

WELCOME GUIDE

INTERNATIONAL STUDENTS



WELCOME TO JEAN MOULIN UNIVERSITY

Advice and useful information for preparing your stay and dealing with administrative procedures...

Discover our tips to integrate successfully into Jean Moulin Lyon 3 University.



Jacques COMBY
President of Jean Moulin
Lyon 3 University



International students are part of the identity of our university.

Welcome to all of you!

Guillaume ROUSSET

Vice-President of International
Relations Office of Jean
Moulin Lyon 3 University

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Welcome to Jean Moulin Lyon 3 University which is committed to welcoming international students and allows students to study in charming environment.



CONTACT US

The **International Relations Team** is happy to welcome you and to provide help and support all year round.

ri@univ-lyon3.fr

STUDYING IN **LYON**AND **BOURG-EN-BRESSE**





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YOUR HOST UNIVERSITY

ONE UNIVERSITY: 3 CAMPUSES

Manufacture des Tabacs campus | Lyon

9 6 cours Albert Thomas | Lyon 8e

Quais Campus | Lyon

The Palais de l'Université

♥ 15 quai Claude Bernard | Lyon 7e

IUT Jean Moulin Lyon 3

♥ 88 rue Pasteur | Lyon 7e

The MILC

Maison Internationale des Langues et des Cultures

₹ 35 rue Raulin | Lyon 7°

The *Bâtiment Athéna - Dugas*

₹ 7 rue Chevreul | Lyon 7e

Eugène Chevreul Research Centre

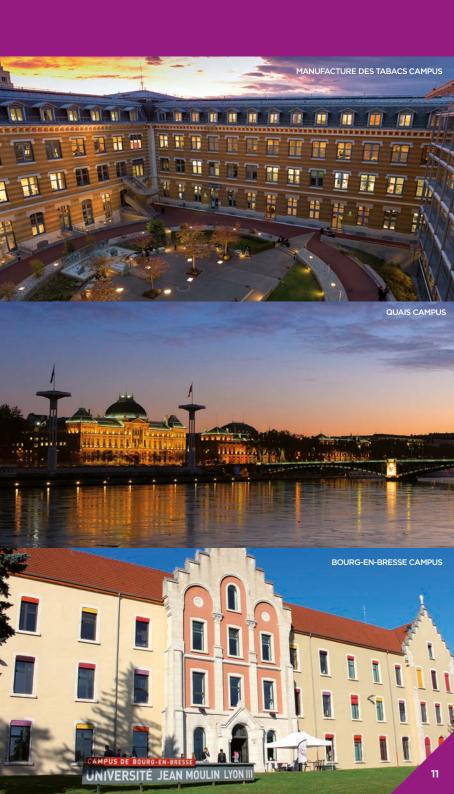
♥ 18 rue Chevreul | Lyon 7°

The Bâtiment New Deal

Bourg-en-Bresse campus

♥ 2 rue du 23^e R.I. | 01000 Bourg-en-Bresse

● 04 74 23 82 30 bourgenbresse@univ-lyon3.fr



SETTLING INTO CAMPUS LIFE

Arriving at Lyon 3

Upon arrival in Lyon, you should first of all go and visit the **International Relations Office**. The welcome desk will give you general information to help you settle in Lyon. Don't hesitate to visit your Coordinator (see your contact page 42)!

Support for students with a disability

The **Student Disability Service team** and the **International Relations Office** will assist you before and throughout your stay: suitable accommodation, assistance with daily life and pedagogical assistance.

handicap@univ-lyon3.fr

IMPORTANT!

Medical documents (health records and recognition of disability) have to be translated into French before your arrival.

Student Welcome Desk: Bienvenue à TOUS les étudiants!

A multilingual team helps students settle into life in Lyon and provides information on residence permits, accommodation offers and financial help, student job offers, health, transport, culture and leisure.

