

| ADMINISTRATIVE REGISTRATION 2023-2024 in 1st year of thesis<br>List of supporting documents to be provided |                                                                                                                                                                                                                                                                                                          |                                               |                                                                                         | IA WEB |
|------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|-----------------------------------------------------------------------------------------|--------|
| Identity document - Photo                                                                                  |                                                                                                                                                                                                                                                                                                          | Method of deposit                             | When ?                                                                                  |        |
| All publics                                                                                                | Double-sided identity card or passport or residence permit                                                                                                                                                                                                                                               | By e-mail to the Students Affairs Department* | Following your administrative registration                                              |        |
|                                                                                                            | Photo (in .JPG format)                                                                                                                                                                                                                                                                                   |                                               |                                                                                         |        |
| You are not of French nationality                                                                          | Birth certificate translated into French or English                                                                                                                                                                                                                                                      |                                               |                                                                                         |        |
| Access title                                                                                               |                                                                                                                                                                                                                                                                                                          | Method of deposit                             | When ?                                                                                  |        |
| All publics                                                                                                | Diploma justifying admission (translated by a sworn translator if necessary) <b>OR</b><br>Transcript of marks <b>OR</b> Certificate of achievement allowing registration                                                                                                                                 | By e-mail to the Students Affairs Department* | Following your administrative registration                                              |        |
| CVEC (Contribution à la Vie Etudiante et de Campus)                                                        |                                                                                                                                                                                                                                                                                                          | Method of deposit                             | When ?                                                                                  |        |
| All publics<br>(excluding cotutelle with payment of fees in the partner university)                        | CVEC certificate<br>Useful link for obtaining it: <a href="https://cvec.etudiant.gouv.fr/">https://cvec.etudiant.gouv.fr/</a><br>If you encounter difficulties:<br><a href="https://www.messervices.etudiant.gouv.fr/envole/message/new">https://www.messervices.etudiant.gouv.fr/envole/message/new</a> | No deposit<br>Entering the CVEC number online | At the time of your administrative registration<br>(after payment of your contribution) |        |
| Exemption from registration fees                                                                           |                                                                                                                                                                                                                                                                                                          | Method of deposit                             | When ?                                                                                  |        |
| You are a beneficiary of a French Government scholarship                                                   | Copy of the front and back of the scholarship award                                                                                                                                                                                                                                                      | By e-mail to the Students Affairs Department* | Following your administrative registration                                              |        |
| You are a ward of the nation                                                                               | Photocopy of the ward of the nation card                                                                                                                                                                                                                                                                 |                                               |                                                                                         |        |
| You are disabled                                                                                           | RQTH or Carte Mobilité Inclusion (CMI) with the word "Invalidity" on it                                                                                                                                                                                                                                  |                                               |                                                                                         |        |
| You have refugee, asylum seeker and subsidiary protection status                                           | Document attesting to the situation                                                                                                                                                                                                                                                                      |                                               |                                                                                         |        |
| Financing                                                                                                  |                                                                                                                                                                                                                                                                                                          | Method of deposit                             | When ?                                                                                  |        |
| You have funding for the thesis                                                                            | Copy of employment contract or scholarship                                                                                                                                                                                                                                                               | By e-mail to the Students Affairs Department* | When you sign your contract                                                             |        |
| Other                                                                                                      |                                                                                                                                                                                                                                                                                                          | Method of deposit                             | When ?                                                                                  |        |
| You have already been registered for a thesis                                                              | Transfer file to be requested from the tuition service of your home university                                                                                                                                                                                                                           | By e-mail to the Students Affairs Department* | Following your administrative registration                                              |        |

\* E-mail to [ced-ia-documents@univ-grenoble-alpes.fr](mailto:ced-ia-documents@univ-grenoble-alpes.fr)