

# Academic Regulations

## *Bachelor of Science in Engineering*

The Academic Council approved this document on 11<sup>th</sup> June 2026  
The Board of Governors approved this document on 18<sup>th</sup> June 2026

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# I. General organisation of studies

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## I.1. Curriculum

### Article 1

Ecole Centrale de Nantes awards a three-year undergraduate programme: Bachelor of Science in Engineering (BSc Engineering) with specialisations in mechanical engineering, civil engineering, fluid and energy engineering, signal control and robotics.

The programme provides students with a broad understanding of the fundamental principles common to all engineering disciplines, while allowing them to pursue their individual interests through a choice of specialisations. The total duration of the Bachelor of Science in Engineering (BSc Engineering) is six semesters (three academic years).

Details of curriculum are provided to each student at the beginning of every academic year.

## I.2. Academic Affairs

### Article 2

In accordance with the statutes of École Centrale de Nantes, teaching policy, coordination and organization are defined by the Director of École Centrale de Nantes assisted by the Deputy Director and the Dean of Studies (Academic Affairs Department).

## I.3. Dean of Studies

### Article 3

The Dean of Studies and his/her deputies assist the Director and Deputy Director across all activities related to the school's study programmes: the Engineering programme of Ecole Centrale de Nantes; the Degree apprenticeship programmes in partnership with the ITII Pays de la Loire, the Master's programmes, the Bachelor's programme and Advanced Master's (in French, Mastère Spécialisé®) programmes.

## I.4. Student representation

### Article 4

Each year, Bachelor's students elect a representative and a deputy to represent them and facilitate exchanges with educational and administrative representatives.

## I.5. Organization

### Article 5

From year three, students choose a specialisation (Mechanical Engineering, Civil Engineering, Fluid and Energy Engineering, Signal, Control and Robotics).

### **I.5.a. Duration and organisation of studies**

#### **Article 6**

A student after securing admission in the BSc degree programme must pursue the course of study for a duration of 6 semesters (or 3 years). Each semester shall have a minimum of 15 weeks of instruction. The BSc Engineering degree programme has to be completed within at most 6 consecutive years from the date of admission to the programme; students who fail to do so shall forfeit their place in the BSc Engineering course. Each academic year runs from September (year N) to the end of August (year N + 1)

#### **Article 7**

The study programme is organized into course units (UEs - *unités d'enseignement*) which are placed under the responsibility of a course unit (UE) supervisor.

Course units (UEs) are broken down into modules (ECUE - *élément(s) constitutif(s) des unités d'enseignement*) which are placed under the responsibility of a module (ECUE) supervisor.

The organization of the course units (UEs) is designed to facilitate the assessment of students across the fields of Natural Sciences, Creative Sciences, Engineering, Humanities and Social Sciences. The Academic Council may propose changes to the programme structure in order to meet the educational requirements of the students. It should also be noted that both course unit (UEs) and modules (ECUE)s are taken into account in the overall assessment (as set out below) and in the progression rules.

#### **Article 8**

Courses are provided in the form of lectures (designated as CM in OnBoard), tutorials (TD), practical work (TP), autonomy projects, conferences, seminars, internships, visits to companies, etc. Distance learning may also be in place, depending on the resources available to students. The general organization is defined at the beginning of each academic semester and specified in the documentation provided to Bachelor students.

#### **Article 9**

The number of places offered for admission to the first and third years of the bachelor programme are established by vote each September (year N) for the next academic year (N+1) by the Board of Governors.

#### **Article 10**

In the third year, the number of places offered per specialisation, as well as the allocation procedure for each specialisation, is determined by the Director of École Centrale de Nantes after consultation with the Dean of Studies and the specialisation supervisors. The procedure will be forwarded to the students during the second year.

### **I.5.b. Internships**

#### **Article 11**

The Bachelor of Science in Engineering includes practical training aimed at giving students exposure to professional practice and preparing them for their future careers.

Internships are mandatory and form part of the programme. They are divided into two periods:

- | Year 2: at the end of the fourth semester, students must complete a company placement lasting at least 6 weeks. This practical internship gives students direct exposure to industry and day-to-day operations.
- | Year 3: students must complete an internship lasting at least 16 weeks, during which they carry out duties equivalent to those of an advanced technician.

