



ATHENS WEEK – GENERAL RULES

For ATHENS STUDENTS: THINGS TO KNOW

ParisTech is the is the General Coordinator of the ATHENS Programme. All students commit themselves to respecting the ParisTech general rules.

PHILOSOPHY OF THE PROGRAMME

- ATHENS week is a programme dedicated to academic excellence but also to **cultural exchange** and **new course experience**.
- The first selection stage is handled locally by your home institution local coordinator who may either propose or refuse your application to the programme
- The final selection stage is handled by ParisTech. Due to the important number of participants (+/- 2000 students at each session) the process is computer-aided considering several constraints: the minimum and maximum places available in each courses, the diversity of participants in each courses, the number of choices you make, etc.
- **Our objective is to ensure the participation of a maximum of students.**

BEFORE REGISTRATION

- Obtain confirmation from your Home institution that you can participate in the ATHENS Session (=leave your university for one week)
- Check the website: <http://athensnetwork.eu/>
- Make sure that you are able to fund the costs (travel, and living costs) in cities where you select courses
- If you are an **exchange student** currently studying at a member ATHENS institution (ERASMUS, Double Diploma students), you are not permitted to return to your Institution and town of origin to follow an ATHENS Session + you must inform your Home Institution of origin of your intention to participate in an ATHENS Session.
- Check on visa requirements.

WHEN REGISTERING

- Read course descriptions + check the prerequisites to attend
- **Register for a minimum of 3 courses** (up to 6). If you select less, there is a chance you'd obtain none of them!
- Do not select a course if you are not interested in nor if you don't meet the prerequisites! There is a chance you'd be awarded with any of your selected courses.
- Be aware that the choice of the courses is final
- Do not forget to mention if you need lodging or not during your stay abroad
- Make sure all data is valid on your registration form (e.g. housing, name spelling, etc.)
- **Read the Student Commitment**
- After submitting your application, you must download the application and the Student Commitment forms (PDF file), print out and submit the forms to your home ATHENS local coordinator for final confirmation. Without this confirmation, ParisTech will not consider the application
- In case of questions related to the application process, **contact your Home Local Coordinator, not the host institution.**

AFTER REGISTRATION

- Once you get the confirmation of your selection in a course, **you are committed to following the course officially awarded to you by the Central Selection Committee in Paris.** You are not allowed to make any changes
- You will receive a message with vital information related to housing, European Dimension activities, meeting point, etc.



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- Final details on the session will be available on each host institution's websites some 10 days before the session
- Reserve as soon as possible your travel arrangements.

DURING ATHENS WEEK

- You are expected to attend and to actively participate in the course you are following as well as pay for and follow the European Dimension activities
- You are not a simple tourist; you represent your Home institution! In case of misbehaviour, your home institution will impose sanctions
- Each ATHENS site has an emergency number to be used only in case of emergency.

AFTER ATHENS WEEK

- You will be asked to complete an **Evaluation questionnaire on-line** at the end of their ATHENS course. Student evaluations help the Programme to develop. Thank you for participating!
- The Host Institution evaluates students' examination **according to its proper system of grading**. No complaints will be accepted. An ATHENS course is worth 2 to 3 ECTS credits.
- Grades are released on the ATHENS web-platform at the latest 6 weeks after the end of the Session.
- Certificates with marks for the course are released at the latest 2 months after the end of the Session.