



STUDENT guide

2026/2027



UNIVERSITÉ
TOULOUSE
CAPITOLE



www.ut-capitole.fr

welcome to Toulouse Capitole University

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Toulouse Capitole University

IN FIGURES

21 500 students

3 campus

138 national degrees

770 professors / PhD students

720 administrative staff

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nomics, we ranked 16th in the world in economics in 2024, according to the Shanghai ranking, remaining the top institution in France and continental Europe in this field. This major recognition now places us alongside the top 20 American and British universities.

Since 1 January 2023, our university has been an experimental public institution, a development that supports our ambitious and forward-looking strategy. With more than 100 courses (national diplomas, university degrees, preparatory courses for competitive examinations, certifications), it offers its students a real competitive advantage.

As part of its commitment to equal opportunities, the university offers courses to suit everyone: initial training, work-study courses and distance learning, and is developing innovative teaching methods to better meet the needs of the professional world. It also supports students on scholarships or looking for employment through high-quality preparatory courses, facilitating access to civil service competitive examinations.

Committed to inclusion, it supports students with disabilities and has opened a solidarity grocery store in partnership with the Food Bank, accessible to all students in Occitanie.

With 12 research laboratories bringing together nearly 700 teacher-researchers, our university is an active intellectual hub in a variety of disciplines: law, economics, management, political science, communication, mathematics, computer science, languages, and more. Our researchers publish in prestigious journals, organise hundreds of conferences each year, and encourage the hosting of international visitors and professors.

Everyone at the university—teachers, researchers, administrative staff, associations, partners—is committed to supporting you: health, safety, well-being, skills acquisition, and successful professional integration are at the heart of our priorities.

We are a university firmly committed to serving our students.

I invite you to discover everything that the Toulouse Capitole University has to offer in this guide.

My team and I wish you a successful and fulfilling academic year.

Hugues KENFACK
Full Professor

Dear students,

Founded in **1229**, Toulouse Capitole University is one of the oldest universities in the world. With nearly 800 years of history, it draws on scientific excellence to offer programmes that are recognised as among the best in France and Europe.

Located in the heart of Toulouse, the university now welcomes **21,000** students across three historic sites, while extending its reach in the Occitanie region to Rodez and Montauban. It is fully committed to European integration through the ENGAGE.EU alliance, which brings together nine partner universities, and thanks to more than 200 international cooperation agreements.

Toulouse Capitole University brings together seven centres of excellence: **Toulouse School of Economics, Sciences Po Toulouse, the Faculty of Administration and Communication, the Faculty of Computer Science, the Rodez Institute of Technology (IUT), Toulouse School of Management (TSM) and the Faculty of Law and Political Science** - which, as of 1 January 2025, will become the Law School of Toulouse Capitole University.

This transformation marks a new stage in our commitment to academic excellence and educational innovation, consolidating our position as a national and European benchmark in legal education and research. Already ranked among the ten best law faculties in France according to Le Figaro Étudiant, our school also excels in dual degrees, whether thematic or international. It has also just been included in the Times Higher Education 2025 thematic ranking in the 'Law' category, further enhancing its prestige.

In the field of management, TSM, which is EQUIS-accredited and ranked 5th in the QS 2024 ranking in the field of social sciences and management, also confirms its academic excellence. Our School of Computer Science, meanwhile, contributed to the award of an ERC Synergy Grant in 2024, highlighting our excellence in research. And thanks to the Toulouse School of Eco-

Welcome address

from the Student Vice-President

Dear Students,

On behalf of the entire university community, I **would like to welcome you to your university!** I am truly delighted to have you in our university. A new adventure is beginning for you, and I am certain it will be **full of discoveries, encounters and achievements.**

I know that starting University can be a big leap into the unknown. It's normal to have a few doubts or to ask yourself a thousand questions. But I want to reassure you: you're not alone. Knowingly, the University departments, the teaching staff, the student representatives and the student associations will do everything in their power to help you achieve your full potential, not only during your academic career, but throughout your entire student life. Our University is much more than just a place of learning: **it is a place for sharing, where knowledge is passed on, and where the society of tomorrow is created. Our University is also about human values, based on tolerance and diversity,** so you all have a place here.

I am convinced that you will have some memorable experiences here: exciting projects, lasting friendships, and achievements you will be proud of. You will learn, grow and take risks. And sometimes you will have



doubts too. That's only natural, but **never give up on your dreams. Give yourself the means to see things through to the end.**

University life is also about getting involved: in a cause, a society, or an idea. Make your voice heard, get involved, and champion the values that are close to your heart. Take up the torch from those who came before you, for it is now up to you to leave something better for those who will come after you.

I hope that your years at the University will be filled **with pride, happy memories and achievements.**

I look forward to seeing you around our campuses, watching you grow, push yourselves and, above all, reach your full potential. *évoluer, vous dépasser, et surtout vous épanouir.*

Welcome home. Raphaël PERRET

Welcome address

from the Director of the SOIP

Dear Students, Welcome to Toulouse Capitole University.

You've just turned a very important page in the book of your youth: your "high school years". But today you are about to turn a new page: that of Higher Education. So, in a few years' time, when you look back on your past, you'll say to yourself with nostalgia that your "university years" were the best years of your life! But in the meantime, you're going to have to write this new page.

And that's where **the SOIP comes in to support you throughout your university career**, helping you to build your study plan and also your career plan. So the SOIP is a dynamic team, available for you every day, with careers advisers, psychologists specialised in career guidance and student ambassadors who are there to support you along the way and answer your



questions about career guidance and professional integration.

I look forward to seeing you in our advice and resources desk, in our workshops, at our careers conferences (...), and wish you all a great start to the new academic year!