- → Between September and October
 - www.universite-lyon.fr > Campus > Students Welcome Desk





SAVE THE DATES

Arrival dates in Lyon for exchange students

- 26th August 2019 for the fall semester (fall: end of August to January)
- **6th January** 2020 for the spring semester (spring; early January to June)

Get involved in student associations



You want to be involved in a project or have an exchange of ideas and cultures?

Jean Moulin Lyon 3 University is home to more than 70 associations, combining many different hobbies and interests.

Don't miss out on this opportunity!

Stay tuned:



Net³ > Vie étudiante > Vie associative

Focus on... Lyon III International Association

Lyon III International association assists international students throughout their stay at Lyon 3 (integration in Lyon, cultural visits, buddy system etc.) and offers a two-week orientation program called *séminaire d'immersion* to help students DEUF students prepare for their stay.

Membership = 20 €



HELPFUL TIP!

Cultural activities, language exchanges and workshops... the following associations may also interest you: **ESN CosmoLyon & Nationsorg.**



DO NOT MISS!

Jour J'M - Welcome Day 2019

- Mardi 17 septembre (♥ Manufacture des Tabacs) All day
- **Z Jeudi 19 septembre** (♥ Campus de Bourg) Evening

Cultural activities

Interested in discovering French art and culture? Then come along to the workshops and events organized through your academic year. Check out the *programme culturel*, available from the International Relations Office.

- 04 78 78 78 00
- pointculture@univ-lyon3.fr
- Net³ > Vie étudiante > Culture

HELPFUL TIP!

The Culture Pass allows you to choose 5 cultural events throughout the year for just 18 $\ensuremath{\in}$

DO NOT MISS!

Become a jury member of the *Prix Caméléon*, student prize for a translated foreign novel





TIP

If you **play an instrument** and have at least 5 years of practice, then **join Lyon 3 Jazz Band!**

Sport

Do you wish to do sports?

Lyon 3 University offers a wide selection of sports throughout the academic year: team and individual sports, fitness, dance, relaxation etc.

Registration fee = 36 € (price for 2018-2019)

- 04 78 78 78 50
- sport@univ-lyon3.fr
- Net³ > Vie étudiante > Culture

HELPFUL TIP!

Association Sportive Lyon 3 offers students a number of activities: ski trips, dance workshops, running events, sports tournaments, rock climbing trips... **Get involved!**

asudllyon3@gmail.com





If you are an athlete competing at a high level, you can benefit from specific arrangements



YOUR STAY



RESIDENCE PERMIT & VISA

If your country of residence doesn't belong to the European Economic Area, you will have to apply for a **Student Visa before arriving in France**. The acceptance letter from Jean Moulin Lyon 3 University is to be submitted along with your visa application to the French Consulate in your country.

ATTENTION!

Please note that several weeks may be needed for the visa issuance.

After your arrival in France:

- Long Stay Visa, with the quote étudiant/Ceseda R311-3 6°: you will have to go through the OFII* procedure within the first 3 months of your stay in France.
- Long Stay Visa, with the quote carte de séjour à solliciter dans les deux mois: you will have to apply for a residence permit within the first two months of your stay in France (via the person in charge at the International Relations Office).
- Long Stay Visa for minors: you will have to apply for a residence permit once you have reached the age of majority.
- Long Stay Visa, with the quote dispense temporaire de titre de séjour: no action necessary.

ATTENTION!

Please be aware that this visa will not allow you to get a job or to have any semester extension.

*OFII : Office Français de l'Immigration et de l'Intégration



TIP

Once you have entered France, you should announce your arrival at your consulate in Lyon.

www.mfe.org > Annuaires > Ambassades et consulats français à l'étranger

BUDGET

Budget = 600 to 900 € per month (rent, food, social activities...)

