

# INTERNATIONAL STUDENTS' GUIDE



### Publication director & editorial:

Khaled Bouabdallah, President of the Université de Lyon

### Contents & editing:

Ludovic Viévard, Agence FRV100

## Design & graphics:

Marina Glavanovic, Glavanovic Design

### Cover page:

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### Printed by:

Imprimerie Faurite

## Guide published by the Université de Lyon

September 2019 issue



# **EDITORIAL**

Thank you for choosing to pursue your education in France within one of the institutions of the Université de Lyon.

Studying at one of the institutions of the Université de Lyon is a great opportunity. Whether you are registered in a Bachelor's or Doctorate program, whether you are majoring in mathematics, law or attending an engineering school, you can be certain that you are enrolled in a top-quality, rigorous and renowned academic program. But this is also an opportunity to widen your horizons in a remarkable environment, to meet new people and gain new experiences.

We are committed to providing you the best possible working conditions and education so that you can make the most of your experience studying abroad.

This guide was designed to explain each step you need to take to successfully navigate the various administrative procedures. I hope that it will be helpful to you throughout your time as a student at the Université de Lyon.

Welcome to the Université de Lyon!

**Khaled Bouabdallah,**President of the Université de Lvon

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# STUDYING ABROAD IS A WONDERFUL EXPERIENCE THAT REQUIRES SOME PREPARATION!

Studying at the Université de Lyon is a great opportunity. Whether you are registered in a Bachelor's or Doctorate program, whether you are majoring in mathematics, sociology or attending an engineering school, you can be certain that you are enrolled in a top-notch, rigorous and internationally renowned academic program. But this is also an opportunity to widen your horizons in a remarkable environment, to meet new people and gain new experiences.

But this opportunity can make some young students feel apprehensive, too. This is quite natural, because studying abroad is often the first time a student is away from their family for an extended period. Some may feel very weighed down by a feeling of isolation. This risk is easy to control if you carefully plan your trip and stay abroad. How will you eat, get from one place to another, where will you stay, what kind of medical care will you have, how will you open a bank account? Are you allowed to work? Will you need a visa? What should your budget be? What is the best way to fit in? It is important to learn about the environment you will soon be a part of, its particularities, what daily life is like, etc. so you can quickly find your bearings.

This is why this guide was written – to reassure you with reliable information and guide you step by step through all of the administrative hurdles so that your experience will be a successful one. We also wanted to make sure it was as down-to-earth and practical as possible, answering the most common questions you might ask when organizing your trip and your life in France.

Welcome to the Université de Lyon! Keep in mind that we can answer any questions vou have!

# ALL OF YOUR ADMINISTRATIVE PROCEDURES AT A GLANCE!

From your home country



Find an educational program and finalize your admission / p. 8



Plan the funding of your studies / p. 29



Request a residence permit / p. 15



Begin the procedures to be covered by the French national health insurance / p. 33



Find housing, even if only temporary housing / p. 17



Make sure that your communication and payment methods will work in France / p. 22 & p. 27



Go over your check list! / p. 52





Finalize your registration at your institution / p. 8



Enter your accommodations / p. 20



Get your visa approved / p. 9 & p. 15



Open a bank account / p. 27



Take out housing and liability insurance (and supplemental health insurance if needed) and finalize health care procedures / p. 9 & p. 33



Check whether you are entitled to CAF benefits / p. 31

# HOW DOES THE HIGHER EDUCATION SYSTEM IN FRANCE WORK?

In France, there is not one single higher education system. You have a number of options, from universities to the "grandes écoles". This type of organization has two advantages: first, it suits the needs of various types of students. Second, it includes many different pathways to move from one system to another, depending on the level of the diploma. As in most European countries, the French system includes three levels, each one linked to specific numbers of ECTS credits (European Credits Transfer System):

- BACHELOR'S = 6 SEMESTERS = 180 CREDITS
- MASTER'S = 4 SEMESTERS = 300 CREDITS IN TOTAL (INCLUDING 180 FROM THE BACHELOR'S)
- D DOCTORATE =420 (CREDITS) IN TOTAL, INCLUDING 300 FROM THE MASTER'S

To know what year you may register for, ask about the equivalencies that are available for your diploma: http://www.ciep.fr

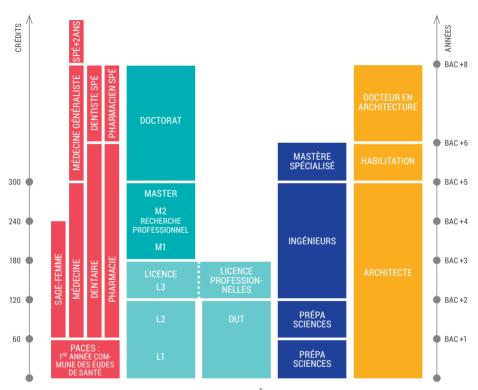
**The academic year** runs from September through June. It is divided into two **semesters** (September to January, February to June) and punctuated with 3 or 4 vacation periods, depending on when your academic program begins.

 To find out more, visit the website of the French Ministry for Higher Education, Research and Innovation



# The LMD system

The three-level organisation of post-secondary education is shared by most countries in the European Union; in France, meaning licence-master-doctorat (Bachelor's-Master's-Doctorate), or the LMD system. This system standardises the levels and organises recognition of the degrees in the different countries. It makes educational mobility easier in Europe and elsewhere.



**BACCALAURÉAT** 

# Campus France, a helpful resource to choose your program

Campus France is the French agency promoting higher education and international mobility and welcoming international students. You will find all of the information you need to understand the French system and find the best program for you! www.campusfrance.org

# WHY STUDY AT THE UNIVERSITÉ DE LYON?

The Université de Lyon is a grouping of 37 institutions (universities, institutions of higher education, research institutes) in the Lyon – Saint-Étienne area, in Auvergne-Rhône-Alpes. Human and social sciences, life and health sciences, exact sciences... all disciplines are represented in one of its 12 campuses. The quality, density and variety of the courses provide an important guarantee that you will be able to complete your full education at the Université de Lyon, from the Bachelor's through the doctorate.

With over 140,000 students, including nearly 20,000 international students just like you, Lyon is the second university city in France. The reason there are so many of you is that the Université de Lyon rests on a foundation of academic excellence, educational innovation and professionalization, offering all of its graduates a chance to start a successful career and social life.

- To learn more about the available courses and how to register, go to the institutions' website (see page 48)
- If you have a disability, you can contact the "Missions Handicap" of the institutions on the numbers below.







# The Students Welcome Desk (SWD), welcoming ALL students!



STUDENTS WELCOME DESK Bienvenue à TOUS les étudiants

#### LYON

3 sept. au 29 nov. 2019 Du lundi au vendredi 9h-16h30 Université de Lyon, 90 rue Pasteur, 69007 Lyon

UNIVERSITÉ

SAINT-ÉTIENNE

27 août au 8 nov. 2019 Du lundi au vendredi 9h30-13h / 14h-17h30 Ville de Saint-Étienne, Espace Info Jeunes, 6 rue de la résistance, 42000 Saint-Étienne

www.universite-lvon.fr/swo

The Université de Lyon and its partners are working together to greet you and help you get settled.

At the beginning of each academic year, the Students Welcome Desk offers a reception desk where you will find all of the services and information you need, and receive support for all of your administrative procedures, including your residence permit, long-stay visa, housing and jobs, transit, health and access to healthcare, culture, tourism, etc.

The Students Welcome Desk also organizes "Meet & Greets" on various themes, both during the daytime and in the early evening, so you can meet and talk to people involved in student life and settle into the city.

# The Université de Lyon's campus map







MANUFACTURE CAMPUS











**FIRMINY** 



# Doctorates with strong ties to the research conducted in the Lyon-Saint-Étienne area

One of the degrees offered by the Université de Lyon is a PhD, which provides professional research experience, enabling students to reach the highest qualification level in France, a doctoral degree, usually within 3 years. For this, you must be registered at one of the Université de Lyon's institutions and you will be working in one of its 168 research laboratories. The high concentration of internationally renowned laboratories and major scientific facilities, some of which are unique in Europe, is a major asset to build a high-quality doctoral project.