Nathalie LAVAL-MADER

CAREERS FAIR
Thursday 14 January 2027

UNIVERSITÉ
TOULOUSE
CAPITOLE



OPEN DAY
Saturday 6 February 2027

**SAVE
the DATE!**

CAMPUS FORUM
10 September 2026

GET YOUR PORTRAIT TAKEN
1st session Friday 13 and 20 November 2026
2nd session February/March 2027

INFOSUP
7, 8 and 9 January 2027

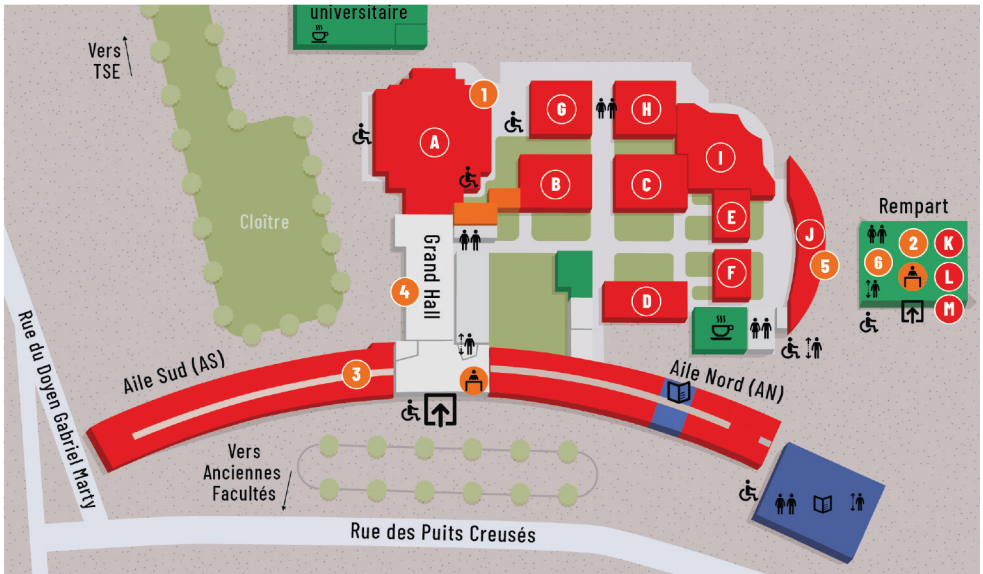


Toulouse Campus- 4 sites





L'Arsenal



ACCUEILS

- > Accueil général: Grand Hall
- > Guichet G **1**
- > Accueil général Rempart
- > Accueil Département des Activités Physiques et Sportives (DAPS) - **R104A 2**
- > Espace de dépôt et retrait des copies (Aquarium) **3**
- > Service Orientation et Insertion Professionnelle - SOIP : 1^{er} étage **4**
- > Service Commun des Relations Européennes et Internationales - SCREI : **J 103 / 104 5**
- > Médecine préventive des étudiants/ Assistante sociale des étudiants- SSE : bâtiment Rempart 4^e étage **6**

AMPHITHÉÂTRE

- | | |
|------------------------------|--------------------------|
| A Michel-Despax | B Pierre-Hébraud |
| C Montané-de-la-Roque | D Pierre-Raynaud |
| E Jacques-Maury | F Jean-Dauvillier |
| G Paul-Ourliac | H Amphi H |
| I Achille-Mestre | K Amphi 1 R029 |
| L Amphi 2 R030 | M Amphi 3 R031 |

LIEUX DE VIE

- > Gymnase: R216
- > Salle de musculation : R308
- > Restaurant universitaire CROUS

BIBLIOTHÈQUES - BU

- > Bibliothèque Arsenal
- > Centre de Ressources en Langues (CRL) : rez-de-chaussée du bâtiment
- > Bibliothèque Boutaric: **AR 110 (AN)**





Reception, Registrar and Student Services

WELCOME DESKS

UNIVERSITY MAIN WELCOME DESK **Main Hall of the Arsenal**

Monday to Friday,

Opening hours: 7:45 am to 5:45 pm / 8:30 am to 5 pm during university holidays. • **05 61 63 35 00**

SCIENCE PO TOULOUSE WELCOME DESK **Manufacture des tabacs Building D**

Monday to Friday, Opening hours: 8 am to 8.30 pm • **05 61 11 02 60**

TSE WELCOME DESK **TSE Building – T035/037**

Monday to Friday, Opening hours: 8.30 am to 12.30 am/1:30 am to 5 pm • **05 61 63 36 90**

TSM WELCOME DESK **Entrance to the Anciennes Facultés**

Monday to Friday, Opening hours: 8.30 am to 12.30 am/1:30 am to 5 pm • **05 61 63 56 00**

GENERAL STUDENT SERVICES

- Registrations, Degrees, Transfers
- CROUS grants
- Computer loans, financial support, community and cultural projects (FSDIE)

Many documents and certificates can be downloaded from Mon Dossier Web or requested via an online form:

➤ For Law, AES, Computer Science and Management: www.ut-capitole.fr/accueil/formations/gener-sa-scolarite

➤ For Economics : www.tse-fr.eu/fr/scolarite



The Disability and Inclusion Service

In order to benefit from all the support available to ensure your studies run smoothly, an online procedure is available:

➤ handicap@ut-capitole.fr

The Illustrated Guide to Your Rights : a guide created by students to help you understand your rights, access support and make the most of campus life.

➤ Download it from
Accueil > Campus > Vie étudiante





UNDERGRADUATE STUDIES OFFICE

For any specific enquiries regarding your timetable, exams or proof of absence, please contact your L1 Undergraduate Studies Office.