Rent	from 300 to 550 € / month (varies per residence)	
Meals	from 200 to 250 € / month	
Electricity, gas, water	around 30 € / month	
Telephone, Internet	from 20 to 30 € / month	
Transport*	31,80 € (student subscription / month)	
CVEC**	91€	
EXCHANGE STUDENTS		
Registration fee and Health Care Services	No registration fee	
Sport (optional)*	36 €	
NON-EXCHANGE STUDENTS		
Registration fee*	BACHELOR: 170 € MASTER: 234 € PHD: 380 €	

*Prices for 2018/2019
**Contribution de Vie Étudiante de Campus



TIPS

- When you arrive, expect to pay around 1500 € in the first month to cover initial costs (deposit, rent, electricity and water bills...).
- Open a French bank account to facilitate your daily life (pay by credit card or/and cheque book, make bank transfers, withdraw cash, pay bills...).
- Ask your current bank for your IBAN (International Bank Account Number). You will need it to transfer money into your French bank account.



ACCOMMODATION

There are different types of accommodation:

- Crous university residences.
- Private university residences.
- Appartments (via real estate agents or private landlords).
- Shared houses.
- Homestays.

HELPFUL TIP!

Need help? Lyon III International Association can help you

- Membership fee = 20 €
- Administration fee = 30 €
- Deposit = 350 € (compulsory reservation deposit that will be reimbursed at the end of your stay)
- logementri@associnterlyon3.fr
- www.associnterlyon3.fr





- Start looking for a place to live before you arrive.
- Book temporary housing if necessary.
- Subscribe to housing insurance (mandatory).

Housing Benefit

CAF: Caisse d'Allocations Familiales

After having signed your rental contract, you can start your application for housing benefit.



ATTENTION!

If you have a visa with a temporary residence permit exemption, you are not eligible for housing benefit from CAF.



MORE INFORMATION

- Useful housing organisations.
- ✓ Housing benefit guide.
- Accommodation glossary.
- www.univ-lyon3.fr > International > Venir à Lyon 3



MANDATORY INSURANCE

Health insurance (social security)

The French health insurance *Sécurité Sociale* is compulsory but free for students.

- If you are a EU citizen, you can use your European health insurance card during your stay.
- If you come from Quebec, you need the attestation from the RAMQ.
- If you are a non-EU citizen, you can either keep your home insurance if it covers all your medical expenses or subscribe for free to the nearest Caisse Primaire d'Assurance Maladie (CPAM) center.

MORE INFORMATION

Who is exempted from being affiliated the French sécurité sociale? How to get reimbursed for a consultation?

www.univ-lyon3.fr > International > Venir à Lyon 3

Liability insurance (assurance responsabilité civile)

The **liability insurance** covers personal injuries or damage to property that you may cause.

ESSENTIAL INFORMATION

All international students will need to provide a proof of liability insurance to get their student card and to practice sport.

Housing insurance (assurance habitation)

Housing insurance is required if you rent an apartment. It covers domestic incidents as well as accidents (fire, burglary and floods).

ESSENTIAL INFORMATION

The civil liability insurance is usually included in the housing insurance.

TIP

We strongly recommend you to take a repatriation insurance before your arrival.



DAILY LIFE

Health care

Booking a medical appointment

Price for public medical clinics = 25 €

(You can be reimbursed by up to 70% through social security).

TIP

- Freelance (non conventionné) doctors are entitled to establish their own consultation rates. When making the appointment, try to check whether the doctor is freelance (non conventionné) or under contract from the state (conventionné) and choose the latter.
- If you need to see an English-speaking specialist or a general practitioner, ask the International Relations team.

Health care at Lyon 3

The Service de Médecine Préventive et de Promotion de la Santé offers students a range of free services.

In case of an emergency, no appointment is needed

SECRETARY

04 78 78 79 83

NURSING-EMERGENCY

04 78 78 78 80

Manufacture des Tabacs | 18 rue Rollet | RDC - Bâtiment B4





Food and drink on campus

Eating on campus at Lyon 3 is cheap and easy: a number of cafés offer a variety of food!

