



WELCOME TO PSL

STUDENT HANDBOOK

UNIVERSITÉ PSL



ACADEMIC YEAR 2020/2021



YOUR CONTACTS AT PSL

Université PSL
60, rue Mazarine
75006 Paris
tel : 01 85 76 08 70
contact@psl.eu

psl.eu/en

Keep in touch with PSL


PSL is home to many cultural, artistic, scientific and sporting events. Do not miss any of them

   Université PSL

International students

welcomedesk@psl.eu

01 75 00 02 91

 PSL Welcome Desk

 PSL_welcome_desk

Student life

vieetudiante@psl.eu

Student organizations (Union PSL)

union.psl@psl.eu

Connect to wifi network

Connect to eduroam, used by universities and research centers throughout France, Europe and worldwide. Once Eduroam has been configured on your device, all you have to do is enter your login information to connect. To configure Eduroam, go to eduroam.fr/en



SUMMARY

- 4 WELCOME TO PSL
- 6 ABOUT PSL
- 10 STUDY AT PSL
- 14 CAMPUS LIFE
- 22 INNOVATION AND ENTREPRENEURSHIP
- 26 PREPARE YOUR ARRIVAL IN PARIS
- 36 EVERYDAY LIFE
- 52 PRACTICAL INFORMATION

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PSL : p. 7, 22, 23, 28, 32, 34, 38, 42, 47, 50
Dauphine - PSL : p. 48

WELCOME TO PSL



ANNE DEVULDER

Vice President of Student Life and Social and Environmental Responsibility

Dear students,

Welcome to your university! PSL is a "young" university where science, humanities, engineering, social sciences and arts meet and mingle. It is the result of the collaboration of all the prestigious institutions that make up PSL and within which you will complete your Bachelor's, Master's or Doctoral studies. You have all been chosen for your talents and you will be among the first graduates of Université PSL. We are very proud to welcome you on the occasion of this new academic year.

From Bachelor's to Doctorate level, we are committed to educating you as closely to ongoing research as we can, in our 140 laboratories and with the 2,900 researchers. You will also benefit from one of the highest student supervision rates in France. From Porte Dauphine to Montagne Sainte-Geneviève, Paris is now your campus! Numerous dynamic student associations are waiting for you to participate and take full advantage of the many sporting, artistic and cultural events.

*You have all
been chosen for
your talents*

Finally, well aware of its duty to train the future generations that are ready to act, Université PSL is committed to responsible civic action, and is involved in sustainable development issues (both environmental and societal). With more than half of its laboratories directly related to research topics regarding sustainable development, PSL was ranked 53rd in the world this year for the first time by the Times Higher Education Impact Ranking. We are counting on you and your commitment to help us develop and broaden the scope of our actions.

Make the most of this new year, may it be full of success and joy.



MINH-HÀ PHAM

Vice President of International Relations

Dear students,

Are you interested in Science, Economics and Management, Human Sciences or Art? Are you passionate about major issues that impact society, such as sustainable development, artificial intelligence, globalization, health or culture? Do you want to get involved in research or business and obtain an international experience? Then welcome to Université PSL!

Whether you are already in France or coming from another country, thanks to our Welcome Desk and its associated services you will be accompanied from the moment you are admitted, to facilitate your integration and to help you with all the administrative steps upon your arrival.

*PSL invites you to join a
university community that
combines intellectual rigour
and openness to the world
in all its complexity*

We offer you a personalized welcome by a student (Buddy Program), the opportunity to be helped by a mentor to ease you into your studies, a reinforcement of your language skills, access to numerous student organizations, so that your integration into the life of our University is done in the best conditions.

PSL is today a major research university recognized both in France and internationally, thanks to its intense research activity which has contributed to the awarding of 28 Nobel Prizes, 10 Fields Medals and 48 CNRS Gold Medals. PSL is also honoured with prestigious awards in the artistic field (50 César, 79 Molière). For the 3rd consecutive year, our university is ranked in the Top 50 of the world university rankings (THE, QS) and is part of a very dense international network, thanks to a set of bilateral agreements for student exchanges from the Bachelor's level with the best universities on all continents. PSL invites you to join a university community that combines intellectual rigor and openness to the world in all its complexity, by means of a unique academic and multicultural perspective.