Students who come here are making the right decision! With up to 5,400 PhD students enrolled at 17 doctoral schools, and over 1,000 PhD students each year writing their thesis from the Université de Lyon across all fields, Lyon-Saint-Étienne is a leading site for PhD programs in France.

To learn more about the doctoral schools and how to register, go to the Université de Lyon's doctoral training department's website www.universite-lyon.fr > Formation > Formation doctorale and the Doctoral Student's Guidebook:



**Good to know:** There are thesis co-supervisions available with foreign higher education institutions, which grant the PhD student both the French doctorate and the equivalent foreign doctorate after a single thesis defense. Ask your country's institution about this to find out your options.

# **Espace Ulys – Centre EURAXESS**

If you are a PhD student, the Espace Ulys will provide you with special assistance. You can receive administrative support for immigration and settling, making appointments with the Prefecture (only for PhD students with a Passeport Talent-Chercheur), finding accommodation, health insurance, insurance, daily life, etc. The Espace Ulys also organizes events and gatherings to help your social integration.

www.espace-ulys.fr

# An exceptional site

The Lyon – Saint-Étienne area is one of the most attractive, vibrant regions in France. The city of Lyon is ideally located at the heart of Europe, and is easy to access. The specialized *L'Étudiant* magazine ranks Lyon as the first French student city since 2017 based on five criteria: attractiveness, education, living conditions, jobs and student life. The city of Lyon does indeed provide an exceptional natural and cultural environment.

Located near the mountains and lakes of the Alps, Lyon is also near winter sports resorts. And in the summer, you can be on the beach in less than two hours by train! And closer to home, is architectural diversity, many parks and the banks of its two rivers make it an especially enjoyable place to live.

When it comes to culture, Lyon is famous for being the French capital of cuisine, which is a way of life in the city. Even if you know it well, there are always new surprises to be found in one of its four historic neighborhoods which were designated a UNESCO world heritage site in 1998. Its many museums, active nightlife and events throughout the year, including the Fête des Lumières (festival of lights), which draws over 3 million people each year, make it a pleasant place to live in.

Located 62 kilometers to the South-West of Lyon, Saint-Étienne is a college town with an industrial tradition. It has entered the 21<sup>st</sup> century as the city of Design – the only French city to have received this UNESCO certification. With its Design Biennale, Saint-Étienne has entered the international stage. Enjoying its proximity to Lyon, the city is the ideal starting point to visit the Parc naturel du Pilat or the Auvergne region, with its volcanoes.

# **ONLYLYON, Lyon's brand**

ONLYLYON is a brand that brings together 28 public and private sector partners around a single goal: putting the city on the world map. Its website is a treasure trove of information to learn about the city. Don't hesitate to follow #onlylyon on Instagram to admire the most beautiful pictures of the city!

www.onlylyon.com

# HOW TO GET TO LYON AND SAINT-ÉTIENNE?

The Lyon – Saint-Étienne area is ideally located in France and Europe and is easy to access.

The Lyon Saint-Exupéry airport is connected to Lyon via the Rhônexpress tramway. It takes you straight to the Part-Dieu train station in the city center in 30 minutes (€25 return ticket). From there, it is easy to take public transit to get to wherever you are staying (see page 23).

www.rhonexpress.fr > tarifs > billets et tarifs

To get to Saint-Étienne, the **Ouibus** company offers buses leaving from the airport. The trip takes about an hour and 15 minutes (€14 one-way).

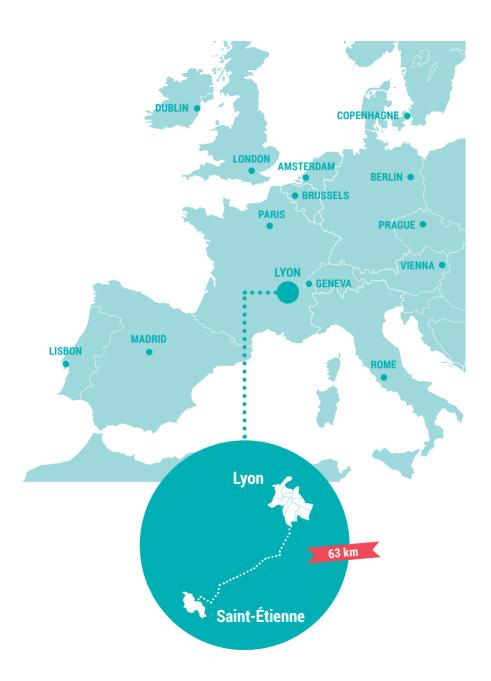
https://fr.ouibus.com/trajets/saint-etienne-lyon-aeroport-saint-exupery

If you are traveling by train, whether your destination is Lyon Part-Dieu or Lyon Perrache, your station is in the city center. Both stations are well connected with the public transit network (TCL) to go anywhere in Lyon, and by train to reach the Châteaucreux station in Saint-Étienne, with several trains per day, in about 50 minutes (starting at €8.50, one-way).

www.oui.sncf

By plane, by train, by bus or by car, you will find more information here:

- www.lyon-france.com > J'organise mon séjour > Lyon pratique > Venir et se déplacer à Lyon
- www.Saint-Étienne-hors-cadre.fr > S'organiser > Venir



# DO I NEED A VISA TO STUDY AT THE UNIVERSITÉ DE LYON?

Living and studying abroad often requires receiving an authorization from the host country. There are several possibilities here:

- If you are from a country in the European Union, the European Economic Area (EEA), Switzerland or Monaco, you do not need a residence permit and do not need to request a visa
- If you are from another country (aside from Algeria), you will need a "visa étudiant long séjour valant titre de séjour" (VLS-TS). You will need to get it approved upon arrival in France, within three months.
- If you are from Algeria, you need to directly report to the prefecture. Depending on where you are staying, you will need to get your residence permit approved by the Rhône or the Loire Prefecture.
- Regardless of your situation, you will find information on the specialized website: https://france-visas.gouv.fr

# What does a prefecture do?

Prefectures represent the authority of the French State within each department. Lyon is in the Rhône department, whereas Saint-Étienne is in the Loire, which means the cities are attached to two separate prefectures. The prefects that administer them are responsible for guaranteeing the safety of both people and property. One of the prefecture's roles is to handle foreigners' residence permits.

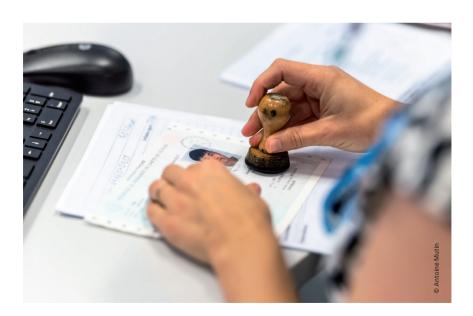
While the SWD program is running, the Rhône Prefecture moves all of its public-access points to the Université de Lyon to receive students and interns' residence permit applications or renewals. In Saint-Étienne, the SWD team works in close collaboration with the Loire Prefecture to assist students in compiling and submitting their applications.

Rhône: www.rhone.gouv.fr Loire: www.loire.gouv.fr

# Passeport talent - chercheur

If you are a PhD student, you can receive a visa long séjour (VLS) mention "passeport talent – chercheur". This allows you to live in France to conduct research and it can be renewed with a multi-year residence permit. Caution: to request this type of visa, your French institution must first give you a convention d'accueil, which you will show the Consulate as part of your application for a "passeport talent – chercheur" visa. Without this convention d'accueil, you will not be able to get a "passeport talent – chercheur" visa. "Passeport Talent-Chercheur" visa holders are greeted upon arrival at the Espace Ulys – EURAXESS Center.





# WHERE TO STAY IN LYON AND SAINT-ÉTIENNE?

It is important to have somewhere to stay when you get here! If you have not yet found a place to live for the academic year, look for temporary housing, such as a youth hostel or a room in a private home. Keep in mind that finding housing can be a lengthy process, and temporary housing is expensive in the long run.