Manufacture des Tabacs

The Manu Resto'U

- Monday to Friday from 11:15am to 2:15pm

The Manu Bistrot'U

- North courtyard | Level-1 Building C
- Monday to Thursday from 7.30am to 6pm | Friday from 7:30am to 5pm

Coeur de Blé Manu Cafeteria

- Manufacture des Tabacs | Building B
- Monday to Friday from 7:30am to 6pm

Quais Campus

The Quais Cafet'U

- § 16 quai Claude Bernard | Lyon 7e
- Monday to Friday from 8am to 6pm

IEP Cafet'U

- Monday to Friday from 7:30am to 2.30pm

Cœur de Blé Quais Cafeteria

- ♥ 15 quai Claude Bernard | Sous-sol | Lyon 7e
- Monday to Friday from 7:30am to 6pm

Bourg-en-Bresse Campus

Claude Bachet Restaurant

- ♥ 10 rue des Chrysanthèmes | 01000 Bourg-en-Bresse
- Monday to Friday from 11:30am to 2pm

TIP

Crous Meal = 3,25 € (price for 2018-2019)

Load money online on your izly multiservices card to pay at the Crous restaurants.

MORE INFORMATION www.crous-lyon.fr

HELPFUL TIP!

You can participate to the cooking workshops organized by the university dietician.

INFORMATION AND REGISTRATION

Service de Médecine Préventive

04 78 78 79 83

Student life in Lyon

Throughout the year in Lyon, there are many events that are simply not to be missed!

Nuits des étudiants du monde, Fête des lumières, Nuits sonores, Biennale de la danse and Nuits de Fourvière... Also to be discovered: Parc de la Tête d'Or, Vieux Lyon (the Old City), museums, banks of the Rhône, cinemas, theatres and the Opera.

Getting around

Public transport (tram, metro or bus)

Campus pass (under 28) **= 31** € **/ month**



Bikes

A great way to travel throughout Lyon is the Vélo'v!

www.velov.grandlyon.com

Trains

You can easily visit the Auvergne-Rhône-Alpes region and France by train

www.voyages-sncf.com



YOUR ACADEMIC LIFE

FRENCH UNIVERSITY SYSTEM

The courses that are offered at Jean Moulin Lyon 3 University are based upon the European education system and follow the Bachelor-Master-PhD format.

Bachelor

Undergraduate degree obtained after 3 years of successfully completed studies, accessible with a *baccalauréat* or equivalent.

Bachelor = 3 years = 6 semesters (S1 to S6)

Masters

Postgraduate degree obtained after 5 years of successfully completed studies, accessible with a Bachelor degree or equivalent.

Masters = 2 years = 4 semesters (S1 to S4)

PhD

Postgraduate degree obtained after 8 years of successfully completed studies, accessible after a Master degree.

PhD= 3 years

Semesters

All degrees are broken up into semesters.

One semester = 30 ECTS (European Credits Transfer System) credits.

	SEPTEMBER TO JANUARY Fall Semester	JANUARY TO JUNE Spring Semester
Bachelor 1st year	Semester 1 = 30 ECTS credits	Semester 2 = 30 ECTS credits
Bachelor 2 nd year	Semester 3 = 30 ECTS credits	Semester 4 = 30 ECTS credits
Bachelor 3 rd year	Semester 5 = 30 ECTS credits	Semester 6 = 30 ECTS credits
Masters 1st year	Semester 1 = 30 ECTS credits	Semester 2 = 30 ECTS credits
Masters 2 nd year	Semester 3 = 30 ECTS credits	Semester 4 = 30 ECTS credits

Course structure

Classes are broken up into lectures or *Cours Magistraux* (CM) which usually take place in amphitheatres, and tutorials or *Travaux Dirigés* (TD), which are carried out in smaller groups involving practical work exercises.

