

# Welcome to Polytech Nice Sophia! 欢迎来到尼斯索非亚综合理工学院 !





# My campus 我的校园

## The SophiaTech campus 索非亚科技园 SophiaTech 校园

The Polytech engineering school of the Côte d'Azur University (Jan. 2020) is located on the SophiaTech campus structured into 2 Templar and Firefly sites.

蔚蓝海岸大学的尼斯索非亚综合理工(janv.2020) 位于索非亚科技园校园中，共有 2 个校区，分别为 Templiers 和 Lucioles.

The site of the Templars, hosts the Direction and all the specialties. The lessons of 3, 4 and 5 years are delivered there. The Lucioles site welcomes students in the preparatory cycle as well as other training from the University of Côte d'Azur.

Templiers 校区，负责指导学校的行政工作，并为所有工程师阶段：三年级，四年级和五年级提供教学课程。Lucioles 校区负责提预科阶段的教学以及其他来自蔚蓝海岸大学的相关培训.

## Security and access **安全和开放时间**

**subject to modification during the year** 在年内可能会修改

The campus buildings are open to users from 7:30 am to 8:00 pm (9:00 pm for the Learning Center). Access to the buildings is by student card.

校园的所有教学楼从上午 7:30 到晚上 20:00 (图书馆晚上 21:00) 向用户开放。学生可以持学生证进入大楼。

Users must have their student or professional card with them when checking in at the campus entrance. Do not hesitate to report any anomalies or unusual attitude.

学生必须在校园入口处随身携带并出示学生证或相关证件。如果遇上特殊情况，请不要犹豫，可向学校报告任何异常情况。

## Use of classrooms **教室的使用要求**

The premises must be used in accordance with their purpose, their destination and the public service mission of the SophiaTech campus. Apart from appropriate agreements, the storage and / or sale of drinks and / or foodstuffs is prohibited. It is also forbidden to bring into the premises any dangerous substance, material or instrument which could affect hygiene, health, safety, the environment or public order.

索非亚科技园校园的建筑群必须根据其公共服务用途进行使用。除经特殊协议允许外，禁止存储 和/或销售饮料 和/或 食品。也禁止将任何可能危害卫生、健康、安全、环境或公共秩序的危险物质、材料或仪器带入房屋。

A "Health and Safety" register is available at each of the sites' reception desks.

每个校园的接待处都设有一个“健康安全”小站。

## Study regulations **学生规定**

Available on | 详情请见 [www.polytech.univ-cotedazur.fr](http://www.polytech.univ-cotedazur.fr)

# My Student Life 我的学生生活

## Education and internships 教学与实习

The offices of the administrators of schooling and internships are located in the T1 building - site of the Knights Templar (with some exceptions see table referents pedagogy - schooling)

学校教务部门和实习管理办公室位于 Templier 校区的 T1 楼 (除某些例外情况)。

The administrative school service is the entry point for all students. You can send them all your requests concerning your studies, school registrations, certificates of success of the diploma, transfers to other schools (departure), as well as your different requests on the courses (course locations, course dates or exams), registration dates, etc.) and proof of attendance. 学校教务部门是所有学生进入学校学生生活的第一站。您可以向教务部门提交所有与您的学业、教学注册、毕业文凭申请以及转学到其他学校 (出发地) 的相关需求, 以及您对课程的各种问题 (包括课程地点, 课程日期或考试, 注册日期等), 并可以向学生们出具出勤证明。

For any request, fill out the online form on | 如有任何要求, 请填写在线表格 <http://glpi-form-sco.univ-cotedazur.fr>

## My student card 我的学生卡

Issued by the Administrative school service, the student card of the University of the Côte d'Azur is secure and allows you to have the IZLY electronic payment service ([www.izly.fr](http://www.izly.fr)) to pay for your meals at Resto U. It also allows you to " use the following services:

学校发行的蔚蓝海岸大学学生证为学生提供学习安全保障, 学生证可以让学生们使用电子支付服务 IZLY ([www.izly.fr](http://www.izly.fr)) 在学生食堂支付餐费。它也使您能够使用以下服务:

- BU loans (students and staff) 图书馆的图书借记服务 (面向学生与教职员工)
- access to buildings (students and staff) 进入校园的教学楼群(面向学生与教职员工)
- exam attendance control (students) 考试考勤 (学生)
- access to the ENT with the identification number written on it 通过学生卡的卡号登录 ENT 数字化学生管理网站