The internships must be completed by the end date of the Academic year.

## Assessment

### Article 12

Assessments may come in different formats:

- | written and oral tests,
- | practical work reports,
- | online questionnaires,
- | project reports, internship reports and presentations.

At the beginning of a course, professors will inform students about course requirements, delivery and evaluation methods, and the nature and timing of assignments, projects and examinations. Professors may refuse any assignment or examination that is not written legibly.

## I.6. Grading

### Article 13

Module (ECUE) assessments are individual. The grading ranges from 0 to 20 (20 being the highest grade) and is under the module (ECUE) supervisor's responsibility.

## I.7. Modules (ECUEs)

### Article 14

For each ECUE, a score is obtained by weighting the different assessment scores (see article 12).

## I.8. Course Units (UEs)

### Article 15

For each UE, the grade is calculated as the weighted average of the individual module (ECUE) grades within the course unit (UE).

## I.9. Examinations

#### **Article 16**

The module (ECUE) supervisor is responsible for the content and organisation of all ECUE assessments. The examination dates are given in the schedule.

#### **Article 17**

During examinations Bachelor's students may only be in possession of documents or materials that have been pre-authorized. Unless otherwise indicated, any use of communication systems is strictly prohibited during an examination. The use or possession of mobile phones and any other connected devices is strictly prohibited, unless otherwise specified. Likewise, any personal belongings not expressly authorized by the invigilators may not be kept or used during the examination.

#### **Article 18**

Bachelor's students must present an identity document bearing a photograph and sign the attendance sheet.

No exit from the examination room is permitted during the first hour of the examination or in the last 15 minutes. Between these times, leaving the examination room may be permitted only on an exceptional basis and is subject to the invigilator's approval and supervision. Only one bachelor's student will be allowed to leave the examination room at any one time. Latecomers are not permitted to enter the examination room after the first half an hour of the examination.

#### **Article 19**

Each bachelor's student must hand in her/his examination paper and complete the required attendance checks.

## **I.10. Communication of examination results**

#### **Article 20**

The results of individual examinations are communicated to the Bachelor's students within a maximum period of 30 days.

Corrections are provided orally by the ECUE supervisor or by means of a document made available to the students on the École Centrale de Nantes online learning platform.

Examination papers are available for consultation for a period of one year after the examination.

## **I.11. Examination attendance**

#### **Article 21**

All Bachelor's students must take part in all the examinations held for each module (ECUE) unless subject to regulatory exemption granted by Academic Affairs.

#### **Article 22**

An unjustified absence (see article 38) at a mandatory examination, or practical work, leads to a grade of 0 (zero) for that examination.

## **I.12. Fraud**

#### **Article 23**

Any fraud or attempted fraud committed by a student, and duly observed and established during an assessment of knowledge and skills—whether before, during, or after the exam—will result in the initiation of disciplinary proceedings. These proceedings are initiated by the School Director and may follow either a simplified procedure known as a “plea agreement” or the standard disciplinary procedure. Plagiarism is considered a form of fraud.

Pending review of the case by the competent authority, the exam paper will be graded without immediate sanction; however, the grade awarded may be annulled depending on the outcome of the disciplinary proceedings.

## II. Progression and completion

### II.1. Course unit (UE) completion

#### Article 24

A course unit (UE) is successfully completed if the student has met the following conditions:

- the grade awarded for the course unit (UE) is 10 or more (UE score  $\geq 10$ )
- the grades awarded for each module (ECUE) in the course unit (EU) are 7 or more (ECUE score  $\geq 7$ )

Successful completion of the UE leads to the award of the corresponding ECTS credits (as detailed in the curriculum).

### II.2. Semester completion

#### Article 25

The Board of Examiners (Semester) deems a semester to be successfully completed if the student has passed all of the semester’s course units (UEs).

#### Article 26

All non-eligible candidates must sit a re-take examination (also referred to as the second examination session) for the modules (ECUEs) determined by the Board of Examiners.

### II.3. Re-take examinations

#### Article 27

Re-take examinations, (also referred to as the second examination session), may be offered by the Board of Examiners to students who have not successfully completed a course unit (UE). The Board may request the reasons for absences from class in order to determine whether students may be authorised to sit the re-take examination.