Course unit

Semesters are composed of different course units or *Unités* d'Enseignement (UE), from which you can choose:

- **☑ UEF** | *Unité d'Enseignements Fondamentales = core subjects.*
- UEC | Unité d'Enseignements Complémentaires = additional course units, complementary to UEF units.
- UEO | Unité d'Enseignements d'Ouverture = advanced course units (initiation and consolidation subjects).

Resitting an exam

If you happen to fail an exam, you have the possibility to retake it.

Second exam sessions usually take place around the beginning of July.

TIP

If you are coming to Lyon for a full academic year, please plan your departure after the second exam session.

ATTENTION!

No second exam sessions for the iaelyon, School of Management.

Student Card

If all of your enrolment details have been finalized before your arrival, you will be able to get your student **card upon arrival**.

This (Izly) multi-service card allows you to:

- Be identified as a Lyon 3 student.
- Load money onto your card for use at the Crous university.
- Borrow books and documents from the university libraries.
- Vote at university elections.

HELPFUL TIP!

If you have lost your student card, please visit the lost property office located at 6 Rue Rollet on the Manufacture des Tabac campus, the logistics department on the Quais campus or the welcome desk in Bourg-en-Bresse.

EXCHANGE STUDENTS

You study in the *Diplôme d'Études Universitaires Françaises*

The following subjects are then compulsory:

- 7 Français Langue Étrangère (FLE): French as a Foreign Language.
- Initiation à la Culture Française: Introduction to French Culture (except for law students).
- Méthodologie et Introduction au Droit: Methodology and Introduction to Law (for law and political science students only).

Information Session

Is Compulsory and takes place at the beginning of semester: university presentation, course selection, tutor guidance...

Course selection

Net3:

- → Beginning of October for fall semester.
- → Beginning of February for spring semester.

Check the course catalogue

www.univ-lyon3.fr > International > Venir à Lyon 3
 > Etudiant en échange | Exchange Student > Choix de cours

Chantal ORTILLEZ

- 04 78 78 70 08
- chantal.ortillez@univ-lyon3.fr

Erasmus+ students

If you are an Erasmus+ student and need to change your learning agreement upon arrival: you will have to fill in the part called "changes during mobility" of your Learning Agreement.

You study in the SELF program

General Information meeting & pedagogial meeting (compulsory) They are organized at the beginning of the semester: university information, SELF timetable and information about course selection.

Orientation Period

The orientation period consists of a French test *Français Langue Étrangère* (FLE), an Introduction to Life in Lyon and in France, FLE classes, Campus Tour and Library Tour.

Sophie VÉRON

- 04 26 31 86 37
- sophie.veron@univ-lyon3.fr

FREE MOVERS

You have been admitted to enroll in a national or university diploma?

- You will need to complete your enrolment on the Registration Portal accessible from the University home page.
- After having completed your online registration, send your dossier to the Enrolment Centre at your earliest convenience. The mail address will be available online.

Information Sessions

Information sessions organized by the International Relations Office are designed for new students enrolled at Lyon 3. These sessions are compulsory and provide students with important information about the university and the year ahead.

Orientation Sessions

Each faculty or school has their own compulsory information session at the beginning of each semester to inform students on class organization and timetables. Students will be notified of the date of these sessions upon their arrival at Lyon 3.

You have been admitted to enroll in a specific program*?

If you need assistance regarding your enrollment, please ask the International office. You will be sent an email with more information before you arrive.

^{*} Diplôme d'Études Universitaires Françaises ; Study in English in Lyon, France



FACILITIES



DIGITAL WORK ENVIRONMENT

Net³: Student Intranet

Follow the Lyon 3 news, monitor your academic studies or get information!



User: student number (7 digits).

Password: the one given by Lyon 3 or selected upon enrollment.

Your e-mail address

Once enrolled at Lyon 3, you will be given a personal email address that will appear on your student card: firstname.lastname@univ-lyon3.fr

TIP

It is a good idea to check your emails regularly as the university will send you important information throughout the year.