### Youth hostels:

#### LYON

http://slo-hostel.com/fr www.leflaneur-guesthouse.com www.awayhostel.com/fr www.alter-hostel.com www.ho36hostels.com/lyon-quillotiere#hostel

#### SAINT-ÉTIENNE

http://lamaisonrouge-backpackerhostel.fr/fr/www.cis-st-etienne.com



As a student, finding housing can be complicated, especially as the start of the academic year draws nearer. Thankfully, there are a number of different options. The main thing is to get a head start!

## Living in public student housing

The Crous owns nearly 10,000 beds in student housing located throughout the Université de Lyon's area.

Part of the rental properties are set aside for international students, either through agreements with institutions of higher education, or for international students coming individually and registered as first or second-year master's students. This student housing is the most affordable on the market, and includes rooms, studios and apartment-sharing options. The apartment is furnished with the essentials, and there is also an option to rent sheets, pillows and blankets. Many different services are often available (laundromat, bicycle storage area, TV room, Wi-Fi, game room, computer room, etc.). All of the Crous student residences are shown on a local map, and the description includes all the relevant details (costs, services, location, etc.): www.crous-lyon.fr > Logements > Nos résidences

To find an open spot, you need to open a student account on the Crous' website: <a href="https://trouverunlogement.lescrous.fr">https://trouverunlogement.lescrous.fr</a>

Tip: Some institutions offer their own student housing. Ask about yours!

Make sure that you find out the dates and times your residence is open so you can get the keys when you arrive! Don't forget about bank holidays!

# The Crous de Lyon, a major player

The Crous are public, state-run institutions that aim to improve student living and working conditions. The Crous de Lyon offers a wide range of services – housing, cafeterias, scholarships, social services, cultural events, jobs, and international services. It is a key partner of the Students Welcome Desk in Lyon and Saint-Étienne in offering services to international students at the beginning of the academic year.

www.crous-lyon.fr

# Living in private student housing

If you cannot find a room in public student housing, there is no need to panic – you have many other options! Many different private student halls of residence offer similar services, some of them at a similar price point. You can learn more at the Lyon campus website: www.lyoncampus.info > S'installer > Les résidences étudiantes privées

# Renting an apartment

You can also find an apartment outside of student housing programs. In this case, you can enlist the services of a rental agency (note that this involves additional fees) or look into private offers through:

**○** Lokaviz, the Crous' housing platform: www.lokaviz.fr

Se Loger: www.seloger.comLe bon coin: www.leboncoin.fr

## **Apartment-sharing**

If you do not want to live alone, look into apartment-sharing!

- www.lacartedescolocs.fr
- www.colocationfrance.fr

You can find more information on Facebook groups (which are very active) to find roommates or an apartment/studio.

**Tip:** Solidarity apartment-sharing can in some cases be recognized as part of your educational program and is a way to get involved in a life project and social relationship.

- http://rejoins.afev.org/kaps/lyon-metropole
- http://www.leparisolidairelvon.org/

**Tip:** Both for private and public student housing, you may receive personal housing assistance (APL) to help you fund your rent, see page 31.

# Understanding housing administrative formalities

Finding housing often requires several administrative formalities. It is important to follow them and to be cautious.

#### **Guarantors**

To rent housing, you will often need a guarantor. This is reassuring to landlords, because your guarantor will pay your rent if you fail to do so! If you are under 30, the VISALE program can be your guarantor.

- www.visale.fr
- www.service-public.fr



#### Home insurance

Wherever you are staying, home insurance is mandatory, and protects you from any damage you may cause (e.g. fire, flooding, etc.). Read the policy carefully, because there are several types of insurance and guarantees on offer. For instance, a multi-risk insurance will protect your apartment as well as your belongings. If you are apartment-sharing, at least one of the roommates must take out a policy of this type. Note that if you are renting a room in a private home, this is not required.

**Tip:** Your home insurance policy may also include liability insurance. This insurance is also required, as it protects you against any damage you may cause third parties.

## **Inventory and security deposit**

When you enter your apartment, you will do the inventory, usually with your landlord. Pay attention during the inventory, as this will be the baseline when you leave to determine whether you damaged your apartment. If it is found that you caused damage, your security deposit, known as the "caution" in French, which is the equivalent of one month's rent and that you paid when you entered your apartment, will be used to pay for damages.

#### **Rental costs**

Rent amounts are usually quoted without the additional costs. You will need to add additional condominium charges (cleaning service for the building, electricity in the shared areas, services, etc.). Before signing a rental agreement, make sure you know what is included in the rent.

# **Housing tax**

The housing tax (taxe d'habitation) is paid by the person occupying the apartment on January 1st. However, make sure to ask about this, because there are some exceptions depending on the apartment!

www.impots.gouv.fr



**Good to know:** If you need help, the Agence nationale pour l'information sur le logement will inform and advise you for free about any housing issues.

www.anil.org > Votre Adil



# **HOW TO COMMUNICATE?**

# **Before leaving**

Contact your phone service provider to make sure you will be able to use your phone as soon as you get to France. This is important, because depending on where you are coming from and your phone plan, this might be very expensive.

Many different applications now make it possible to communicate through the Internet, bypassing the phone network. In France, the 4G network is available in most cities, but roaming fees can add up quickly. Here too, ask your service provider. Many public places offer free Wi-Fi, in particular train stations and airports, as well as some cafés and shopping malls.

## When you get here

Taking out a phone plan from a French provider requires you to submit documents, including your passport, proof of address, your residence permit and a payment method. To avoid this hurdle, you can purchase prepaid, rechargeable cards (including calls, text messages and data) for anywhere between €5 and €30. Here too, ask before you leave to find out whether you will be able to put a French SIM card in your phone! The main telephone service providers in France are Bouygues (B&You), Orange (Sosh), SFR (Red by SFR), Free and Virgin.

Once you have completed your student registration, you will have access to the Internet through your institution and in libraries.

Several different situations are possible with student housing. Ask your landlord to find out if you will have access to the Internet. In most student housing or private homes, this is the case.

# **GETTING AROUND LYON**

## The Lyon public transit network (TCL)

The Lyon public transit network, or TCL, is highly developed and connects most areas of greater Lyon. Bus, tramway, metro... whichever method you choose, or to move from one system to another, you need a ticket or a subscription card. Tickets are valid for an hour, and, just as with the card, you must punch it each time you get on a new line (or risk a fine) and you must keep it with you for as long as you are traveling and until you get off or exit the station.

As a student, you can get a lower price. Ten student tickets cost €14.80. A monthly subscription costs €31.80, and the Técély card costs €5 when you first subscribe.

Keep in mind that most public transit lines only run until around midnight, with the exception of a handful of bus lines. More information about costs, schedules and itineraries: www.tcl.fr

Plan your trips through Lyon in real time: www.onlymoov.com

#### Self-service cars

If you have a driver's license (permis B) that is valid in France, you may rent a self-service: www.bluely.eu
www.lpa.fr > Autopartage

# Self-service bicycles and scooters

Other forms of transportation are available, in particular, bicycles and scooters.

The Vélo'v network offers self-service bicycles that you can take at a Vélo'v station and drop off at another. You do not need a subscription to use the service, but you do need a bank card.

Tip: If you have a long-term Vélo'v subscription, you can use the service with your Técély card and get a discounted rate.

For further information: www.velov.grandlyon.com

There are other bicycle, scooter and even moped self-service rental services. They are not hard to find. There are several different service providers and they are available in many streets. To use them, simply download the service provider's app. Be careful as the fees can add up quickly!

# HOW TO GET AROUND SAINT-ÉTIENNE?

## **Public transportation**

The Saint-Étienne Métropole public transit system (STAS) includes tramways and buses connecting different areas of the city. To use them, you will need either a ticket (10 tickets for €10), or a student subscription for €27.50 (+€5 to purchase the OùRA card).

Tip: by registering on www.saintepass.fr, you can get the OùRA card for free!