#### Article 28

At the end of their meeting, the Board of Examiners determines the list of second examination sessions. Only authorised students may sit these examinations.

#### Article 29

In the event of absence from the initial examination, the Board of Examiners may decide to treat the re-take session as the initial examination for the following reasons, provided evidence is supplied:

Personal or family circumstances.

Medical reasons.

Summons by an administrative authority or to a national examination.

If the course unit (UE) is not successfully completed after the re-take session, a second re-take session may be offered by the Board of Examiners.

#### Article 30

For each course unit (UE) or module (ECUE), the final grade will be the best grade obtained between the initial examination and the second examination session.

## III. Graduation requirements

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### III.1. Successful completion of the programme

#### Article 31

In order to graduate, students must successfully complete all semesters in the programme (30 ECTS credits for each).

### III.2. Work experience requirement

#### Article 32

Students are required to successfully complete a minimum of 16 weeks of internship (see article 11).

### III.3. Foreign language certification

#### Article 33

Students are required to meet the B1 French language level requirements and the B2 English language level. The list of the recognized proficiency tests is provided to the students.

Students who have completed a significant portion of their secondary education in French are exempt from the French language certification.

For students admitted under a double-degree agreement, French language proficiency may be confirmed by an internal committee in order to fulfil the requirements for the diploma.

### III.4. International experience

**Article 34**

Students who have completed at least two years of study outside France within the last five years, upon presentation of official supporting documents, are exempt from the international experience requirement. The five-year reference period is calculated backwards from 15 June of the year of entry into the programme.

### III.5. Validation of prior learning and experience (V.A.E.)

**Article 35**

Concerning the validation of prior learning and experience, each applicant submits their application (known as a 'livret 1' available from Centrale Nantes) to Centrale Nantes, i.e., the certifying body. The application is examined by a duo comprising a course supervisor and a lecturer in the relevant field. Centrale Nantes will respond positively or negatively to the admissibility of the V.A.E. application. Should the application be admissible, the applicant must describe in detail their professional experience and skills acquired in a second more detailed submission (livret 2, also provided by Centrale Nantes). The candidate is then put in a professional context in front of a panel and presents their application. The panel interviews the candidate and makes a decision on whether to certify all, part or none of the experience.

**Article 36**

A student with outstanding balance or other financial obligations to Ecole Centrale Nantes cannot obtain a transcript.

## IV. Attendance

**Article 37**

Attendance to examinations, oral defenses, courses, tutorials, practical work, projects, conferences, seminars, internships, visits to companies, as well as active participation in independent works and distance learnings, is mandatory.

**Article 38**

The reason for any absence must be reported, in OnBoard within 24h following the start of the absence. Where supporting documents are available, they must be submitted within five working days of the start of the absence. If no supporting document can be provided, a sworn statement may be submitted instead. The validity of the reason is left to the discretion of the Dean of Studies. The reasons may include the following:

- Personal circumstances or family events,
- Medical reasons,
- Summons by an administrative authority or to a national examination,
- participation in an event organised by a student society or by École Centrale de Nantes, provided the event appears on a list approved by the Dean of Studies. This list is discussed at the start of the academic year, in September, with the student societies concerned.

**Article 39**

With regard to absences for events that are/can be planned in advance (the declaration must be done in OnBoard) the bachelor's student must inform the relevant module supervisor(s) at the earliest opportunity and, if possible, a month in advance. The Dean of Studies will decide whether or not to authorise the absence. The bachelor's student must make up for any classes missed according to the module supervisor's instructions.

**Article 40**

The Dean of Studies may, on an exceptional basis, and in agreement with the teaching staff, grant partial exemptions at the request of bachelor's students.

**Article 41**

A late arrival of more than 5 minutes, from the second occurrence in the same class, will be treated as an absence from a 2-hour module.

Furthermore, students who have accumulated more than 20% absences in at least one module may find that the Dean of Studies opposes their plans for a gap year.

## V. Board of Examiners

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**Article 41**

At the end of each semester, a preparatory committee (*Commission Préparatoire au Jury*) for the Board of Examiners (*Jury des Etudes*) meets. Teachers are invited to participate in the preparatory committee. Participants are bound by a duty of confidentiality. The committee prepares a report on the academic situation of each student for the Board of Examiners. A representative from Student Affairs participates in the committee.