Technological tools

Numerous technological tools are available on the intranet: academic studies portal, pedagogical platform, platform for professional integration ... Discover them!



HELPFUL TIP!

Wi-Fi is available on the different campuses.

Computer rooms available.

UNIVERSITY LIBRARIES

5 university libraries located on Lyon and Bourg-en-Bresse campuses.

- Access to numerous and various collections (law, management, literature, humanities and Social Sciences).
- Taking out books and documents.
- Areas for individual study and group work
- Cultural events.

OPENING HOURS AND ACCESS.

bu.univ-lyon3.fr > Horaires et accès

LANGUAGE CENTRE

More than 36 languages available!

If you wish to **learn a foreign language** and **improve your French**, come along to our Language Centre! You can improve your language skills by using a number of resources. If you wish to meet French and/or international students during your stay at Lyon 3, please come along to the *Maison des Langues* who can put you in contact with the relevant students.

MAISON DES LANGUES

- Manufacture des Tabacs | Salle 219 2nd floor | Bâtiment B
- 04 78 78 73 87
- maison-des-langues@univ-lyon3.fr

HELPFUL TIP!

You need to know if there is a peaktime in your library? Download the **Affluences** app.

www.affluences.com | Free Android or iPhone app

If you want to learn or improve a language, please connect to the **Assimil** digital platform

Net³ > Bibliothèque > Bibliothèque numérique



USEFUL INFORMATION

GETTING TO THE UNIVERSITY

Saint Exupéry Airport → Lyon

The Rhônexpress tram serves as a link between Lyon-Saint Exupéry Airport and the centre of Lyon (journey time approx. 30 minutes).

www.rhonexpress.fr

Other possibility: Taxi (between 50€ and 75€).

Train station → Manufacture des Tabacs

From Part-Dieu train station

- ▼ T4 Tram direction Hôpital Feyzin Venissieux: Manufacture Montluc stop
- Metro line B direction Gare d'Oullins: Saxe-Gambetta stop and then take line D direction Gare de Vénissieux: Sans Souci stop
- C25 bus direction Saint-Priest Plaine de Saythe: Manufacture Montluc stop

From Perrache train station

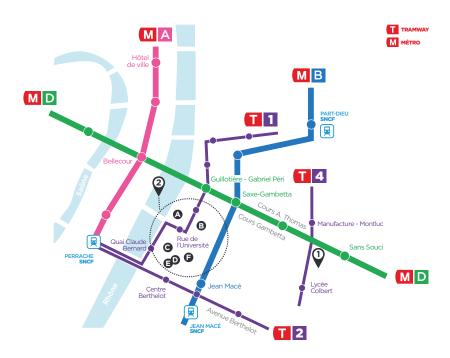
- Metro line A direction Vaux-en Velin La Soie: Bellecour and then take line D direction Gare de Vénissieux: Sans Souci stop
- www.tcl.fr



HELPFUL TIP!

You can leave your bags at our luggage service for one day. You have to enter the Manufacture des Tabacs campus via 6 Rue Rollet.

ACCESS MAP





- 6 cours Albert Thomas
 6 rue Pr. Rollet
 1 avenue des Frères Lumière
- CAMPUS DES QUAIS | Lyon 7°
 - A PALAIS DE L'UNIVERSITÉ B BÂTIMENT NEW DEAL 9 15 quai Claude Bernard 0 25 rue de l'Université
 - **⊙** ATHÉNA DUGAS **⊙** IUT JEAN MOULIN **⑤** MILC **⋄** 77 rue Chevreul **⋄** 88 rue Pasteur **⑥ ⋄** 35 rue Raulin
 - CENTRE DE LA RECHERCHE EUGÈNE CHEVREUL



ACCESS MAP

www.univ-lyon3.fr > Plan d'accès

CONTACT US

International relations office contact details

WELCOME CONTACTS

International Students | DEUF Program and French Summer School Coordinator | Chantal ORTILLEZ