L1 AES

AR 121 • 05 61 63 39 67 • scolaesl1@ut-capitole.fr

L1 LAW Toulouse

AR 18 • 05 61 63 - 35 16 / 35 20 / 36 04 • scoldroitl1@ut-capitole.fr

L1 LAW – bilingual degrees, international double degrees, law and management

AR 16 • 05 61 63 35 47 • scoldroitls1@ut-capitole.fr

L1 LAW in Montauban

05 63 91 88 51 • scolmtb@ut-capitole.fr

L1 ECONOMICS (ALL COURSES)

T022 • 05 61 63 35 51 • studyl1@tse-fr.eu

L1 MANAGEMENT

AF 105 • 05 61 63 56 08 • l1.gestion@tsm-education.fr

BACHELOR OF SCIENCE IN GLOBAL MANAGEMENT

AF 111 • 05 61 63 56 70 • bachelor@tsm-education.fr

L1 DIGITAL & MANAGEMENT

Manufacture des Tabacs • Building F • 1st floor • scolarite.informatique@ut-capitole.fr

IUT RODEZ

05 65 77 10 80 • www.iut-rodez.fr





Digital Resources

INTRANET

<http://monespace.ut-capitole.fr>

This is the single point of access to all the institution's digital services and an essential resource for your studies. In particular, you will be able to access:

Emails <code>prenom.nom@ut-capitole.fr</code>
Your timetable
My online courses
Academic transcripts
web application (registration)

GET YOUR LOGIN DETAILS

- 1 Log in at :**
■ <https://intranet.ut-capitole.fr>
- 2 Retrieve your username :** click on « Forgotten your username ? »
- 3 Retrieve your password :** click on « Forgotten your password ? »
- 4** Your username and password will be sent to the home address or mobile number you provided when you registered with the local authority. To change this information, go to the 'Mon dossier Web' application..

Your login details also allow you to log in to the university's computers and connect to the campus Wi-Fi.



Digital Resources

WI-FI NETWORK

- ✎ EDUROAM
- ✎ UT1

We recommend using EDUROAM, the Wi-Fi network for higher education institutions. It is available on the campuses of Toulouse Capitole University, as well as at other French universities and in over 100 countries.

STAY CONNECTED

-  *Université Toulouse Capitole*
-  *@UTCapitole*
-  *@utcapitole*
-  *Université Toulouse Capitole*
-  *@UniversiteToulouseCapitole*

Find out more at:

- ✎ <http://www.ut-capitole.fr/campus/informationspratiques/outils-numeriques/> under the 'University Wi-Fi' section

THE NEWSLETTER

every first Thursday
of the month, we'll
send you the monthly
student newsletter!



I am a student

As soon as you start the new academic year, you will need to become familiar with a different organisation to that of high school : lecture theatres, semesters, tutorials, etc... Understanding this organisation will help you to organise yourself better and approach the new academic year with greater peace of mind.

HOW DOES THE ACADEMIC YEAR WORK ?

The academic year consists of 2 semesters :

- ↳ the 1st semester (S1) runs from September to December
- ↳ the 2nd semester (S2) runs from January to April .

To pass the first year of the bachelor's degree, you must pass both semesters.

A timetable will be sent to you for each semester. Please note that the timetable does not include personal work, which is very important at the University !

ORGANISATION OF LESSONS: CM OR TD?

At Toulouse Capitole University, all classes last 1.5 hours.

Lectures are theoretical classes held in lecture theatres and attended by all the students in a year group (or a group of students, in the case of a large year group, as is often the case in the first year of a degree programme).

The tutorials are an opportunity for students to meet up in small groups and go into greater depth on the concepts covered in the lectures and to put them into practice by specific exercises (case studies, case law commentary, legal essays, etc.) and, above all, the opportunity to ask questions.

WHAT IS AN UE ?

Each semester is made up of Teaching Units which may take the form of lectures or tutorials (in Masters courses, UEs may also correspond to an internship or dissertation). Each time a student passes the exams for a teaching unit, he or she earns a certain number of credits (known as ECTS). To validate a semester, 30 ECTS must be obtained. A bachelor's degree therefore corresponds to 180 credits, or 6 semesters.

What about the exams ?

Knowledge is assessed in a number of ways: continuous assessment, i.e. throughout the semester (particularly during TDs) or during half-yearly exams, known as "partiels", at the end of each term.

The exams take place in two stages :

- ↳ The 1st session corresponds to the continuous assessment and the final examination of a semester.
- ↳ A 2nd session, also known as a "rattrapage" (resit session) is organized in June for UEs not validated at the 1st session



STUDENT GLOSSARY

CM = Cours Magistral (Lectures)

TD = Travaux Dirigés (Tutorials)

TP = Travaux Pratiques (practical classes)

UE = Unité d'Enseignement (Module)

EDT = Emploi Du Temps (timetable)

MCC = Modalités de Contrôle des Connaissances (assessment and grading methods). They define the conditions for obtaining a diploma.

ECTS = European Credit Transfer System. They enable the recognition of studies and diplomas within the European area and encourage mobility.

Partiels = end-of-semester exams.

Bonification (bonus) = certain lessons or activities may give rise to a semester bonus (ie sport, culture...).



Tools for success

To support you ...