**Article 42**

Bachelor students do not attend the preparatory committee. However, they are represented by their elected representative. A bachelor's student who makes a written request addressed to the programme supervisor at least 24 hours prior to the committee's meeting date may also participate.

Bachelor's student representatives receive a report on the academic situation of the bachelor students at least 24 hours before the Board of Examiners meets. They are bound by a duty of confidentiality towards third parties. The bachelor's student representative is invited to attend the end of the board's meeting, and can thus bring additional elements.

**Article 43**

The Board of Examiners for the bachelor programme is convened at the end of each semester following the preparatory committee.

The chair, vice-chair and other members of the Board are formally appointed by the school. Members of the Board of Examiners are bound by a duty of confidentiality. A representative from Student Affairs attends each Board and produces the official record.

**Article 44**

Decisions are made by a simple majority of the Board members; in the event of a tie, the chair has the casting vote.

### Article 45

Board of Examiners' decisions are final. When new information is brought to the attention of the chair, he/she may reconvene the Board.

## V.1. Board of Examiners (Semester)

### Article 46

The Board of Examiners meets at the end of each semester.

The Semester Board decides on successful completion of the course units (UEs) and modules (ECUE) in the past semester. Where courses or the semester are not successfully completed, the Board determines the arrangements for re-take examinations. The Board may recommend that a course unit (UE) be awarded, without any change to the grades obtained.

## V.2. Board of Examiners (Year)

### Article 47

The Board of evenly-numbered semesters also constitutes the Year Board. It decides on:

- | completion of courses and award of ECTS credits
- | completion of the year
- | progression of the bachelor's student to the next academic year
- | graduation for semester 6

### Article 48

Following the re-take examinations, this Board meets again and reaches a decision in view of the new results.

### Article 49

Following the Board of Examiners' deliberations, all Bachelor's students can consult their individual academic situation via the OnBoard portal. They are also informed, if applicable, of the need and the opportunity to sit re-take examinations before a deadline fixed by the Board of Examiners.

### Article 50

If the requirements to pass to the next academic year are not met, after the re-takes the Board:

- | can propose a repeat year unless the student already repeated a year previously. The student retains the benefit of the ECTS credits already acquired. A learning agreement detailing the courses to pass is drawn up and signed;
- | can recommend that the student be withdrawn from the programme.

# VI. Bachelor's students with a disability

### Article 51

Bachelor's students with disability, as described in *article L114 du code de l'Action Sociale et des Familles* (Social Action and Family Code), may benefit from specific arrangements as required by their situation.

### Article 52

Specific arrangements are determined, for the bachelor's student in question, by the Director of the Ecole Centrale de Nantes, based on the doctor's opinion designated by the *Commission des Droits et de l'Autonomie des Personnes Handicapées* (Commission for the Rights and Autonomy of People with Disabilities).

## VII. Gap year

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### Article 53

Bachelor's students can opt for a gap year during their studies. Students can consult the procedure and schedule on the school's intranet. The Director approves a gap year based on the motivation of the bachelor's student (see Appendix 1 : Gap Year)

## VIII. Quality assurance

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The way students experience their time at Ecole Centrale de Nantes, is important for those involved in teaching the curriculum. Every attempt is made to monitor the teaching process and to solve the problems that occur.

### Article 54

Courses are subject to a regular evaluation by students; the content, load, literature, assessment and organization are subject to critical review. The outcome of the evaluation report is sent to teachers who propose answers and solutions.

### Article 55

A Programme Advisory Board ("Conseil de perfectionnement") meets each year to:

- Advocate for a continuous improvement approach
- Foster constructive dialogue between academic staff, students and external stakeholders;
- Provide an overall assessment of how programmes are operating;
- Discuss the transversal and professional skills required for the professions of tomorrow;
- Make recommendations as part of a continuous improvement process;
- Share and enhance teaching practices to support student success.

The Programme Advisory Board brings together:

- 3 representatives from the school: the Deputy Director, the Dean of Studies, and the Dean of International Relations
- 3 teachers,
- 3 representatives of students and/or alumni,
- 3 representatives from the socio-economic sector.