## Access to the ENT with the identification number written on it 数字化工作管理体系(E.N.T)

Your ENT allows you to | 您的 ENT 可以让您:

- to access your digital messaging (First name.Lastname@etu.univ-cotedazur.fr), the official link between the school and you, and link by which you will receive personalized information essential to your success 访问您的电子邮件 (您的姓名@etu.univ-cotedazur.fr), 这是学校与您之间的官方链接, 并通过链接您将获得对于您的成功至关重要的个性化信息。
- to consult your student file and your grades 查阅您的学生档案和笔记
- to consult your timetable 查询您的课程表
- to consult all the documents put online by your teachers 查阅老师在线上发布的所有课件
- to deposit your study projects and other working documents 提交您的研究项目和其他工作文件
- to access the student photocopier located on the 3rd level of the D Templar building 访问位于 Templier 校区 D 楼三层的学生复印机



## Learning Centre 学习中心

A place of exchange and digital library, the SophiaTech Learning Center is located on two levels, below the forum building (see map). It is accessible to all school staff, students but also businesses.

索非亚科技园小区的学习中心是集交流和数字图书馆于一体的场馆，位于论坛大楼下方的两层（请参见地图）。所有学校职员、学生以及企业都可以使用它。

- loan and reservation of documents 借阅和保存文件
- interlibrary loan 图书和资料的馆际互借
- loan of laptops and headsets 借用笔记本电脑和耳机
- training 培训

<https://bu.univ-cotedazur.fr/fr/bibliotheques/learning-centre-sophiatech>

## CRL : Language Resource Center 语言资源中心

With free access to students after free registration, the CRL provides nearly 3,000 documentary resources in languages, for all levels: methods, books, periodicals, interactive CDs, DVDs, websites.

在进行免费注册后，CRL 可以免费提供给学生使用，这里提供了近 3000 种各语言的文献资源，适用于各个级别：学习方法，书籍，期刊，交互式 CD，DVD，和语言学习网站。

A team of instructors - students - is also on site to support you in language learning, in training for the preparation of certification or test, a qualification in foreign languages, or to prepare a study stay in the stranger. 一个由学生与教师共同组成的讲师团队也将在现场为您提供支持，以帮助您进行语言学习，培训以准备证书或测试，获得外语资格或为您准备即将到来的留学之旅。

## Where to eat 学校食堂

The CROUS provides a catering service on campus (Resto U Hélios) accessible with your IZLY student card. CROUS 可通过您的 IZLY 学生证在校园的学校食堂 (Resto UHélios) 提供餐饮服务。

A student hostel is freely accessible on each site with microwaves and distributors at your disposal. 在每个校区的休息室都配有可以任何人使用的微波炉和自动售货机。

You can also quickly access the St Philippe district, opposite the campus where you will find restaurants, bakery, supermarket but also post office, pharmacy...

您也可以选择去校园对面的圣菲利普商业活动区，那里有餐馆，面包店，超市以及邮局，药房.....

## Housing 学生住宿

If you have trouble finding accommodation, the school can help you in some cases. Indeed, hosting agreements are established in particular with the CROUS and the Center International de Valbonne (CIV).

如果您在寻找住宿上遇到困难，学校在某些情况下可以为您提供帮助。学校特别与 CROUS 和 le Centre International de Valbonne (CIV) 都建立了学生住宿协议。

The number of accommodation being limited, all the requests received cannot be satisfied.

需要注意的是住宿数量有限，无法满足所有收到的请求。

Contact 联系方式 : [hebergement@polytech.univ-cotedazur.fr](mailto:hebergement@polytech.univ-cotedazur.fr)

