UCEAP Participation Letter Instructions
University of Bordeaux 2011-12

The UCEAP Participation Letter verifies student status at the University of California, your financial status, proof of lodging in Bordeaux*, and your coverage under the mandatory insurance policy. You will submit copies of the letter to CampusFrance and to the French Consulate as part of the student visa application process.

Once you have received the link to your Predeparture Checklist, you will receive the UCEAP Participation Letter within two to three weeks from your campus EAP office. As soon as you receive your UCEAP Participation Letter, check the letter to make sure your name and program option are correct (note that Fall students who have been preapproved to extend will receive a Year letter). Your name should be exactly as it appears in your passport. If you find a mistake, please contact Lauren Nestler at Inestler@eap.ucop.edu immediately.

Make three photocopies of this letter and do the following:

• Mail one photocopy with payment to CampusFrance as part of your CampusFrance registration – see the CampusFrance Registration Instructions for more information.

• Bring the original letter and one photocopy to the French Consulate when you go in person to apply for your student visa. Highlight the paragraph containing insurance information on the original letter before submitting it to the consulate.

• Keep one photocopy for your records (you should take this copy to France with you).

*The letters are printed before housing assignments are made; the address listed does not reflect where you will actually live.

Year students: Note that the end date of your program that appears on the letter is later than the actual end of your program. Your program will end by the end of May, but the letter states that the last date of the program is June 17th. This is because some students may participate in internships that extend beyond the end of the program.

Updated 4/12/2011