I wish you all an excellent year at PSL.

17,000 students

2,900 researchers & research professors

ABOUT PSL

140 laboratories

+ 50 start-up founded every year

+ 30 student organizations supported every year

28 Nobel Prize laureates

10 Fields Medals winners

3 Abel Prices winners

48 CNRS Gold Medal awardees

50 César winners

79 Molière winners

Approx. 2,000 cultural, artistic and scientific events every year

91 libraries and museums

UNIVERSITÉ PSL



Located in the heart of Paris, PSL brings together every field of knowledge, creativity and innovation in science, human and social science, engineering and the arts. Selective and committed to equal opportunity, it trains future researchers, artists, entrepreneurs and leaders to be aware of their individual and collective social responsibility.

UNIVERSITÉ PSL



PSL in the international rankings

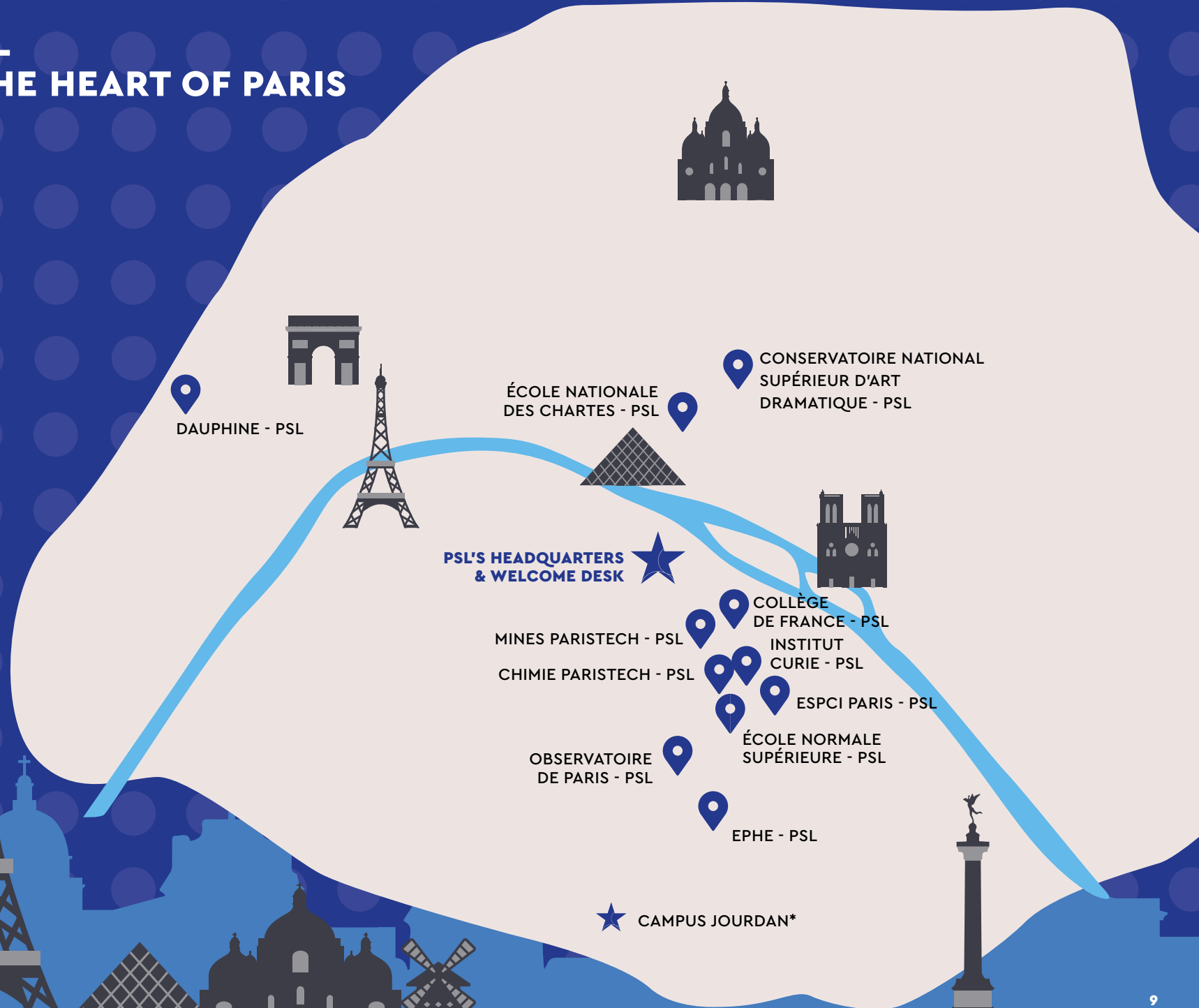


Top 50 world universities*
4th in the world among young universities*

*For the second consecutive year, according to THE and QS.

