FREQUENTLY ASKED QUESTIONS

Graduation Ceremony

How can I get my diploma if I can't attend the graduation ceremony?

» 1st solution: you can authorise someone else to act as a proxy on your behalf. The person collecting your diploma must have:

1. his or her ID + a photocopy of that ID,
2. a photocopy of your piece of identity,
3. a written and signed proxy authorising them to receive your diploma.

» 2nd solution: Request it from the education secretary in person (bringing your ID)

» 3rd solution: Make a request by email to the education secretary who deals with your course and send her:

1. A certificate stating that you want us to send you your diploma by post.
2. A photocopy of your ID
3. A separate stamped envelope 21 x 29.7 to be sent by registered mail with acknowledgment of receipt to your address. This envelope should be sent to the following address: OVSQ - name of the secretary - 5/7 boulevard d'Alembert 78280 GUYANCOURT

Internships

Is there funding or support for students going abroad on an internship?

There are grants for internships as long as this is a compulsory element integrated into the student's course.
Contact the International Relations Department at UVSQ.

How can I obtain a duplicate of my degree?

The student must send the following to the Study Management Pole (UVSQ - DEVU - PGE, 55 avenue de Paris, 78035 Versailles Cedex):

» A written request specifying the degree obtained, the year it was obtained and the reason for the request (loss or other).

» A copy of both sides of your valid identity document.

» An appropriately stamped A4-size envelope to be sent by registered mail with acknowledgment of receipt in France.

» A registered letter with Acknowledgment of Receipt made out to your name and address.

Applications

I come from a fairly specific field or discipline, I would like to know if, in principle, my application is admissible. How do I proceed?

» You must submit a full application file so that the course manager may assess your application.