Tip: if you are often traveling back and forth between Saint-Étienne and Lyon, you can get a subscription for the STAS, TER and TCL networks for €117.70.

 All fees, schedules and subscription options: www.reseau-stas.fr et www.saint-etienne-metropole.fr > Services aux habitants > Déplacements

# **Self-service bicycles**

With Vélivert, you can borrow a bicycle from one of the 29 stations in the city. The service is available with or without a subscription, but if you are planning on using it regularly, it is recommended to get a yearly subscription. If you are a student, you get a discounted rate of €10 for the whole year.

www velivert fr



# **EATING WELL**

French people usually eat three meals per day. In the morning, breakfast includes bread, jam and tea or coffee, sometimes with a yogurt and fruit. This is followed by two larger meals, lunch around 12:30 p.m., and dinner, around 8 p.m.

# **University restaurants**

Lyon and Saint-Étienne offer many different university restaurants! The Crous owns 15 restaurants, 28 cafeterias and one Crous truck throughout the region. Over 4 million meals are served each year. The Resto'U network offers full, balanced and varied meals (including a starter, hot dish and dessert) for €3.30. The ingredients are responsibly and sustainably sourced, with organic, seasonal produce, certified products, and vegetarian dishes offered each day. The cafeterias offer small meals (sandwiches, quiches, paninis, etc.) that you can eat in the cafeteria or on the go.

You can pay with your IZLY card, cash or a bank card in cafeterias, and exclusively with your IZLY card in Resto'll

# Activate your IZLY account at the beginning of the academic year

Izly is the payment method developed by the Crous. It can be used to pay for meals, but also photocopies, laundromats, vending machines, etc. It is linked to an online account based on the personal e-mail address you gave when you opened your account on www.messervices.etudiant.gouv.fr (housing applications, CVEC payments, etc.). You received a personal code at this e-mail address to activate your online account and credit it easily and safely. To pay, simply show your multiservice student card or download the Izly app!

www.izlv.fr

# Cooking with fresh ingredients!

If you have your own kitchen, grocery shopping is often very easy to do in Lyon and Saint-Étienne, where there are over 250 markets, many corner stores and small farming organizations (AMAPs) that sell local fresh produce. The prices will, of course, vary depending on what products you buy, but for €5 you can find everything you need to make a meal with fresh produce.

Map of markets in Lyon and Saint-Étienne: www.jours-de-marche.fr



AMAP (products from small farming operations): http://amap-aura.org/

# Solidarity groceries

Solidarity grocery stores allow you to purchase products at very low prices. Lyon and Saint-Étienne have several such stores, including AGORAé on the Lyon-Tech la Doua campus and the Tréfilerie campus in Saint-Étienne.

#### Restaurants

Lyon is the capital of cuisine, brimming with restaurants with meals at all price ranges. A traditional meal includes a starter, a main course, sometimes cheese or dairy, and dessert. You can order from the menu ("à la carte") by selecting from a list of dishes, or order a "menu" or "formule" package, usually for a lower price (from €13). At noon, mealtimes are usually shorter, and nearly every restaurant offers a daily special ("plat du jour") for about €10.

Many different guides are available to help you choose:

www.petitpaume.com www.lyonresto.com www.petitfute.com www.saint-etienne-hors-cadre.fr

**Tip:** while waiters appreciate tips, service is included in the price of the dishes you order, as are the cutlery, bread and water (if you request a "carafe d'eau")!



# HOW TO PAY AND HOW TO OPEN A BANK ACCOUNT?

Before leaving, make sure you have a payment solution that will work for at least the first few weeks. Ideally, you should have a VISA or Mastercard, and some cash, and make sure to ask your bank if your card will work in France!

Once you are settled in France, we recommend opening a bank account to make your transfers and payments easier and safer. Most transactions can be done using a bank card (CB) and cash dispensers (ATM) are widespread if a business does not take your card.

There are many banks to choose from (Société Générale, Crédit Mutuel, BNP, Crédit Agricole etc.), and you can compare their prices, because not all services cost the same. Once you have chosen a bank, you should make an appointment at an agency, ideally one near where you are staying, to open an account. To do so, you will need to show ID, proof of address and an enrollment certificate (or student card). If you do not have long-term housing yet, it is sometimes possible to provide the international relations department of your institution's address instead.

Once you have an account, you will be provided with a bank card (CB, "carte bancaire") that will allow you to pay in businesses, online, and to withdraw cash. You will also be given a RIB (banking identification) and IBAN number to do bank transfers, such as to pay your rent, water or electric bill. Make sure you also have credentials to log into your account online. Most banks offer online or smartphone applications to manage your account.

More information on: www.campusfrance.org > S'organiser > Ouvrir un compte bancaire

Good to know: Opening an account can sometimes involve hurdles, but you are entitled to an account! If you have trouble opening an account, the Banque de France can inform and help you:



**Good to know:** Most banks also offer insurance policies, so ask about grouping together your bank account with your housing and liability insurance policies.

# Keep a close watch on your budget!

French law requires international students to prove they have at least €615 per month to live on. To get your long-stay visa, you must prove that you have these funds (with a scholarship certificate, a recurring bank transfer certificate from abroad, etc.).

This €615 per month is a minimum amount that will not be enough to cover the expenses in your first month here, which are nearly triple your typical monthly expenses (safety deposit, insurance, subscription to supplementary health insurance, registration at the university, etc.). To help you with these costs, you can look for a job (page 29) or request a scholarship (page 31).

# A BASIC MONTHLY BUDGET



#### **RENT AND FEES**

€350 / in Saint-Étienne €560 / in Lyon / see page 20



#### **MEALS**

at the university restaurant €65 / see page 25



#### TRANSPORTATION €100.55

/ see page 23



LEISURE €70

/ see page 41 à 46



TELEPHONE ANI INTERNET

€49.32

/ see page 22



GROCERIES, CLOTHING, CLEANING PRODUCTS...

€298.79

Based on FAGE data. For more details, see the guide:



# **HOW CAN I COVER MY EXPENSES?**

# Find a student job

As a student, even if you are not a French citizen, you are allowed to work in France, but only as a secondary activity. Specifically, this means part-time work, less than 964 hours per year, which is about 60% of the legal working time duration. Your pay may not be lower than the minimum wage (known as the SMIC), which is €7.72 per hour.

In some cases, if you are a student with an "alternance" contract (apprenticeship and vocational training) and/or if you are from Algeria, you must send a prior application to the DIRECCTE (an organization of the French Ministry for Work: <a href="https://direccte.gouv.fr/">http://direccte.gouv.fr/</a>) or directly by clicking here: <a href="https://www.fr/">workinfrance.beta.gouv.fr</a>

Several organizations can help you look for a job. You can contact the CRIJ Auvergne-Rhône-Alpes, who specialize in young people's employment. You can also visit the Jobaviz website, developed by the Crous (Centre régional des œuvres universitaires et scolaires), which features job advertisements for students.

www.info-jeunes.fr/emploi-job www.jobaviz.fr

**Good to know:** As an international student, you have a lot to offer! Do not hesitate to look for jobs in tourism, or offer private foreign language lessons, childcare or work in the restaurant business!

# Finding an internship in France: check your situation

If your educational program explicitly includes an internship, you do not need to request an autorisation provisoire de travail (APT, temporary working authorization), but you must sign a three-party internship agreement between your school or university, yourself (the student) and the host company or organization.

If the receipt of your diploma is conditional on an internship after the end of your studies (accountant, notary, etc.), you must request the APT (see above for instructions on how to request it).

If you are coming to France for an internship and are a student abroad, you will need to contact your host organization at least four months ahead of time. This organization will issue an internship agreement, which must be signed by the DIRECCTE based on the duration of the internship and your country of origin.

In any case, you must have a signed internship agreement in your possession on the first day of your internship.