UNIVERSITÉ PSL A CAMPUS IN THE HEART OF PARIS

* The ENS-PSL Jourdan campus is home to several of CPES undergraduate degrees, the ENS-PSL's Economics, Social Science and Geography departments, PSL doctoral College, the dissertation office, PSL's Master's degree committee as well as the student life office.



STUDY AT PSL

By joining PSL, you can benefit from many support services offered to all our students and detailed in this handbook. Here is a first glance.

STUDENT SERVICES

As a PSL student, many services are available to you, such as...

- The PSL student card giving access to PSL schools and institutes and enabling you to pay in the CROUS restaurants and cafeterias with your Izly account.
- PSL's digital environment with secured access to Eduroam WiFi and online collaborative tools.
- Many opportunities to join in cross-institutional events: student organizations, sports, orchestra & choir, call for proposals, cross-institutional weeks (engineers, arts), the Buddy Program, Welcome days, are opportunities to meet other PSL students who are all from all backgrounds (countries, subjects and schools) and to share with them common interests and start group projects.
- Shared student places: libraries, coworking labs and PSL-Lab, etc.
- Easy access to PSL Welcome Desk for all international students (help with administrative processes, social and cultural events, Paris tours...).
- Spots to attend cultural and artistic events all year, such as the annual PSL lectures, and many parties offered by the Union PSL.
→ See our events on: psl.eu/en
- About 40 sports through PSL Sport. Find us on the website and join our community along with 5000 other sport lovers!
- Free services to help you deal with daily issues: counsel from the law clinic at PSL-Dauphine, Nightline online listening service for and by students...
- A wide range of housing and a counselling service to help you settle in Paris.
→ Info: psl.eu/en > Life@PSL > Campus Life in Paris > Housing
- PSL Alumni network (PSL-A) to keep in touch with and help with your career.



Glossary

Établissement opérateur

School of enrollment (or host school) which manages each student's administrative affairs (education, internships, graduation ceremony, etc.).

Etablissement-composante

PSL consists of different component universities. Degrees prepared in these universities (Bachelor's, Master's, PhD's) are granted by PSL.

Programme gradué (PG)

Starting from 2020, PSL offers a new structure of Postgraduate degrees. From now on, PhD's follows Master's in a continuous manner, both based on scientific forces of all components of Université PSL.