## Polytech at your service 综合理工的各服务部门

- Home 接待处 – [accueil@polytech.univ-cotedazur.fr](mailto:accueil@polytech.univ-cotedazur.fr)
  - Mme Nathalie FAUST (site Templiers 校区 – accueil)
  - Mme Carmeline ORSIDA (site Templiers 校区 – accueil)
  - Mme Catherine NANICHE (site Lucioles 校区 - accueil)
- Student life & School life 学校学生生活 - [s2ve@polytech.univ-cotedazur.fr](mailto:s2ve@polytech.univ-cotedazur.fr)
  - **Contact** 联系方式: Ali BEIKBAGHBAN (D 226)
- 学校学生生活 - [s2ve@polytech.univ-cotedazur.fr](mailto:s2ve@polytech.univ-cotedazur.fr)
  - 负责人: Ali BEIKBAGHBAN (D 226)
- International Relations Office 国际合作部门 – [bri@polytech.univ-cotedazur.fr](mailto:bri@polytech.univ-cotedazur.fr)
  - **Director** 主任: M. Marc GAETANO (D 263)
  - **Manager** 团队负责人: Mme Joanna WINCHCOMBE (D 205)
  - **Inbound and outbound mobility** 出入学生管理: Mme Cristina BOSCH (D 205)
  - **Erasmus+ Consortium & International programs** □ □ □ □ □ □ □ □ □ □ :  
Mme Na YIN (D 206)
- Corporate Relations Office □ □ □ □ – [entreprises@polytech.univ-cotedazur.fr](mailto:entreprises@polytech.univ-cotedazur.fr)
  - **Manager** 团队负责人: Mme Véronique GUERIN (A 257)
  - **Officer C.R** 校企关系处理: Mme Veronika NEDELTCHEV (A 257)
  - **Alternating training**: Mme Najat BOUASLA (D 208a)
- Informatic service 技术与信息服务 – [service-informatique@polytech.univ-cotedazur.fr](mailto:service-informatique@polytech.univ-cotedazur.fr)
  - **Manager** 团队负责人: M. Cyril TONIN (D 214)
  - **User assistance** 用户助手: MM Mathieu BARBERI, Christophe COROYER, David DA SILVA, Thierry NEDELEC, Olivier RAVENEAU, Boris RIBARIC
  - **Portable repair / configuration** 便携式维修/配置: M. Mathieu BARBERI (D 224), M. Thierry NEDELEC (T1+212), M. David DA SILVA (D 204)
  - **Linux** 账号管理: M. Christophe COROYER (D 224), M. Cyril TONIN (D 214)
  - **Windows** 软件管理/超计划: M. Olivier RAVENEAU (D213)
  - **Clikers** 顾问: M. Boris RIBARIC (D 211)
  - **Laptop loan** 设备借用: M. Cyril TONIN (D 214)
- **Health and Safety** 健康和安: M. Eric HAYOTTE - 06 95 06 51 51

# My University Life 我的大学生活

## Medico-Social Pole 社会医疗站点

All students of the Côte d'Azur University can benefit from free consultations and by appointment. Strictly confidential free consultations, 2nd and 4th Tuesday of the month on the SophiaTech Campus.

蔚蓝海岸大学的所有学生都可以在每月的第二个和第四个星期二索非亚科技园校区内享受免费咨询和预约。咨询将会被严格保密。

**Psychologist 心理咨询** : Sophie BERENY

Campus SophiaTech 索非亚科技园校区 – bât Forum

Sur RDV 预约电话 : 06 25 75 07 69 email 预约邮件 : [sophie.bereny@univ-cotedazur.fr](mailto:sophie.bereny@univ-cotedazur.fr)

**University Social Assistant 大学社会助理** : Jessica CHEVALIER

Thursdays on the SophiaTech Campus - Bât building - possibility in Nice on other days

每周四在 SophiaTech 校区 – bât Forum – 如果再 Nice 附近可以预约别的时间

By appointment by email 预约邮件 : [servicesocial-sophia@univ-cotedazur.fr](mailto:servicesocial-sophia@univ-cotedazur.fr)

**CROUS Social Worker CROUS 助理** : Sandrine CHAARA

Thursdays 每周四 (1:30 p.m. - 4:00 p.m.)

IUT Sophia - Build. Yellow

By appointment via online form 在线表格预约 :

[www.crous-nice.fr/aides-sociales/service-social/nous-rencontrer](http://www.crous-nice.fr/aides-sociales/service-social/nous-rencontrer)

**High level sports referent 高水平体育指导老师** : M. Igor LITOVSKY (A 360)

**High level artist referent 高水平艺术指导老师** : Mme Anne VIGOUROUX (A 364 or Lucioles)

**Handicap unit referent 残疾人指导老师** : Mme Véronique BARRALI (A 352)

## Culture 文化

The Culture Arts department offers many events throughout the year as well as workshops.

Information and recuperation of places with Ali BEIKBAGHBAN - Polytech Student Life Service  
文化艺术系全年提供许多活动以及音乐会门票等服务。.