Good to know: In most cases, your internship agreement, signed and stamped by the DIREC-CTE will be given to you to request your "stagiaire" visa. Your institution can help you find an internship, but there are many other websites that can also help you: www.lyoncampus.info > Annuaire > Sites de recherche de stages

You should also look into internship programs for students offered within the Université de Lyon's International Alliance partnerships in five target regions: Brazil, Canada, China, Europe and Japan.

www.universite-lyon.fr > International

## **Special case for PhD students:**

If you are a PhD student with the student status, you may work 100% of your time, so long as your job is within the scope of your research, after requesting your autorisation provisoire de travail from the DIRECCTE.

For more information about your right to work and the administrative process, go to the public service website:



# The Centre régional d'information jeunesse Auvergne-Rhône-Alpes (CRIJ)

The CRIJ offers resources for students. Its core activity is disseminating information on its very informative website. Its centers can also welcome you in Lyon and in Saint-Étienne. Student jobs are one of its areas, so feel free to ask about it!

www.info-jeunes.fr www.lyon.info-jeunes.fr

# WHAT FINANCIAL AID AND SCHOLARSHIPS ARE AVAILABLE?

#### Financial aid from the Crous

The Crous offers specific, one-off financial aid for students who are facing temporary financial difficulties which may compromise their studies. This aid is available to initial education students under the age of 35 as of September 1st of the current academic year (the age limit does not apply to disabled students recognized by the CDAPH). To request it, you must make an appointment with a social worker (on the website www.crous-lyon.fr, by e-mail at ssocial@crous-lyon.fr, or by phone at 04 72 80 13 25 or by going to the office, at 59 rue de la Madeleine Lyon 7th district (from Monday through Friday, from 9 a.m. to 12 p.m. and from 1 p.m. to 5 p.m.).

During this meeting, the social worker will assess your full situation (your studies, the nature of your difficulties, etc.) in order to consider all possible solutions to solve your problems. Specific aid applications are presented anonymously to a commission that meets weekly to decide on whether or not to grant financial aid, and how much.

**Good to know!** The social service works alongside outside partners, who can assist you and possibly refer you to other financial aid programs.

#### Financial aid from the CAF

You may be entitled to receive personal housing assistance (APL), which are income-based. Do not hesitate to run a simulation when looking for housing to get an idea of your budget, then to apply as soon as you enter your apartment, because the waiting times can be fairly long.

APL simulation calculator: APL application form:





# **Scholarships**

Many different scholarships are available, even if it is not easy to get them. Start by asking your own government if any student mobility funds are available to you. Next, you can ask the French government, the European Union and international organizations. For more information, Campus France offers the Campus bourses service, which lists nearly 700 scholarship programs: http://campusbourses.campusfrance.org

# The Université de Lyon's International Alliance

The Université de Lyon's International Alliance runs a number of programs for French and international students enrolled in its member institutions and partners abroad: IDEXLYON certified Master's programs; mobility programs funded by IDEXLYON and other local organizations. Note that the close partner regions of the International Alliance are Canada, Japan, China and Brazil. The Université de Lyon's website is kept up to date with news and new program openings:

www.universite-lyon.fr > International > Actualités et présentation



# **HOW TO GET HEALTHCARE?**

# The healthcare system

The French healthcare system is based on personal physicians (private general practitioners or private specialists) and hospital care (public hospitals or private clinics, including emergency services). You are free to choose your treating physician ("médecin traitant"), you simply need to make an appointment by phone or through a health app such as www.doctolib.fr.

Note that for some specialties, there is a wait time of several months. To receive the full reimbursement, you need to choose and declare a treating physician and follow the coordinated care pathway: www.universite-lyon.fr > Vie des campus > Santé des étudiants

Emergency numbers are 15 and 112. If you need assistance, call one of these numbers and a professional will either provide care or refer you to the appropriate service. You can also go on your own to a hospital or clinic ER department (see page 47).

See locations and specialties in Lyon: www.chu-lyon.fr > Urgences and Saint-Étienne:



Good to know: some institutions offer university health services, so ask your institution about it.

# Required insurance policies

Healthcare is expensive, but the French social security system covers it in full or in part. If you are enrolled in a French institution, this is the insurance that will reimburse your costs, or even in some cases directly pay your fees without you needing to pay anything upfront. To receive this, you must be affiliated with a Caisse primaire d'assurance maladie (CPAM) by registering on the Ameli website when you arrive in France: <a href="https://etudiant-etranger.ameli.fr">https://etudiant-etranger.ameli.fr</a>. You will then be given a "carte vitale", which is not mandatory, but will help you get your reimbursement faster. For short stays, check your eligibility directly on the website.

If you are enrolled in a foreign institution and are coming to France for an internship, you can receive workplace accident and occupational illness coverage, based on your situation and the type of internship you are doing. Health insurance is mandatory.

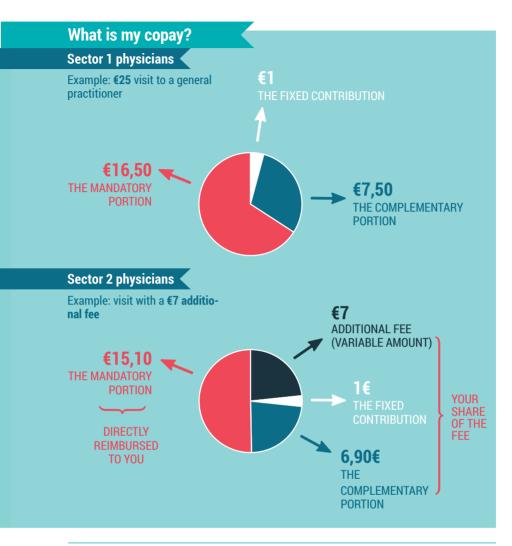
You can also register for a complementary health insurance policy ("mutuelle"). This is not mandatory, but strongly recommended, because it guarantees you will be better reimbursed if you have health problems.





RETROUVEZ LA LISTE DES SITES UTILES ET TOUTES LES EXPLICATIONS SUR LA SANTE DES ETUDIANTS SUR LE SITE DE L'UNIVERSITE DE L'YON

WWW.UNIVERSITE-LYON.FR/MASANTE



**Good to know:** If you are affiliated with a CPAM, you are entitled to a free preventative care examination (Examen de prévention en santé, EPS) every year! To make an appointment for your free annual check-up, contact your local healthcare clinic.

Useful phone numbers:



## WHERE ARE THE LIBRARIES?

The Université de Lyon has many university libraries (BU) and inter-institutional libraries, as well as themed resource centers hosted by some institutions. They hold vast collections of documents with discipline-specific specialization in each institution. But libraries have much more to offer than just documentation! Some locations offer computer rooms, working spaces, printing services, computer and video projector borrowing services, etc.

Conditions to access and register vary from library to library. Ask about how to register for your institution's library and for any libraries you would like to access. The complete list is available at the Université de Lyon's website:



Good to know! The application showing you how crowded each Université de Lyon library is: www.affluences.com

The Municipal Library in Lyon is a large library with a central site and 15 smaller locations. With over three million documents, it offers the second richest and most diverse collection in France. You can register with a discount if you are under age 25 (€10): www.bm-lyon.fr/

Saint-Étienne boasts seven public libraries, including the Médiathèque centrale de Tarentaize. There you will find not only books and digital content, but also the municipal film library: http://mediatheques.saint-etienne.fr

## Be sure to check opening hours!

Libraries are open at different times, but most of them close on Sundays and in the evening. With the "Open Libraries +" scheme, some libraries now open on weekends and in the evening. Check your library's opening hours! Note that this is one of the services provided by the Affluences app.

## **Online resources**

Digital documents are also very important. You will find many research articles for free on the Persée (www.persee.fr) and HAL platforms (https://hal.archives-ouvertes.fr). Cairn (www.cairn.info) also offers free resources as well as some for purchase.

The Université de Lyon's institutions have subscriptions to some of these publications so you can access them for free.



## WHERE TO LEARN FRENCH?

Studying in France gives you an opportunity to learn the language. Depending on your current level, you may need to take lessons. This will ensure that you can keep up with the classes you take as part of your program and will teach you a new skill. You can find certified French as a foreign language, or FLE ("français langue étrangère"), programs. Depending on your needs, do not hesitate to register in advance for the summer session before you begin your program.