→ Info: psl.eu > Graduate programs

Contacts

Student life

union.psl@psl.eu

Student organizations

union.psl@psl.eu

PSL Welcome desk

welcomedesk@psl.eu

PSL-Lab

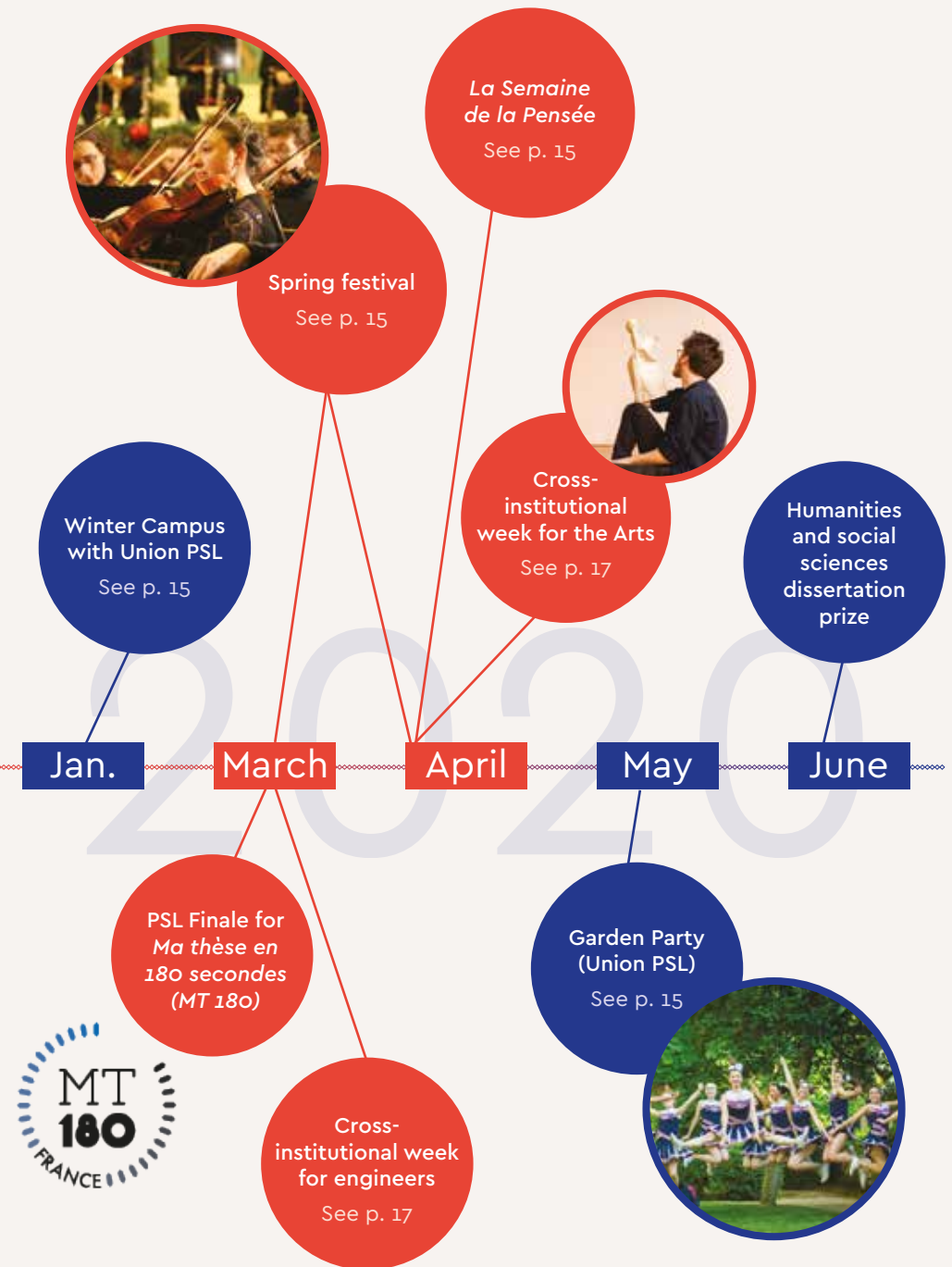
psl-pepите@psl.eu

Alumni PSL

webmaster@pslalumni.org

SAVE THE DATE

A monthly newsletter informs you about the events, initiatives and tips about PSL student life. Depending on the sanitary situation, some events may be postponed or transferred online.



CAMPUS LIFE

Student organizations, culture, athletics, museums, libraries and digital collections... PSL is the ideal setting for a rich student life, at the very heart of the greatest student city in the world! As a PSL student, you can join events in all our schools. Visit our website to find out about detailed services available to you.

STUDENT ORGANIZATIONS

Getting involved in a student organization is a great way to meet other people from all backgrounds! PSL is host to more than 100 student organizations, busy all-year round bringing life to its campus. You have the opportunity to get involved in exciting group projects, whether in culture, arts, athletics or humanitarian help!

Union PSL

The PSL Student Union is your one-stop shop for all student and campus life news!

Bringing together student council representatives and other students involved in associations throughout all of our campuses, the PSL Student Union plans events during the full school year, from September to June, bringing excitement and fun to student life. These include Agora PSL in November (fair for all student organizations), Winter Campus in January (afterwork drink and free training for organizations), the PSL eloquence contest, the *Semaine de la Pensée* (during a whole week, all students on campus join forces on a different topic through activities such as conferences, workshops, debates, concerts), festive events (Halloween, St Patrick...), open house days, the Garden Party in June...

The PSL Student Union relays campus news of interest to students in each school and supports cross-institutional student initiatives.