## Appendix 1: Gap Year

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# GAP YEAR GUIDANCE AT CENTRALE NANTES FROM SEPTEMBER 2026

*Engineering, Master and Bachelor's Programmes*

PURSUANT TO DECREE N ° 2018-372 OF 18 MAY 2018 (ARTICLES D.611-13 TO D.611-20 OF THE EDUCATION ACT) ON THE TEMPORARY SUSPENSION OF STUDIES IN HIGHER EDUCATION PUBLIC INSTITUTIONS AND THE CIRCULAR N ° 2019-030 DATED 10 APRIL 2019, PUBLISHED BY THE MINISTRY OF HIGHER EDUCATION, RESEARCH AND INNOVATION IN BULLETIN N ° 15 ON 11 APRIL 2019 AND THE DECREE n°2021-1154 OF 3 SEPTEMBER 2021

# I. General framework

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## I.1. Definition

The gap year is a period during which a higher education student temporarily suspends his / her studies in order to gain personal or professional experience, either independently or under supervision within a host organization in France or abroad (Article D.611-13).

Students undertake and commit to a gap year on a strictly voluntary basis. A gap year cannot be a requirement of a degree course undertaken before or after the year in question, and thus cannot be mandatory.

Only one gap year may be undertaken during a study cycle. It may start as soon as you enrol in the course and must finish at the latest before the last semester of the end of this course, whatever the length of the course (Article D.611.15).

## I.2. Duration

The duration is exactly one academic year running from September (year N) to August (year N + 1).

## I.3. Target audience

Students enrolled in an initial training course at Centrale Nantes.

## I.4. Training courses

It is possible to undertake a gap year as part of the following courses:

- | master's programme
- | engineering programme
- | bachelor programme

## I.5. Different types of gap year

A gap year can take one of the following forms:

- | **Training** in a field different from that in which the student is enrolled;  
The student must comply with the application and enrolment procedures of the host institution. During the gap year the student observes the rules and undertakes the course activities prescribed by the host institution. Students who intend to undertake an internship linked to this training should therefore opt for this kind of gap year.
- | **Professional experience** in France or abroad;  
This form of gap year is intended to take the form of a fixed-term employment contract or unpaid voluntary work. In this case, the nature of the position held, as well as the

tasks entrusted to the gap-year student, within an organization are agreed between the student and the supervising organization only. Centrale Nantes' procedures on international mobility also apply to gap-year students, particularly with regard to safety aspects

| **Civic engagement** in France or abroad, which may take the form of voluntary work, international solidarity, international volunteering in a public administration or business or a European voluntary service. (See paragraph 5.5 for more details).

| **A gap-year internship.** A gap year is defined as a temporary suspension in the original initial training programme. However, it is possible for Centrale Nantes to issue internship agreements.

| **A personal development project.**

## I.6. Approval

A gap year is subject to the approval of the head of the institution, or of the Dean of Studies, or his / her deputies, at the institution in which the student is enrolled.

# II. Gap year applications

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## II.1. How and when to apply

### II.1.a. Students already enrolled and taking part in a training course at Centrale Nantes

Step 1. The student applying for a gap year must complete the online gap-year intent form in February / March latest (see the intranet for exact dates) of the academic year preceding the gap year;

Step 2. The student completes the online gap-year application form by early May (see the intranet for exact date) at the latest;

Step 3. Step 3. An acknowledgment of receipt of the application is sent by email.

### II.1.b. Students not yet enrolled, commencing a training course at Centrale Nantes

Step 1. Step 1. The student applying for a gap year must make a pre-application indicating his / her surname, first name, email address and letter of acceptance on the training programme by email to [direction.formation@ec-nantes.fr](mailto:direction.formation@ec-nantes.fr) after having accepted the enrolment offer made by the institution (by 20 August at the latest);

Step 2. The student completes the gap year application form and sends it to [direction.formation@ec-nantes.fr](mailto:direction.formation@ec-nantes.fr) by 31 August at the latest;

Step 3. An acknowledgment of receipt of the application is sent by email.