In Saint-Étienne, you can get more information from the CILEC, a certified FLE center: https://cilec.univ-st-etienne.fr

In Lyon, there are eight certified programs, both in the private and public sector. You can find contact details on the FLE quality certification website: www.qualitefle.fr > Carte des centres

The Université Claude Bernard Lyon 1, the Université Lumière Lyon 2's CIEF, the ENS de Lyon, and the École Centrale de Lyon also provide French as a foreign language classes. You can find out more by asking your institution directly!



# HOW CAN I GET INVOLVED WITH VOLUNTEER WORK AND STUDENT ORGANIZATIONS?

Student life also involves meeting people and getting involved. But if you have just arrived in France, you may not know where or how to begin! Associations are a key resource for anyone who would like a richer student life or to work to support the community or towards a cause.

## Student office (Bureau des étudiants, BDE)

In Lyon and Saint-Étienne, most institutions have one or more BDEs. This is a student organization that represents the institution or a specific sector within the institution. These BDEs are made up of students and they organize cultural, celebratory events and mixers throughout the year.

## Other student organizations

But there are many other types of student organizations on campus, several of which receive funding from their institution. They are not directly affiliated with the institution, but are set up based on a shared interest, such as art, the environment, sports, computer science, etc. You can find out more by asking your institution to provide a list of student organizations.

Many student organizations are focused on greeting international students. For instance, ESN CosmoLyon welcomes international young people and students, offers international sponsorships, cultural outings, language exchange programs, workshops, and more. <a href="http://lyon.ixesn.fr">http://lyon.ixesn.fr</a>. In Saint-Étienne, you can ask the Fédération des Associations de Saint-Étienne étudiante: <a href="https://fasee.fr">https://fasee.fr</a>

You can also get involved in the local community through other organizations. For example, OnlyLyon has built a student network you can register for online:



### Student welcome evenings

International students receive a warm welcome at evenings held in their honor. In Saint-Étienne, several events are held throughout the months of September and October as part of the "Sainté accueille ses étudiants" program, including a Night for Students of the World (NEM) scheduled at the Musée de la Mine. In Lyon, the Students Welcome Desk closing evening is held at the prestigious Musée des Confluences on November 21. This event is free and open to all students, and includes dance, photography, concerts and shows. The city of Lyon, the Crous, the various institutions and a number of student life or cultural players also offer intercultural events to welcome students.

## **Buddy System: find a French mentor**

BuddySystem is a platform that assigns a "Buddy", a local student, to an international student for mentorship. After registering on the website, you will receive personalized support. Your Buddy can help you with your administrative procedures, give you a tour of the city and campus, etc.

https://buddysystem.eu/fr

## Lyon Campus and the Maison des étudiants (MDE)

In the seventh district of Lyon, the Maison des étudiants de la Métropole de Lyon welcomes all local students and supports them in their initiatives. You will find a project incubator, a coworking space, cultural events, etc. Go to the Facebook page @MDEgrandlyon and the website www.lyoncampus.com to find the information you need to get involved in local and student life in Lyon.

## The Youth Information Center of the city of Saint-Étienne

In Saint-Étienne, the Youth Information Center, in the city center, informs you of cultural events, student jobs and helps you build projects... Go to the Sainté Jeunes Facebook page for more information!

## WHERE CAN I PARTICIPATE IN SPORTS?

## At the Université de Lyon

Be it for leisure, competition, or educational purposes, sports are important at the Université de Lyon. The AS – UDL is an inter-institutional sports association that offers many different options to take part in competitive sports. Some are called the Sports Department, the Service universitaire des activités physiques et sportives (S.U.A.P.S) or Sports Office... The names may vary, but each institution also offers its own department organizing access to athletic activities.

There are several ways of taking part that are open to you. You can register to participate in leisure activities and enjoy access to the Université de Lyon's sports facilities, or include athletics as part of your curriculum, for instance by signing up for graded sports or joining a university team for competitions.

In any case, you can get more information from your institution and from Lyon Campus www.lyoncampus.info > Découvrir Lyon > Le sport à l'université

**Good to know:** If you are a high-level athlete, you can request the "Sportif de haut niveau" status to better reconcile your athletics and academic curriculum. This status means you can have the schedule of your classes and exams rearranged.

www.etudiant.gouv.fr > Vous bouger et vous cultiver > Sport dans l'enseignement supérieur

## **Public municipal sports facilities**

The cities of Lyon and Saint-Étienne boast many different sports facilities, including swimming pools, ice-skating rinks, stadiums and more, and even more athletic clubs. As a student, you can often get discounts. Do not hesitate to ask about these discounts. You will find many addresses at the Office des sports de la Ville de Lyon and its guidebook <a href="http://oslyon.com/fr">http://oslyon.com/fr</a> Offre > Guide des sports de lyon as well as on the Office des sports de Saint-Étienne website:



## WHAT IS THERE TO DO IN LYON?

Lyon is an active city! It highly values culture, with museums, movie theaters, art galleries and street art. It is the perfect city to walk around, both in its parks and famous traboules (historic passageways), on its hilltops or to see its neighborhoods under renovation. It also boasts a vibrant nightlife, with many bars and concert halls!

#### Museums

OnlyLyon lists over 40 different museums, from the musée des Confluences to the musée des Beaux-Arts, the musée des Géomètres and the museums of dental surgery, of the Olympique lyonnais, of film and of contemporary art! Just take your pick. Most offer reduced rates for students. www.lyon-france.com > Je découvre Lyon > Culture et musées.

Good to know: The Lyon city culture card grants you access to temporary and permanent exhibitions in the city's great museums as well as the services of Lyon's municipal public library! The card is valid for one year, and costs €15 for young people from ages 18 to 25, included. www.lyon.fr > /C culture > La carte culture

There is also art in the streets! Do not hesitate to walk around the Croix-Rousse or Guillotière neighborhoods, where graffiti and street artists are the most active. These works are ephemeral, but you will find information about the artists and the sites. http://street-art-lyon.com

#### Walks

Lyon is teeming with places for young people and students to sit and enjoy a picnic lunch, relax, play an instrument, practice rollerblading, etc. The prime spots are along the Rhône riverbank, which includes a long green strip through the city along the river.

You will also find many barges where you can get a drink.

www.grandlyon.com > Une métropole à vivre > Parcs et jardins > Berges.

There are nearly twenty different parks, so give them a visit!

www.grandlyon.com > Une métropole à vivre > Parcs et jardins

Lyon is a collection of neighborhoods with diverse architecture and atmospheres. From the traboule passageways in the Old City and Croix-Rousse to the bourgeois apartments of the first district, the industrial architecture of working-class neighborhoods, each has its own identity. You can take your time to explore them on foot or on a bicycle, or join guided tours offered by the Gadagne (www.gadagne.musees.lyon.fr) or Tony Garnier museums (www.museeurbaintonygarnier.com).

#### Concerts

Lyon is a musical city. Each May, the Nuits Sonores event fills the city with electronic music. From brownfield sites to bars and public plazas, music and a festive atmosphere permeate the city (www.nuits-sonores.com). In addition to this major annual event, the city boasts many concert halls offering diverse musical programming! From the underground scene to chart-topping hits, from rock to classical music, and from the 17,000 seats in the Halle Tony Garnier to the 40 seats (if you squeeze in tight!) in small music bars, there is something for every taste!

## Major events

Lyon holds several major events throughout the year. In addition to the Nuits sonores, there is the Fête des lumières, one of the most iconic celebrations in the city. Once a religious celebration in honor of the Virgin Mary, it has over time become a major public and artistic celebration. For three days, lighting installations fill the streets and parks, making the city feel enchanted. The other major events, the Contemporary Art Biennale and the Dance Biennale require a ticket purchase (www.labiennaledelyon.com). However, if you are under 26, you can get discounted rates.

**Good to know:** Keep your student card with you, as it will grant you discounts at movie theaters, in museums and even in some restaurants.