A wide range of support services are available to first-year students. Some services are available to all students :

- **Tutoring at the library** : student tutors offer personalised support with academic work and research.
- **The Language Resource Centre where you can improve your language skills or prepare for a language qualification**
- **The Ecri+ self-study platform**



Others are specific to individual departments or constituent institutions and may be offered following a placement test at the start of the first year:

For Bachelor's degrees in Law :

- **The Law Summer School** : to discover the university and law studies. This preparatory session is free of charge, by registration only, and takes place every year just before the official start of the academic year.
- **A support programme with the tools you'll need to successfully start in your first year of law (note-taking, using textbooks and the Civil Code)**
- **Revision weeks in Semesters 1 and 2: guidance on how to approach the main exercises in tutorial subjects, and video sessions to answer questions about the course material.**

For Economics degree programmes : intensive training and advanced English classes for TSE students (paid option)

For AES, Economics and Management : mathematics support sessions Find

FIND ALL THE RESOURCES YOU NEED TO SUCCEED IN YOUR BACHELOR'S DEGREE ON THE UT-CAPITOLE WEBSITE

ut-capitole : Section > Guidance and Career Services > Starting university

Succeeding in your studies

You can also ask your teachers or the registrar's office for more information.





University libraries

4 libraries on the campus

Arsenal Library

11 rue des Puits-Creusés • 05 34 45 61 03

Monday to Friday, 8 a.m. to 10 p.m.*

Saturdays from 9:30 a.m. to 5:30 p.m. or 8 p.m.

Manufacture des Tabacs Library

21 allée de Brienne • Bât. H • 05 61 12 88 00

Monday to Friday, 8 a.m. to 8 p.m.*

Garrigou Library

Anciennes Facultés • 1^{er} étage • 05 61 63 37 09

Monday to Friday, 9 a.m. to 6 p.m.

Saturdays, 9:30 a.m. to 5:30 p.m.

François de Boutaric Room

Arsenal • Fst floor • Room 106 • 05 61 63 37 03

Monday to Friday, 9 a.m. to 6 p.m.

* Opening hours may vary according to the academic calendar. Please refer to the libraries' website.



Find the library's resources and services online :

www.ut-capitole.fr/bibliotheques/

CONSULTING AND BORROWING DOCUMENTS

In the Archipel catalogue, you can :

- search for printed or digital documents in all university libraries in the Toulouse network
- reserve documents
- extend your loan
- consult new additions in your subject areas

Any questions

A librarian will be happy to help via chat, email or text message on
06 44 60 42 22





University libraries

I AM SUPPORTED THROUGHOUT THE YEAR

From September to March, master's and doctoral student tutors are available to assist you at the Arsenal Library in in all subjects:

- [Methodological support for your courses and tutorials](#)
- [Advice on organising your academic work](#)

Arsenal Library, Level 0, Mon–Fri: 8am–8pm, Sat: 9.30am–12.30pm, no appointment required



Throughout the year, you can make an appointment with a librarian specialised in your discipline to :

- [Carry out documentary research](#)
- [Learn how to use databases](#)
- [format a dissertation and write a bibliography](#)



I USE THE GROUP STUDY ROOMS

the Arsenal Library and the Manufacture des Tabacs have 24 rooms equipped with **interactive screens**, **mobile screens**, **whiteboards**...

- [Online booking via the website on the](#)
- [BUBox app onintranet](#)

I BORROW A TABLET OR LAPTOP

At the Arsenal Library, you can borrow a tablet (for a period of 21 days).

At the Manufacture des Tabacs Library and the Arsenal, laptops are available on a daily basis to work on site.



Library services for people with disabilities :

If you have a disability : there are dedicated spaces and services available to you.





Orientation and Professional Integration

SOIP is the University Career Guidance Service.

www.ut-capitole.fr/orientation-insertion/

Follow SOIP on social media :

[f www.facebook.com/suiiop.ut1](https://www.facebook.com/suiiop.ut1)

[i www.instagram.com/suiiop.utcapitole/](https://www.instagram.com/suiiop.utcapitole/)



The Welcome center - Advice - Ressources

Arsenal, 1st floor

05 61 63 37 28 • soip@ut-capitole.fr

Tuesday-Wednesday-Thursday: 9am-5pm

Friday: by appointment

I AM RECEIVING SUPPORT

FROM CAREER GUIDANCE PROFESSIONALS :

- Career guidance and professional integration officers: no appointment necessary at reception
- Psychologists specialising in career guidance: by appointment
- And I meet Student Ambassadors: from 12:30pm to 2pm at reception





Student Ambassadors

MEET OUR STUDENT AMBASSADORS

Meet our student ambassadors at the SOIP reception desk from Monday to Thursday, 12.30 pm to 2.00 pm.

You can also contact them at etudiant.ambassadeur@ut-capitole.fr



**Salomé,
M1 MIAGE**

“ Here is some advice I'd like to share with students:

Don't stick with a course that isn't right for you. Changing direction isn't a failure; it's often a step forward. In fact, around one in three students doesn't continue with the same course after the first year. It's by trying things out – and sometimes making mistakes – that you build a solid, personalised plan for your future.

Do work placements or gain practical experience, even if only for a short time. This is often the best way to gain a practical understanding of what you do and don't enjoy, and to start building your network.

Surround yourself with people and make the most of student life. University isn't just about lectures: societies, sport, cultural events... all of these things also contribute to your well-being and personal fulfilment. ”



**Eva,
L2 LAW**

“ As a second-year law student, my advice would be not to hesitate to take the initiative – in other words, to ask questions of lecturers and tutors during or after lectures, as well as student ambassadors, tutors, SOIP representatives and, above all, the Master's programme directors, as all these answers will help you to better shape your academic path and career plans. ”



**Mathias,
M1 LAW**

“ The first few days at university can be stressful. My advice would be not to keep your worries to yourself. The University offers a range of services that are there to help you. The SOIP is one of them; you can find all the information you need for your studies and beyond. And finally, reach out to others: chat with students in your year group, set up a study group, or go for a coffee. These years will fly by, so make the most of them. ”



**Paloma,
L3 LAW**

“ As well as the regular work required by the university and finding your own study methods, I think it's important to get involved in university life in one way or another. This could involve taking part in cultural, sporting or artistic activities, or joining a society or union to make the most of the student experience. ”



SOIP Resources

GET INFORMED :

WITH SOIP RESOURCES

Further studies, training, job prospects, professional integration and internship searches... Resources are available at the SOIP and on the DOC online.



