps.

### ❖ Organisation of the academic year

Courses begin on September 21st, 2026. You can find the academic calendar [here](#).

**PLEASE NOTE: By coming to study at Panthéon-Assas University, you agree to its academic calendar.** Please check in advance that it is compatible with your future academic plans (for example, bear in mind that **first semester transcripts will not be available until March**).

Exchange students are requested to arrive in Paris at least one week before courses begin in order to participate in the **welcome week**, which will take place **from 14 to 18 September**. The week will include:

- A welcome meeting with your coordinators
- A welcome breakfast in the presence of the president of the university
- Introductory course on French law and methodology (for law students only)
- An introduction to the library and digital resources
- A day to 'Discover Paris'

A detailed programme will be sent to you by email a few days before the start of the semester.

### ❖ **Introductory course on French law and methodology (for law students only)**

Introductory course on French law and methodology will be offered to law students during the welcome week. The timetable and room details will be sent to you by email a few days before the start of the semester.

### ❖ **Choice of course and registration**

To prepare your learning agreement, you can consult [this year's timetables](#) on the university website. The documents will be updated before the start of the semester. It is essential that you check them again before registering to make sure that the courses are available.

You must choose courses **within your nominated field of study**. We also allow students to choose a **course** in another subject area, as well as free FLE (French as a Foreign Language) courses.

Information (dates, login details, etc.) to register to courses and tutorials will be provided by email in due course.

### ❖ **Accommodation**

It is important to start looking for accommodation now. Paris and the surrounding area offer plenty of options, but there is high demand and finding a place to live can be difficult.

Panthéon-Assas University has a very limited number of places in CROUS residences, which means that the chances of being offered accommodation are particularly low.

If, however, you would like to join the waiting list, you can fill in the form: [Waiting list for accommodation in a CROUS hall of residence – Fill in the form](#)

Applications will be reviewed on a priority basis according to social criteria.

To help you with your search, please refer to the attached documents.

### ❖ **International Student Welcome Guide**

Practical information for international students is available on our page [Bienvenue en France](#).

For more information, please refer to the [International Student Welcome Guide](#)

## Information about the registration process :

Your application to Panthéon-Assas has just been accepted. Below you will find the information you need to complete your administrative registration (3 steps). This information is essential for your registration and should **be read carefully**.

- **PLEASE NOTE: our team requires time to process your application after STEPS 1 and 3 of the registration process. We kindly ask that you avoid sending us follow-up messages, we will contact you if necessary. Please check your emails regularly!**

**STEP 1: eMundus** (deadline for submitting your application: 15 June 2026). You must complete your pre-registration online:

- If you have been nominated for an exchange programme, you have to select the campaign: Programme d'échange / Erasmus + - 2026-2027  
<https://candidatures.u-paris2.fr/campagne?view=programme&cid=1774>
- If you have been nominated for 'L3 de droit, Law degree seeking' you have to select the campaign: Licence en droit – Law degree seeking – 2026-2027  
<https://candidatures.u-paris2.fr/campagne?view=programme&cid=1772>

You will receive an email once your application has been validated. This email will contain essential information for STEP 2: your **OPI number (EMXXXXXXXXXX)**.

**STEP 2: IA WEB PRIMO** (to be completed as soon as you receive your OPI number)  
<https://applications.u-paris2.fr/IAPrimo/ident1.jsf>

You need to log in to the platform by entering:

- your OPI number (EMXXXXXXXXXX)
- your date of birth (DDMMYYYY)

During your administrative registration, if your names and addresses contain accents and/special characters, please transpose these elements into Latin characters - examples: 3, yeşil tırtıl sokağı = 3, yesil tirtıl sokagi (3, rue de la chenille verte)

Your **student number** will be generated during this step. It will be in the following format: **26XXXXX**. Be sure to note your student number, as you will need it to complete STEP 3.

**STEP 3: WEB PJ** (dates will be communicated to you by email in due time) <https://applications.u-paris2.fr/PJWeb/page/login.jsf>

You need to log in to the platform by entering:

- your student number (26XXXXX)
- your date of birth (DDMMYYYY)

You will be required to upload the following documents to the platform:

- Your admission letter from Panthéon-Assas
- A copy of the results obtained at the previous higher education institution (transcript, diploma obtained, certificate of completion)  
**It MUST be translated into French or English by an official translator. Any document in a language other than these two will not be accepted.**
- A front and back copy of a valid identity document (passport, identity card with photograph on the document)
- Identity photo (plain and white background) in .JPG format (mandatory)
- A copy of the baccalaureate diploma obtained (= matura, maturité, high school diploma, college diplomas, etc.).  
**It MUST be translated into French or English by an official translator. Any document in a language other than these two will not be accepted.**

**PLEASE NOTE: incomplete applications and untranslated documents will not be processed, so make sure you get everything ready in advance!**

Information regarding course registration (dates, login details, etc.) will be sent to you by email in the coming weeks. You can view the [2025–2026 timetables](#), the documents will be updated before the start of the semester.