## **Nightlife**

Lyon has many different bars and nightclubs where young people and students can party! But we will let you do your own research on that!

**Good to know!** While the law generally allows alcohol consumption in public places, drunkenness is forbidden. There is no set alcohol level for this, the situation is left up to police judgment, with possible fines and an overnight stay at the police station.

#### **Additional information:**

Schedule of events, concerts, exhibitions, etc.

Le Petit Bulletin: www.petit-bulletin.fr Le Petit Paumé: https://www.petitpaume.com Le Progrès: www.leprogres.fr > Loisirs

Visiting Lyon:

Lyon campus: www.lyoncampus.info > Découvrir Lyon

Only Lyon: www.visiterlyon.com



## **Student culture pass**

The "Pass Culture étudiant" is a "cultural checkbook" offered by the city to gain access to 102 cultural institutions in the city of Lyon throughout the season (September 2019 to August 2020). For €18, the Pass Culture allows you to attend three shows in 71 cultural institutions (concerts, festivals, theaters, café theaters, dance, opera, etc.) and one movie ticket valid in one of the 31 partnering movie theaters. This culture pass is available at the Maison des Étudiants de la Métropole de Lyon and on campus upon presentation of your student card. Find out more on the website:

www.lyoncampus.com



## WHAT IS THERE TO DO IN SAINT-ÉTIENNE?

The city is sometimes compared to Detroit, in the US. Historically, it was a mining and industrial city and is undergoing renewal. Over the years, design has become a key area of development and innovation, an asset for the future, and is recognized as a tool for land use planning. Indeed, to date, Saint-Étienne is the only French city that belongs to the UNESCO network of design cities, joining the ranks of Berlin, Bilbao, Montréal and Shanghai as being an international leader in the area of design. Each International Design Biennale hosts over 200,000 visitors from around the globe.

While Saint-Étienne is often mentioned in the context of design, the city actually has even more to offer! The city's Tourism Office website suggests nearly 70 areas to stroll around town. From the Musée de la Mine to the Rue des Martyrs de Vingré and its relaxed atmosphere, or the famous ASSE soccer stadium, the Chaudron, there is a lot to do in Saint-Étienne! www.saint-etienne-hors-cadre.fr > Flaneries > Le tour en ville

Saint-Étienne also has a diverse cultural scene! With its concert halls, festivals (see below) and its brand-new Centre Dramatique National, La Comédie, and its Musée d'Art Moderne et Contemporain, which houses the second-largest collection of contemporary art in France.

#### **Surroundings**

Nearby town Firminy boasts the first Le Corbusier site in Europe; the Maison de la Culture Le Corbusier, which is included on UNESCO's World Heritage List.

The city of Saint-Étienne is at the foot of the Pilat mountain range. The Pilat mountains are classified as a regional natural park, with its highest point at 1,431 meters (4,700 feet) and are an ideal location for hiking and mountain biking, both in summer and winter, with a rich fauna and flora to explore and delicious local cuisine! You do not even need a car to get there from Saint-Étienne for a change of scenery for the day or the weekend.

#### www.pilat-tourisme.fr

Saint-Étienne also includes a water sports center and a marina where you can swim in the summer or sail year-round.

## **The Sainté Pass**

The Sainté Pass (www.saintepass.fr) is a website that offers thousands of free or reduced-price tickets year-round for concerts, festivals, movie theaters and theaters in Saint-Étienne. Registration is free, and the site offers fresh deals each week. It is also unlimited – all you have to do is register and return regularly to the website to be among the first to book seats for the Positive Education festival, shows at la Comédie de Saint-Étienne, independent plays, art house films or all of the concerts at the Fil!

## **Concerts and nightlife**

Saint-Étienne offers a rich musical program. With 40 festivals each year, including the Positive Education Festival, a trending electronic music festival, and the Rhino Jazz Festival, the Université Jean Monnet's Fest'U – there is something for all music lovers. Without forgetting major concert halls, such as the Fil and the Zénith, which host national and international stars. https://www.infoconcert.com



## WHO SHOULD I CALL FOR **EMERGENCIES?**

European emergency number (all languages): 112

Number for deaf and hard-of-hearing people:

Police emergency number: 17

Fire-fighters: 18

SAMU (ambulance): 15

IVG (abortion) and contraception:

0 810 810 714

## **Emergency number in Lyon**

- SOS Médecin: 04 78 83 51 51
- Dental services and treatment: 6/8 place Deperet, Lyon 7e 0825 082 569
- Poison control center in Lyon: 0472 116 911
- On-duty pharmacy (open overnight):

#### **Grande Pharmacie Lyonnaise**

22. rue de la République, 69002 Lyon 04 72 56 44 14 - 04 72 56 44 00 From 8 pm to 8 am

#### Pharmacie des Gratte-Ciel

28 Avenue Henri Barbusse, Villeurbanne, 04 78 84 71 63 / From 8 pm to 7 am

- **Family Planning Clinic** (CPEF): (Centre de (contraception, gynecological monitoring, discussing emotional and sexual life)
- CPEF PMI (mother and child health center) - free consultations funded by the city of Lyon:

Lyon 9e, 15 Rue de Bourgogne 04 26 83 96 10

Bron. 52 Rue Marcel Bramet 04 72 15 64 09

Oullins, 198 Grande Rue 04 78 86 04 63

Vénissieux, 3 bis Place Grand Clément 04 72 89 42 96

#### Emergencies:

#### Hôpital Edouard Herriot

5 place d'Arsonval, Lyon 3e +33(0)4-72-11-69-53

#### Hôpital Saint Joseph Saint Luc

20 quai Claude Bernard, Lyon 7e +33 (0)4-78-61-81-81

#### Hôpital de la Croix Rousse

103 Grande rue de la Croix Rousse, Lyon 4e +33 (0)4-72-07-10-46

#### Information & Listening

Young people's health line 0800 235 236 ou 01 44 93 30 74 www.filsanteieunes.com

Young people's health center (physical, psychological, social and relational health) 66 Cours Charlemagne, Lyon 2e 04 78 37 52 13

#### **Emergency number** in Saint-Étienne

- UNIVERSITE JEAN MONNET SAINT-ÉTIENNE (UJM) University Preventive Medicine Service
- Campus Tréfilerie 10. rue Tréfilerie - CS 82301 42023 Saint-Étienne Cedex 2 Mon-Fri. 8 AM to noon. 1 to 4 PM + 33 (0)4-69-66-11-00
- Campus de Roanne Maison du campus: 12, avenue de Paris +33 (0)4-77-44-89-66

## WHO SHOULD I CONTACT AT THE INSTITUTIONS OF THE UNIVERSITÉ DE LYON?

#### **UNIVERSITÉ CLAUDE BERNARD LYON 1**

Direction des Relations Internationales Campus de la Doua, Bâtiment Condorcet Rez-de-Chaussée, 45 avenue du 11 novembre 1918 69100 Villeurbanne Contact: foreignstudents@univ-lyon1.fr

Site: univ-lyon1.fr > vous êtes étudiant international

#### UNIVERSITÉ I UMIÈRE I YON 2

Direction des Relations Internationales Campus Porte des Alpes, Maison de l'étudiant - bureau U107, 5 avenue Pierre-Mendès-France 69676 Bron cedex

Site: etu.univ-lyon2.fr > international > étudiant international

- Étudiants internationaux inscrits à titre individuel international-hors-echange@univ-lyon2.fr 04 78 77 30 02
- Étudiants internationaux dans le cadre d'échanges incoming-monde@univ-lyon2.fr 04 78 77 31 75

#### UNIVERSITÉ JEAN MOULIN LYON 3

Service Général des Relations Internationales, Manufacture des Tabacs 1C avenue des Frères Lumière - 69008 Lyon Tel: +33 (0)4 78 78 73 93 etudiantsetrangers@univ-lyon3.fr Site: univ-lyon3.fr/ > international > venir à Lyon 3