• SOIP BROCHURES



• IJBOX



resources available in the online library

THE OBSERVATORY FOR TRAINING AND PROFESSIONAL INTEGRATION

Every year, the Observatory for Training and Professional Integration (OFIP) conducts studies and surveys on :

- student pathways
- the future of graduates

The results of this work provide indicators on the integration of Professional Bachelor's and Master's graduates (employment rate, proportion of managers, sectors of activity, proportion of permanent contracts, income, etc.) as well as on the future of Bachelor's graduates.

Find all the surveys :

[www.ut-capitole.fr/accueil/orientation-insertion/
parcours-et-devenir-des-diplomes](http://www.ut-capitole.fr/accueil/orientation-insertion/parcours-et-devenir-des-diplomes)





Changing direction

WHAT IF I WANT TO CHANGE DIRECTION ?

The first year at university is an important step in your life studies and it is normal to have questions. The SOIP is here to support you :

- conferences to find out more
- individual interviews to help you develop your plans
- workshops to help you prepare your applications.

There are several options available to help you change direction at the end of the first semester and switch to another bachelor's degree, a BUT, a BTS, a work-study programme, etc.



Find out more about the
calendar and application
procedures





Workshops and talk

I ATTEND WORKSHOPS AND TALKS

TO FIND OUT MORE AND WORK ON MY STUDY AND/OR CAREER PLANS



The Professional Life Module (MVP) :

- Optional and voluntary, the MVP is available on Bachelor's and Master's degree programmes in Law, AES and Computer Science, and entitles you to extra credits.
- A choice of 4 ways to complete the module: 'work placement', 'project', 'voluntary work' or 'entrepreneurship'
- Online registration at the start of the academic year.

More information at the SOIP



I ATTEND EVENTS :

TO FIND OUT ABOUT COURSES AND EXPLORE CAREER PATHWAYS

- **Infosup Fair: 7-9 January 2027**
Post-A-level course options across the entire academy.
- **Careers Forum: 14 January 2027**
Over 100 professionals will be there to present their careers.
- **Open Day: 6 february 2027**
Toute l'offre de formation de l'Université Toulouse Capitole pour se renseigner les licences, masters, DU, l'alternance, l'international et échanger avec les enseignants.
- **'Let's take your picture': November 2026 and March 2027**
A professional photo for your CV.



Alumni network, Mentoring program

I AM JOINING THE ALUMNI NETWORK

Activate your account with your ENT login details
at alumni.ut-capitole.fr

TO DO AN INTERNSHIP

Don't wait until the end of your studies to do an internship! Whether it's a compulsory or optional internship it's important to identify your expectations and objectives, both personal and professional.

Thanks to the Alumni network, you can consult :

- the internship catalogue by course
- internship and job offers

The internship agreement procedure is entirely paperless on the Alumni platform.

TO MEET A MENTOR

The mentoring programme allows you to seek advice from volunteer professionals (mentors) on the following topics :

- Career plans/Professions/Sectors
- Applications/Job interviews/Networking
- Guidance/Choice of course
- Study support/University life/Tutoring
- Entrepreneurship/Business creation
- International mobility
- Disability
- Doctorate/Research



Any questions

The internship office
is open for you at the
SOIP. For more infor-
mation: key points and
steps to take.

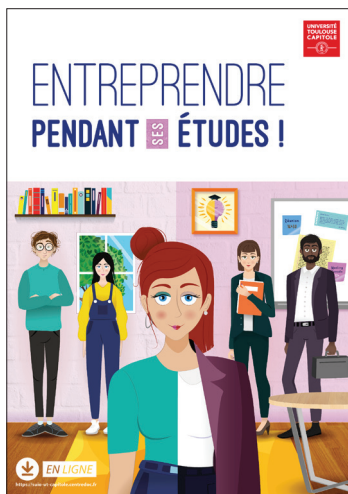




Starting a project

WHAT IF I WANT TO START OR DEVELOP A PROJECT ?

There are schemes tailored to your needs to support you in this adventure. The SOIP facilitates this support by offering awareness raising activities to all students.



Find out
more



THE PEPITE

The PEPITE (Student Centre for Innovation, Transfer and Entrepreneurship) run by the Comue de Toulouse supports students and recent graduates in their business creation projects.

Contact Pepite-Ecrin :

ecrin@univ-toulouse.fr

Contact SOIP UT Capitole :

delphine.lartiges@ut-capitole.fr



Révélez vos
multiples talents !

Entreprendre
Créer
Reprendre
Innover





I'm training differently with EEDU

EEDU (Executive Education & Digital University) is aimed at students who wish to undertake a work-study or e-learning programme, as well as at businesses and all working people.

EEDU - Executive Education & Digital University

By email : executive.education@ut-capitole.fr

By téléphone : 05 61 12 88 26

Website : <https://executive-education.ut-capitole.fr/>

WORK-STUDY PROGRAMME

A genuine pathway to employment and qualifications, this training programme enables students to gain a qualification and professional experience, whilst being paid. At Toulouse Capitole University, work-study programmes are available from the third year of the Bachelor's degree (L3) right through to the second year of the Master's degree (M2).