### II.1.c. Documents to be submitted for a gap year application

- | Complete online application form;
- | Letter of acceptance with regard to fulfilment of the international and work experience degree requirements (see paragraphs 5.2 and 5.3);
- | Any documents that provide evidence as to the project's state of preparation and maturity;
- | Any documents that provide evidence as to the project's maturity for students seeking a gap year internship.

## II.2. Conditions to be met before departure

- | The schedule and steps specified in paragraph 2.1 must be respected. To be considered, your application must detail activities from October (year N) to June (year N + 1);
- | Your application must have been approved by the school's gap-year committee. The committee assesses the relevance and coherence of your project as well as its maturity;
- | Students applying for national or international study mobility should note that mobility applications take priority over gap-year applications. If the mobility partner accepts a mobility application, the gap year will be automatically cancelled;
- | For students who have to take re-sit examinations, their gap-year application can only be approved once all courses have been successfully completed (i.e., after the Re-sit Examinations Board);
- | If the Examinations Board decides that the year must be repeated, the gap year will be automatically cancelled.

## II.3. Gap year approved

With regard to approved applications, the head of the institution, or Dean of Studies, or his/her deputies, signs a learning agreement (or convention as per the decree) with the student by 20 July latest for students already enrolled at Centrale Nantes, **(except for students who are also applying for national or international mobility, who must wait for the outcome of the mobility application, and for students with re-sit examinations, who must wait for the outcome of the Re-sit Examinations Board)**, or by 1 September latest for new students.

Signature of this learning agreement guarantees the student's place on the same course for the academic year following his/her gap year.

## II.4. Gap year refused

An explanation will be provided as to why a gap year application has been unsuccessful.

## III. During the gap year

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### III.1. Communication

The student agrees to stay in touch with a nominated point of contact (tutor or course supervisor) and with Centrale Nantes, and to respond to their requests (in particular via his/her individual student email in the format: `firstname.lastname@ec-nantes.fr`).

### III.2. ECTS

The only possibility to obtain ECTS credits from Centrale Nantes during the gap year is through a **gap-year internship**. Each successfully completed internship may lead to the award of a number of ECTS credits equivalent to the bachelor of science in engineering second internship. Successful completion requires an internship report to be submitted. The student must contact the gap-year advisor at Centrale Nantes to ascertain to whom the report should be sent. This report must be submitted no later than December of the year in which the student returns from the gap year (referred to as N+1 in this document). The ECTS credits awarded in the framework of a gap year constitute a supplement to the degree. In no event may they compensate for the credits required to complete the training programme.

### III.3. Support

The institution provides support to prepare the gap year.

### III.4. Early termination

Should the student wish to terminate the gap year before its term, he / she can only be readmitted into the course with the agreement of the head of the institution, or by the Dean of Studies. If accepted, the terms and conditions of this reinstatement will be defined by the Dean of Studies.

### III.5. Gap year completion

It is the gap-year student's responsibility to keep abreast of the steps to be taken for the pursuance of his/her training, in particular the choice of specialisation for the engineering programme, double-degree or mobility applications, or change of specialism for the master's programmes.

Upon his/her return to Centrale Nantes, the gap-year student completes an online feedback form.

## IV. Enrolment

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During the gap year, the student must comply with the enrolment calendar and procedures set by Centrale Nantes. He/she will be issued a student card.

## IV.1. Tuition fees

The student pays tuition fees at the reduced rate, as provided for in the annex to the decree which sets tuition fees.

Gap-year students are also required to pay the annual *Contribution Vie Etudiante et de Campus* (CVEC)

## IV.2. Scholarships

If the gap year involves enrolment in a training course with scholarship entitlement, a scholarship award can be maintained if the student so wishes, as long as the rules regarding progression and course and exam attendance are respected.

When the scholarship award is maintained, it is included in the total scholarship entitlement open to the student for each course.

# V. Other points

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## V.1. Funding

No funding is made available by the institution.

## V.2. International mobility requirement

A student who spends time abroad during his or her gap year may request that this period be considered towards the 'international mobility' degree requirement. To this end, they must present their gap-year project to the International Relations Department before applying for the gap year. If the project is eligible (which can only be confirmed once the relevant documents have been provided), the student must include the letter of acceptance (issued by the International Relations Department) in their gap-year application.