联系人 Ali BEIKBAGHBAN – polytech 生活服务

[culture@polytech.univ-cotedazur.fr](mailto:culture@polytech.univ-cotedazur.fr) - <http://univ-cotedazur.fr/fr/campus/culture-arts>

## Sport 运动

As a student, you have free \* access to almost 60 sports activities on university premises and in other sites outside. Mountain, countryside, sea, terrain or rooms... the choice is yours!

作为学生，您可以免费在大学场所和其他外部场所进行近 60 项体育活动。爬山、郊游、海滩、运动场或运动馆...选择完全由您决定！

\* *except activities requiring reduced equipment rental costs* 除需要设备租赁费用的活动外

<http://univ-cotedazur.fr/fr/campus/sports>

## Student Associations 学生社团

The school encourages the involvement of students in the Student Office (BDE), Sports Office (BDS), Games Office (BDJ), Humanitarian and Environment Office (BDHE), and other clubs . They take part in the organization of events promoting the school.

学校鼓励学生参与学生办公室（BDE），体育办公室（BDS），游戏办公室（BDJ），人道主义和环境办公室（BDHE）以及其他俱乐部。他们参加了促进学校活动的组织。

## PolyPoints in a few words 综合理工学分

These are one-off activities that support an association, a school service or an event to be organized: welcoming visitors during the open house day, helping with setting up rooms for an event, participate in the animation of the graduation, be a member of an association...

可以是一些学校组织的活动、学校服务或将要组织的活动：在开放日期间欢迎访客，帮助建立、举办活动，参加毕业典礼的组织，成为社团的成员等……

The activities can be offered by the student or by any school service. Obtaining PolyPoints is compulsory during the course for the validation of the diploma.

这些活动可以由学生或任何学校服务提供。在认证文凭的过程中，必须获得 PolyPoints。

More information on the study regulations 有关相关规定的更多信息：

<https://polytech.univ-cotedazur.fr/ecole/communication-medias>



# APPENDIX: Fire evacuation 附录：火灾疏散

## Procedure to be followed by teachers providing their lessons when the fire alarm is triggered and after

火灾警报触发时及之后，应由受过培训的教师进行疏散指导

*Teachers ensure that all students in their care when the alarm is triggered are effectively involved in the evacuation.*

老师确保在触发警报时，所有学生都有效地参与了疏散工作。

As soon as the alarm sounds, you must 警报响起后，您必须：

- immediately stop work in progress and evacuate the room;  
立即停止进行中的工作并撤离房间
- leave the classroom with your students in peace, after closing doors and windows and checking that no one is left in the classroom;  
在关闭门窗并检查教室内是否没有其他人之后，和您的学生冷静的离开教室
- direct students to the meeting point without rushing;  
冷静引导学生到集合点；
- don't go back and do not use elevators;  
禁止他们回去；不要使用电梯；
- at the meeting point 在集合点：
  - group and count your students; 重新组织你的学生；
  - wait for "ok" to return to class 仅在现场管理员明确授权您返回教室的情况下返回教室

**PLEASE NOTE: these instructions apply to all university teachers, permanent and temporary.**

请注意：这些说明适用于所有大学教师。



# APPENDIX: INSTRUCTIONS IN THE EVENT OF AN ACCIDENT

## 附录：发生事故时的指示

1. Alert the reception or personnel trained in first aid  
提醒接待处或接受过急救培训的人员
2. Consult the safety instructions displayed at the entrance of each building and apply them in the absence of personnel trained in first aid procedures:  
查阅每栋建筑物入口处张贴的安全说明，并在经过急救程序培训的人员缺席的情况下应用这些安全说明：

### FIRST AID 急救

As the Fireflies site does not have a medical center, first aid must be given by personnel trained in first aid. No medication can be administered

由于 Les Lucioles 的所在地没有医疗中心，因此必须由受过急救训练的人员进行急救。不能给予他人药物。

Fire department 救护车☐ 拨打号码 : **18**

Home 学校接待处 : 04 89 15 40 00 / 01

Eric HAYOTTE 负责校园安全的老师 : 06 95 06 51 51







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[www.polytech-nice-sophia.fr](http://www.polytech-nice-sophia.fr)

[www.polytech-reseau.org](http://www.polytech-reseau.org)

<http://univ-cotedazur.fr>