For Law, AES and Computer Science

By mail : alternance.eedu@ut-capitole.fr

By téléphone : 05 61 12 87 14

For TSM : <https://tsm-education.fr/entreprise/etudiants/alternance>

There are two types of work-study contract :

- **The apprenticeship contract** (target group: young people aged over 16 and under 30; specific conditions apply for people with disabilities).
- **The professional training contract** (target group: young people aged 16 to 25 and jobseekers aged over 26)

- **Award of a state-recognised degree** : Bachelor's and Master's
- Alternation between **university lectures** and **practical work experience** in a company
- Training costs **covered by the employer**
- **Remuneration** during the training period
- **Personalised support** : professional and academic tutor

DISTANCE LEARNING

From the first year of the Bachelor's degree onwards, there are courses available entirely via distance learning. This format allows students to adapt to their specific needs and constraints. Distance-learning students have the same status and rights as on-campus students: benefits, access to university libraries, online resources, etc.



I am studying abroad

INTERNATIONAL RELATIONS OFFICE (SCREI)

Arsenal • Welcome desk Building J • Office J104

I WOULD LIKE TO TAKE PART IN A STUDY ABROAD PROGRAMME

Study abroad programmes take place during the third year of the Bachelor's degree or the first year of the Master's degree.

Information sessions are held from September onwards and during International Mobility Week in October across the whole campus. Please note that applications must be submitted one year in advance!

Visit our web pages and 'Mes cours en ligne' to:

- Find out about our network of partner institutions
- Stay up to date with the procedures and financial support available for study abroad programmes

To contact us:

Students in Law, IT, Administration and Communication, Economics :

envol@ut-capitole.fr

Management students :

outgoing@tsm-education.fr

I AM DOING AN INTERNATIONAL INTERNSHIP

Would you like to do an internship abroad ?

- the SOIP will help you find an internship and process your internship agreement
- the International Office will help you apply for an internship grant

I WANT TO INTERNATIONALISE MY ACADEMIC PATHWAY

International experience isn't limited to study abroad – find out how to internationalise your academic pathway in other ways through the schemes listed in the 'Internationalisation at home' section.

I AM AN INTERNATIONAL STUDENT ARRIVING AT UT CAPITOLE

If you are an international exchange student or a free mover student, the International Relations Office team can guide you through the process of integrating into university life!

Exchange students : welcome-ut1@ut-capitole.fr

Free mover student :

portail.etranger@ut-capitole.fr

More information : www.ut-capitole.fr/international/venir-etudier-a-ut1/



The Erasmus+ programme aims to promote mobility among students with disabilities, paying particular attention to their specific needs during their study abroad. Individualised support is available, please do not hesitate to contact us !

Arsenal • Office J104-2 : inclusion.
mobilite@ut-capitole.fr



I am improving my language skills

I AM TAKING FOREIGN LANGUAGE COURSES

DEPARTMENT OF LANGUAGES AND CULTURES (DLC)

www.ut-capitole.fr/langues

■ Arsenal • AR 223 • langues.etrangeres@ut-capitole.fr

In addition to the courses included in your degree programme, the Department of Languages and Cultures offers :

- for AES and Law students, from the second year onwards: mobility preparation modules (MOBILANG)
- for non-French-speaking students enrolled at UT Capitole: supplementary modules in French Language and Culture (LCF)

Toulouse Capitole University is an approved examination centre for the TCF (French language proficiency test) in partnership with France Éducation.

I HAVE ACCESS TO THE MULTIMEDIA LANGUAGE AREA

LANGUAGE RESOURCE CENTRE (CRL)

www.ut-capitole.fr/crl

■ Arsenal library • Ground floor • 05 34 45 62 05 • crl@ut-capitole.fr

In this area, you can, amongst other things :

- take part in conversation workshops offered in 10 languages: German, English, Arabic, Chinese, Korean, Spanish, French as a Foreign Language, Italian, Japanese, Korean (maximum 10 students) ;
- meet with an educational adviser to discuss your progress, follow a personalised learning pathway, etc ;
- access resources on site or borrow materials : learning guides, novels, magazines, DVDs ; consult web resources
- prepare for certification exams via Global EXAM (a practice platform for the TOEIC, TCF and DELE in 6 languages)
- take part in cultural activities : international evenings, games evenings, conferences, book club ;
- meet people from different languages and cultures through tandems
- listen to podcasts





I want to play sports

PHYSICAL AND SPORTS ACTIVITIES DEPARTMENT (DAPS)

Rempart building • Welcome desk on the 1st floor • +33 (0) 5 61 63 38 01 • sports@ut-capitole.fr
All the information about sports at the University can be found on our Instagram page : [sports-utcapitole](#)

PLAY SPORT TO SUCCEED IN YOUR STUDIES !

Taking part in sport promotes social integration, reduces stress and improves concentration. It also helps to develop essential qualities such as discipline, organisation and team spirit – valuable skills for success at university and in your career.

Sport at UT Capitole is open to everyone, whether you're a beginner or a top-level athlete.

HOW TO PLAY SPORT ?

Weekly sports classes to earn extra marks (free) :

Academic registration at the start of each term and assessment at the end of the term.

WELLBEING	Fitness coaching, Weight training, Strength training, Pilates, Pilates stretching, Run & Fit, Health-focused sport, Yoga, Thighs, Abs and Glutes, Myrox, Cross Training, Fitness, Multi-Sports
TEAM SPORTS	Basketball, Football, Futsal, Handball, Rugby, Volleyball, American sports, Games of skill
COMBAT SPORTS	French Boxing, Fencing, Judo, Karate, Self-Defence, Taiji-Quan
DANCE	Contemporary, Rock, Cuban Salsa, Jazz
OUTDOOR SPORTS	Athletics, Climbing, Golf
RACKET SPORTS	Badminton, Tennis, TableTennis, Pickleball





I want to play sports

- The 'Sport Event Campus': one-off supervised activities, not assessed (hiking, canoeing, ski courses, wellness workshops, etc.)
- Competition via a UTCAP licence (Academy Championships and French University Championships). The licence is free for students on scholarships thanks to the 'Passport' scheme.