● 04 78 78 70 08 chantal.ortillez@univ-lyon3.fr

ENGLISH PROGRAM: SELF

Coordinator for the SELF Program Sophie VERON

04 26 31 86 37
 sophie.veron@univ-lyon3.fr

EUROPEAN EXCHANGES

Coordinator for Cyprus, Spain, Greece, Italy, Malta, Portugal, French-Speaking Switzerland and Turkey Mireille CORTICCHIATO

04 78 78 70 71 mireille.corticchiato@univ-lyon3.fr

Coordinator for the British Isles, Ireland, Kazakhstan, Russia & Ukraine Doroteya OBRESHKOVA

● 04 78 78 73 72 doroteya.obreshkova@univ-lyon3.fr

Coordinator for German-speaking countries, Central & Eastern Europe Anca-Laura STOIAN

● 04 26 31 86 28 anca-laura.stoian@univ-lyon3.fr

Coordinator for Northern European Countries and India Audrey NDONG ZIBI

● 04 78 78 71 04 Maudrey.ndongzibi@univ-lyon3.fr

Coordinator for North America, South Africa, Australia and New Zealand Laetitia BELOT

● 04 26 31 85 72 Maetitia.belot@univ-lyon3.fr

Coordinator for Central and Latin America Fatima FERREIRO

04 78 78 74 73 fatima.ferreiro@univ-lyon3.fr

Coordinator for Asia

Lucien YANG

● 04 78 78 75 28 Iucien.yang@univ-lyon3.fr

Coordinator for the Middle East, North and French-speaking Africa Alida SAHLI

(● 04 26 31 88 59 **x** alida.sahli@univ-lyon3.fr

Useful Contacts at Lyon 3

MAIN RECEPTION (POINT CENTRAL D'ACCUEIL)

accueil@univ-lyon3.fr

LYON 3 EMERGENCY

In the event of fire, theft, tragic events, technical problems, etc.

04 78 78 78 18

MEDICAL SERVICES

04 78 78 78 80

ENROLLMENT HOTLINE

● 04 26 31 86 86 minscriptions@univ-lyon3.fr

Useful contacts in Lyon

LYON TOURISM OFFICE

www.lyon-france.com

CITY OF LYON

www.lyon.fr

LYON CAMPUS

www.lyoncampus.info

ONLY LYON

www.onlylyon.org

LYON CROUS

www.crous-lyon.fr



EMERGENCY TELEPHONE NUMBERS

24-HOUR EMERGENCY SERVICE

- ☑ GENERAL EMERGENCY () 112
- AMBULANCE () 15
- **☑** FIRE **()** 18
- POLICE (1) 17

CHECK-LIST

BEFORE YOUR ARRIVAL

	European students: get the European Health Insurance Card (EHIC) which must be valid for your whole stay.
	Get a residence permit for the duration of your studies at Lyon 3.
	Ask your current bank for your IBAN (International Bank Account Number).
	Find accommodation for the first nights if necessary.
	Subscribe to repatriation insurance.
	Make sure you have enough cash and/or a debit card to cover initial costs.
	Students with a disability: Before arriving in France, please contact your geographical coordinator and have any medical documents (health records and recognition of disability) translated into French.
	Bring your learning agreement already signed by your home university with you.
	Check that your mobile phone works in France.
ONCE YOU ARE IN LYON	
	Contact the International Office Team.
	Connect to your Digital Work Environment (ENT).
	Enroll to cultural and sports events.
	Subscribe to the 3 types of compulsory insurance.
	Participate to the Jour J'M
	Recome a member of a student association



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SERVICE DES RELATIONS INTERNATIONALES

Création - Conception - Mise en page Frédéric GERLAND

Photos : David VENIER

DOCUMENT NON CONTRACTUEL











- **♥ Manufacture** des Tabacs
- ♥ Campus de **Bourg-en-Bresse**

WWW **UNIV-LYON3** FR