## V.3. Work experience requirement

A student who spends time in a company during his or her gap year may request that this period be considered towards the 'work experience' degree requirement. To this end, they must present their gap-year project (fixed-term contract, voluntary placement, etc.,) to Academic Affairs (direction.bachelor@ec-nantes.fr) before applying for the gap year. If the project is eligible, the student must include the letter of acceptance (issued by Academic Affairs) in their gap-year application. At the end of the gap year, the student must provide Academic Affairs with all the documentation needed to confirm fulfilment of the requirement, at the latest by December after the return from the gap year (referred to as N+1 in this document).

## V.4. Gap year internship

A student wishing to obtain an agreement for a gap-year internship must follow the same procedure as for all internships at the school. A gap-year internship can only be carried out during the gap-year period, i.e., between 1 September of year N and 31 August of year N+1.

## V.5. Civic engagement

A civic engagement can take different forms and falls within a particular legal status as defined by the National Service Act (Article L. 120-1).

- | Voluntary Civic Engagement: for a continuous period of six to twelve months giving rise to compensation paid by the Civic Service Agency, open to persons aged sixteen to twenty-five years old or to persons recognized as disabled from sixteen to thirty years old, with regard to general interest tasks recognized as national priorities.
- | Voluntary service: open to persons over 25 years of age, with associations operating under French law or recognized public utility foundations approved under the conditions set out in the National Service Act for a period of six to twenty-four months or a maximum of twelve months as part of a gap year.
- | International Public Volunteer (*Volontariat international en administration – VIA*) or International Corporate Volunteer (*Volontariat international en entreprise - VIE*) - open to young people between the ages of eighteen and twenty-eight years old for a period of six to twenty-four months or a maximum of twelve months as part of a gap year:
  - > VIA is a civic engagement performed for a French state department abroad;
  - > VIE is a civic engagement carried out abroad in terms of cultural, environmental, humanitarian or technical, scientific and economic development with a French company abroad, or a foreign company linked to a French company by a partnership agreement, or a foreign organization.
- | International solidarity volunteer (*Volontariat de solidarité internationale - VSI*) as governed by the law n ° 2005-159 of 23 February 2005 relative to international solidarity volunteer contracts. It is open to adults for assignments lasting from six to twenty-four months or a maximum of twelve months as part of a gap year.
- | European Voluntary Service (EVS) as defined by Decision No 1031/2000 / EC of the European Parliament and of the Council of 13 April 2000 establishing the Community action programme for young people and by Decision No 1719/2006 / EC of the European Parliament and of the Council of 15 November 2006 establishing the Youth in Action Programme for the period 2007-2013.
- | Volunteer firefighter, which includes a phase of initial training of a maximum duration of two months dispensed during the volunteer's mission, within his / her host unit or in a suitable structure, at the expense of the host organisation.

Article L. 120-7 of the National Service Act states that a civic service contract provides for collaboration without subordination between the volunteer and the host organization, unlike a contract of employment.

Students wishing to undertake a gap year in the form of civic engagement are invited to contact:

- | host organisation for a civic engagement [1] and voluntary service [2];

- | UbiFrance/civiweb [3] with regard to a VIE or VIA;
- | Clong-volontariat [4] for international solidarity volunteer work;
- | European Youth Portal [5] for the European Voluntary Service;
- | service-civique.gouv.fr for volunteer firefighters [6].

[1] [www.service-civique.gouv.fr/](http://www.service-civique.gouv.fr/)

[2] [www.service-public.fr/particuliers/vosdroits/F13273](http://www.service-public.fr/particuliers/vosdroits/F13273)

[3] [www.civiweb.com/FR/index.aspx](http://www.civiweb.com/FR/index.aspx)

[4] [www.clong-volontariat.org/](http://www.clong-volontariat.org/)

[5] [https://europa.eu/youth/EU/voluntary-activities/european-voluntary-service\\_en](https://europa.eu/youth/EU/voluntary-activities/european-voluntary-service_en)

[6] [www.service-civique.gouv.fr/missions/service-civique-adapte-aux-sapeurs-pompiers-](http://www.service-civique.gouv.fr/missions/service-civique-adapte-aux-sapeurs-pompiers-)