Enquiries : association.sportive.utcap@univ-tlse.fr

ELITE ATHLETE ?

Support is available for elite athletes or those of a high standard.
Enquiries by email : shn@ut-capitole.fr





I'm broadening my horizons ...

THE CULTURAL CENTRE

<http://www.ut-capitole.fr/culture> • culture@ut-capitole.fr



cultureUTCapitole

Former Faculties / Student Union / Office AF 63

Monday to Thursday : 10.00-12h30 / 14.00-18h30

Friday : 10.00-12h30 / 14.00-17.00

Building on the academic curriculum, the university invites you to explore new horizons by celebrating art in all its forms. It strives to make culture accessible and easy to enjoy for everyone – an ambition championed not only by the Cultural Centre, but also by the libraries, teaching staff and student societies.



GET INSPIRED

The academic year promises a host of exciting events on campus: exhibitions, showcases, stand-up comedy, readings and performances, concerts, lectures, film screenings and discussions... and the EXTRA Expos, a unifying project entirely dedicated to student talent. To further fuel your curiosity, a ticket office offering reduced rates, competitions, great deals and invitations open the doors to Toulouse's theatres and museums.

EXPRESS YOURSELF

You can take part in one of the many artistic workshops organised on campus:

pop choir, film criticism, art criticism, video production, urban sketching, dance, drawing, reading aloud, symphonic music, photography, screen printing and theatre. Good to know: weekly workshops contribute points towards your termly average thanks to the Culture bonus. The Cultural Centre also supports your projects by guiding you through every stage, from conception to completion. Please email us to arrange an appointment to discuss your projects and take them as far as possible !



Would you like to get involved in campus cultural life? Join the Espace Culturel's team of volunteers! It couldn't be simpler: just send an email with your contact details to culture@ut-capitole.fr or pop into our office!



... and get involved in student society life

STUDENT SOCIETIES !

<http://www.ut-capitole.fr/accueil/campus/vie-du-campus/vie-associative/associations-etudiantes>

Student society life is a breeding ground for ideas, creativity, exchange and learning. Whether it's culture, sport, civic engagement, knowledge-sharing, solidarity, the environment or social events, you're bound to find a student society that suits you among the 80 based at the university. If not, you can always start one yourself !

YOUR PROJECTS DESERVE IT !

Certain initiatives may be eligible for funding, such as the Student Initiatives Solidarity and Development Fund (FSDIE). The Student Life Office will advise you on the process (see page9)

You can also contact the Student Vice-President for support in implementing your projects.





On-campus dining

CROUS OF TOULOUSE - OCCITANIE



ON-CAMPUS DINING LOCATIONS

Several ON-CAMPUS DINING LOCATIONS offer full meals for €1 to all students, with set menus and à la carte options for eating in or taking away.

1 Resto U' : open 7 days a week, for lunch and dinner

Opening times and days may vary during university holidays

4 Cafet' open from Monday to Friday

Arsenal (below the Resto U' Arsenal)

Capitole (in the main university building) (also open on Saturdays)

Puits Creusés (in the courtyard)

Manufacture des Tabacs (on the mezzanine floor of Building E)

To find opening times, menus and locate Crous catering outlets, visit www.crous-toulouse.fr/se-restaurer or download the Crous Mobile app !



TO SAVE TIME AND ENJOY STUDENT DISCOUNTS, PAY WITH IZLY!

Izly is the payment method for your meals! How do you pay? How do you activate your account? Need help or have any questions? :

■ www.crous-toulouse.fr/izly



illustration © Crous



financial assistance

STUDENT SOCIAL FILE

For all scholarship applications, you must create a Student Social File (DSE). Every year, in March/April, for the following academic year, on messervices.etudiant.gouv.fr.

■ Find more information at www.crous-toulouse.fr/bourses

Good to know! French government grant holders are exempt from tuition fees and can obtain a refund of these fees from the registrar's office upon receipt of the final award of a scholarship. They are also exempt from the Student and Campus Contribution (CVEC).

The university offers other forms of financial support (see p. 8).

SOCIAL SERVICE ASSISTANTS

They are there to welcome you and listen to you, whatever the nature of your difficulties (social, family, psychological, financial, etc.). They can provide you with information on all aspects of student life (financial aid, accommodation, social legislation, counselling and psychological support services, etc.) and will assist and guide you in your various procedures.

To make an appointment :

■ Fill in the form at www.crous-toulouse.fr/formulaire

■ Call 05 61 12 54 70 between 9:00 a.m. and 4:30 p.m.

■ Go to the social services reception desk 58 rue du Taur - 1st floor

■ Open from 8:30 a.m. to 12:30 p.m. and from 1:30 p.m. to 4:30 p.m.

SOCIAL AND SOLIDARITY GROCERY STORE ON CAMPUS

■ Opening hours : Mondays from 2 pm to 6 pm
and Tuesdays to Fridays from 1 pm to 7 pm

■ 06 44 93 31 25

The Rayon UT Capitole 31, located in the Anciennes Facultés building, is intended for students in Toulouse facing severe financial hardship. It enables them to do their shopping at preferential rates.



Crous contact details :

Do you have any questions about:
funding your studies, accommodation,
catering, cultural life, the CVEC, etc.?
Find all the contact details you need
at www.crous-toulouse.fr/contacts
And to keep up to date with the
latest news : follow @CrousToulouse
on Instagram
and visit the website
www.crous-toulouse.fr

Health

STUDENT HEALTH SERVICE (FORMERLY SIMPPS).