#### UNIVERSITÉ JEAN MONNET SAINT-ÉTIENNE (UJM)

Direction de l'International - Mission Accueil Publics Internationaux 21 rue Denis Papin, 2<sup>eme</sup> étage 42100 Saint-Étienne Tél: +33 (0)4 77 43 79 70 accueil-international@univ-st-etienne.fr

## ECOLE NORMALE SUPERIEURE DE LYON (ENS DE LYON)

Direction des Affaires internationales Service mobilité internationale 15 parvis René Descartes, bureau D2 - 039 Tel: +33 (0)4 37376682 international@ens-lyon.fr Site: ens-lyon.fr/en

#### **ECOLE CENTRALE DE LYON**

Service des Relations Internationales relations.internationales@listes.ec-lyon.fr Tel: +33 (0)4 72 18 63 96 36 avenue Guy de Collongue 69134 Écully Cedex – France

#### INSTITUT NATIONAL DES SCIENCES APPLIQUEES LYON (INSA LYON)

Direction de l'Administration de la Scolarité Bâtiment Camille Claudel - 1er étage 8, allée du Rhône

Tel: +33 (0)4 72 43 89 24 welcome@insa-lyon.fr

Pôle mobilité: titre-de-sejour@insa-lyon.fr

#### SCIENCES PO LYON

Service Scolarité et Mobilité Internationale mobilite.internationale@sciencespo-lyon.fr Tel: +33 (0)4 37 28 38 05

#### **VETAGRO SUP**

Direction des relations internationales international@vetagro-sup.fr
Site: vetagro-sup.fr > International > Venir à VetAgro Sup

#### **ENTPE**

Direction du développement, de la formation continue et de l'international international.student@entpe.fr
Tel: +33 (0)4 72 04 70 11

#### **ENISE**

Direction des Relations Internationales Tel: +33 (0)4 77 43 75 11 international@enise.fr

#### **CNRS**

Délégation Rhône Alpes 2 avenue Albert Einstein 69100 Villeurbanne Tel: 33 (0) 4 72 44 56 00

## WHAT DO ALL OF THESE FOREIGN ABBREVIATIONS MEAN?

- ANIL (Agence Nationale pour l'Information au Logement) ): the National Agency for Housing Information, to find out about tenants' rights and obligations
- APL (Aide Personnalisée au Logement): Personal housing allowance
- APS (Autorisation Provisoire de Séjour): Temporary stay authorization
- APT (Autorisation Provisoire de Travail): Temporary work authorization
- AS (Association sportive): Sports association
- Assurance habitation ou assurance locative: mandatory home insurance
- Assurance responsabilité civile: mandatory civil liability insurance covering damages caused to third parties
- Assurance santé et rapatriement: mandatory insurance for the reimbursement of health expenses and repatriation if required
- Bail: rental housing agreement d'une habitation
- BDE (Bureau des étudiants): student office
- BDS (Bureau des sports): sports office
- BIC / SWIFT: (Bank Identifier Code / Society for worldwide Interbank Financial Telecommunication): International bank identification code
- BTS (Brevet de technicien supérieur): Two-year technical diploma
- BU (Bibliothèque universitaire): university library

- CAF (Caisse d'allocations familiales): family allowance office
- Carte Vitale: health insurance card
- Caution locative / garant: person who will pay if the tenant defaults
- CDD (Contrat à durée déterminée):
   Fixed-term employment contract
- CDI (Contrat à durée indéterminée):
   Permanent employment contract
- CEAM (Carte européenne d'assurance maladie): European health insurance card
- Charges locatives: rental costs for the building that must be paid by the tenant (building maintenance, cold water, hot water, collective heating, etc.)
- CIO (Centres d'information et d'orientation): (Information and Orientation Centers
- Cleiss (Centre des liaisons européennes et internationales de sécurité sociale): Center for European and International Liaison on Social Security
- CLOUS: branch of the CROUS in Saint-Étienne
- CMU (Couverture médicale universelle): Universal medical coverage
- CPAM: Caisse primaire d'assurance maladie also known as Sécurité Sociale or national health insurance
- CRIJ (Centre régional d'information Jeunesse): Regional Youth Information Center
- CROUS (Centre régional des œuvres universitaires et scolaires): regional organization providing student services

- CVEC (Contribution à la vie étudiante et de campus): Contribution to student and campus life
- Dépôt de garantie / caution: deposit paid when you sign a rental agreement that will be used to cover any damage when you leave the property
- DGEF (Direction générale des étrangers en France): General Directorate for Foreigners in France
- Doctorat: Phd
- DUT (Diplôme universitaire de technologie): Technology university diploma
- ENT/Intranet (Espace numérique de travail): digital workspace
- État des lieux (entrée/sortie): inventory, the document describing the condition of the apartment and its furnishings when a tenant enters and that is used as a baseline when the tenant leaves
- FLE (Français langue étrangère): French as a foreign language
- Garantie Visale: rental deposit/guarantor program
- IBAN: International Bank Account Number
- Intérim: temporary work contract
- IUT: Technological University Institute
- Licence / L1 / L2 / L3: name for the first three years of university education
- Licence professionnelle: Third year of university vocational education
- Master / M1 / M2: name of the fourth and fifth years of university education
- MDE (Maison des étudiants): Student Center

- Mutuelle santé ou complémentaire santé: a non-mandatory insurance policy that will provide further reimbursement of health costs in addition to the national health insurance
- OFII (Office français de l'immigration et de l'intégration): French office for immigration and integration
- Récépissé (de demande de titre de séjour): document proving that the application for a residence permit has been received
- RI: International Relations
- RIB (Relevé d'identité bancaire): national bank identification number
- RU (Restaurant universitaire): university restaurant
- SAMU (Service d'aide médicale urgente): ambulance and emergency medical services
- SCUIO (Services communs universitaires d'information et d'orientation): University information and support services
- STAS (Transports urbains de Saint-Étienne Métropole): Saint-Étienne public transport network
- Taxe d'habitation: housing tax to be paid by tenants
- TCL (Transport en commun lyonnais):
   Lyon public transport network
- VLS-TS (Visa long séjour valant titre de séjour): long-stay visa/residence permit



## CHECKLIST DOCUMENTS

Read requirements carefully, as some of your documentation requires an apostille or needs to be legalized to be seen as valid in France!

You must look into this ahead of time!





## **Documents**

$\bigcirc$	Identity card (European citizens) or passport
$\bigcirc$	Health or vaccination record
0	Original copy of your birth certificate, translated into French by a sworn translator registered with French courts
$\bigcirc$	Letter of acceptance from the French institution
$\bigcirc$	Language level certificate(s) (French, English, etc.)
$\bigcirc$	Previous diplomas translated into French by a sworn translator
$\bigcirc$	For students who have a student long-stay visa (VLS-TS): OFII certificate form provided and stamped by the authority that issued the visa
0	For European citizens (EU/EEA) and Swiss citizens: European health insurance card (CEAM), valid for the entire stay in France
0	For students from Quebec: Certificate from the régie de l'assurance maladie du Québec (RAMQ) for your health expenses
0	For stays shorter than three months: Health insurance and repatriation policy covering the entire stay
$\bigcirc$	Transportation tickets and full itinerary
0	Proof of financial resources of at least €615 (scholarship or monthly bank transfers) per month



## Materials

- Plug adapter
- Sweater or lightweight clothing, depending on where you are from and what season it is in France



## Plan for

- Temporary housing (make an appointment with the person you are staying with, or make sure you are arriving on a date and time the office is open)
- Valid payment method in France
- Valid communication method in France

**Good to know:** To be safe, scan your important documents and keep them in your e-mails or record them on an external hard drive.

For more information:

www.campusfrance.org/fr/organiser-arrivee-France-check-list





















## Université de Lyon

92, rue Pasteur – CS30122 69361 Lyon Cedex 07 France

Tél. +33 (0)4 37 37 26 70 www.universite-lyon.fr

#### Contact:

Student Life office of the Université de Lyon T +33 (0)4 37 37 26 70 vie.etudiante@universite-lyon.fr

International office of the Université de Lyon de l'Université de Lyon (Bureau international) international.office@universite-lyon.fr