Rempart Building • 4th floor • Secretariat contact : 05 61 63 37 25

The SSE is a medical and social service reserved for students, open from Monday to Friday from 8:30 a.m. to 5 p.m. You can make an appointment (by phone or in person) and receive confidential services at no cost :

➤ **Medical care :**

- Walk-in: Nursing reception – consultations – advice – referrals – treatment
- By appointment : General practice consultations, addiction treatment, disability support, psychological counselling/psychiatric support, nutrition, health check-ups, contraception and abortion, sexology, vaccinations

- **Social support from social workers** : listening and tailored assistance for academic, family, personal, administrative and financial problems ;

DISABILITY AND INCLUSION

Do I need special arrangements for my studies ?

- First, I meet with an SSE doctor with my medical file, who will review my request and make recommendations for arrangements if necessary
- The recommendations are then sent to the UT disability office for implementation. (see contact details on page 8)

Do I need help with disability-related procedures ?

- 3 A social worker from the SSE can assist me, answer my questions, help me put together an MDPH file and follow up on my request.

It's simple! As soon as I enrol, I'll get in touch with the Disability and Inclusion Service team, who will guide me through the process.

HEALTH PROMOTION

The SSE organises information sessions on a wide range of topics: alcohol and addiction, mental health and stress, relationships and sex, nutrition, vaccinations and sport, budgeting, leisure, social security, private health insurance... etc.).

Student societies can contact the SSE for help in organising a project or taking part in an event related to health. **Please do come and see us !**



You are a victim or you have witnessed
acts of violence, discrimination, bullying?

**STOP
VIOLENCE!**

**STOP
SILENCE!**

UTCapitole's
equality mission
is here to listen
and support you

Report these behaviors
in complete confidentiality
stop-violences@ut-capitole.fr



The Welcome Desk

41 allées Jules Guesde - All. Matilda - 31000 Toulouse

welcomedesk@univ-toulouse.fr

Metro line B : Arrêt Carmes or François Verdier or Palais de Justice

Open Monday to Friday from 9:00 a.m. to 12:30 p.m. and from 1:30 p.m. to 5:00 p.m. (6:00 p.m. in September)

Closed during the end-of-year holidays, long weekends and public holidays.

The Welcome Desk is a space that facilitates your administrative procedures and brings together several services to help you settle in and integrate into the Toulouse Academy campus.

PARTNER SERVICES BY APPOINTMENT

Check the opening hours of the services and how to book an appointment for each partner :

welcomedesk.univ-toulouse.fr/vie-quotidienne/laccueil-welcome-desk/services-laccueil-welcome-desk



**PRÉFET
DE LA HAUTE-
GARONNE**

*Liberté
Égalité
Fraternité*

- **The Haute-Garonne Prefecture** appointments for initial applications for visas for minors in education, competition visas and renewals (ANEF issues), residence card collection, APS permits and job searches – business creation.



- **The Toulouse Academy Rectoate with the Higher Education Information and Guidance Centre (CIO du Sup):** guidance, reorientation, return to higher education.



- **The Haute-Garonne Family Allowance Fund (CAF)** Assistance with housing benefit applications, file monitoring, activity bonus applications.



- **The Crous de Toulouse-Occitanie** Information and support with DSE, housing, grants, catering and culture.



- **The CPAM de Haute-Garonne** Drop-in sessions by appointment every Thursday from September to December for international students to register with social security and apply for complementary health insurance (mutuelle) for all students..



→ Consult the range of courses offered by universities, grandes écoles and specialist schools in the Toulouse academy: formation.univ-toulouse.fr/

Academic calendar 2026-2027*

	BA Law	BA Administration & Communication	BA TSE Year 1 & 2	BA TSM	BA IT (continuous assessment)
SEMESTER 1					
Welcome to UT Capitole	August to september 2026 You can find all our back-to-school evnents at : www.ut-capitole.fr/				
	Back to school week : August 31 to september 5, 2026 Start date : Monday, September 7, 2026	Start date : monday, August 31, 2026			
	No All Saints' vacation	All Saints' vacation from Monday October 19 to Sunday October 25, 2026 inclusive			
End of course	Saturday, November 21	Saturday, November 28	Saturday, November 28	Saturday, November 28	End of courses : Saturday, December 19
Revisions	November 23 to 28	Revision and catch-up : November 30 to December 5	November 30 to December 5	November 30 to December 5	
Exams Session 1 1 st semester	November 30 to December 19	December 7 to 19	December 7 to 19	December 7 to 19	
Vacances de Noël	Christmas HOLIDAYS : from Monday, December 21, 2026 to Sunday January 3, 2027 inclusive				
SEMESTER 2					
	Start of term : monday, January 4, 2027				
	WINTER HOLIDAY : Monday February 15 to Sunday February 21, 2027 inclusive				
End of course	Saturday, March 27	Saturday, April 3	Saturday, April 3	Saturday, April 3	
Revisions	Revision and catch-up sessions from March 30 to April 3				
	Spring vacations from Monday april 5 to sunday 11, 2027 inclusive				
Revisions			April 12 to 17	April 12 to 17	End of courses : friday, april 30
Exams Session 1 2 nd semester	April 12 to may 5	April 12 to may 5	April 19 to may 5	April 19 to may 5	
Exams Session2 1 st & 2 nd semesters	June14 to 26	June 7 to 19	June 7 to 19	June 7 to 19	



The Sciences Po Toulouse academic calendar can be consulted on the Sciences Po Toulouse website :

➤ www.sciencespo-toulouse.fr



*Provisional timetable given as an indication for initial training. The definitively validated calendar can be consulted on the University's website. Specific calendars (masters, continuous assessment exams, etc.) are sent to the students concerned.

student Guide

2026/2027



UNIVERSITÉ
TOULOUSE
CAPITOLE



www.ut-capitole.fr