Follow them on Instagram and Facebook to be informed about every event.

→ **Contact:** union.psl@psl.eu
psl.eu/en > Union PSL | facebook.com/unionPSL

Students councils (BDE)

During all the academic year, student councils (BDE) run festive cultural and charitable events. Feel free to contact them about the campus life in your school and in PSL, thanks to "PSL representatives".

→ **Info:** psl.eu/en > Union PSL



More information

You want to set up a student organization?

Find help with the practical guide from Animafac, the network of student organizations (animafac.net) and the website of *Maison des Initiatives étudiantes de Paris* (mie.paris.fr).



AIE PSL PSL CALL FOR STUDENT INITIATIVES

You are involved in a student organization or you would like to start one? PSL can sponsor you with its Calls for Student Initiatives, launched twice a year on its website.

Cultural, artistic or sporting event, social commitment, the dissemination of knowledge... all topics can be eligible for support, according to each category of the call. Only one condition has to be met: the project has to unite students from several PSL schools.

→ **Info:** initiatives.etudiantes@psl.eu

You want to find and join a student initiative or a team to take part in the call for proposals? Please submit your application on the dedicated page on PSL Union's website → unionpsl.psl.eu

INTERNATIONAL AND CROSS-INSTITUTIONAL MOBILITY



Study abroad

Spend a semester of study abroad is a great opportunity to discover a new culture, improve language skills and enhance your academic background. Université PSL encourages students to study abroad. Find out about the possible options and contact the International Relations department in your host institution.

PSL weeks: 5 days of immersion

Twice per year, PSL offers an immersion called "PSL weeks". During these immersion weeks, various schools of PSL gather to offer an interdisciplinary course. This provides the opportunity for all students to discover a new discipline together in order to lead new innovative projects.

→ **Info:** pslweek.fr

— PSL week for Engineers

Are you a 2nd or 3rd year student at l'ESPCI Paris-PSL, Chimie ParisTech-PSL, MINES ParisTech-PSL, or a 3rd year student at CPES? Save the date: last week in March! This PSL week offers you access to new knowledge in the scientific domain and allows you to discover new disciplines linked with humanities, the economics in the movie industry (with La Fémis), or entrepreneurship with PSL-Hack.

— PSL week for the Arts

PSL week also exists in the arts domain, with the same principle: a dedicated week enabling students from La Fémis, CNSAD and CPES (specialization HTA) to broaden knowledge, meet other students and open a new perspective. The goal? To collectively bring life to innovative projects encompassing all aspects of artistic creation.

THE ARTS, CULTURE AND DIGITAL COLLECTIONS



PSL Orchestra and Choir

Do you play an instrument or sing? Join the adventure of the PSL Orchestra & Choir (OC-PSL)! Conducted by full-time professional musicians, PSL students, faculty and staff get the opportunity to interact closely with famous performance musicians. Some PSL institutions give ECTS for attendance to OC-PSL events. OC-PSL offers a rich program all year round, which PSL students can attend for a small fee (€5) and also gives a Spring Festival which includes all types of music thanks to a wide array of events: relations between arts and science, big symphonic concerts and smaller recitals, a behind-the-scenes tour of the OC, students brass bands...

→ **Info:** orchestreetchoeur.psl.eu
01 42 62 71 71

PSL-Explore : libraries, tools and discoveries

PSL-Explore is PSL's website for the dissemination of knowledge and gateway to digital collections from libraries, archives and museums. You can choose either to discover PSL Heritage and Research, or to search for documents.

With the "Discovery" path, you can visit virtual exhibitions and read popularized contents by researchers, students and curators of PSL, you can access digital collections and various contents: video conferences, movies, MOOC, on topics sur as Marie Curie's life, epigenetics and ethnomusicology.

With the "Search" path, you can use several tools to search for documents in PSL collections (+6 million digital items),

databases, online journals, PSL open archive. Books, manuscripts, sheet music, audio or video recordings. The website also includes practical information about PSL libraries and museums (opening hours, address, access requirements) in the "Libraries and Museums" tab.

See you soon on PSL-Explore!

→ **Info:** explore.psl.eu/fr

Espace Pierre-Gilles de Gennes

A bridge between civil society and scientists, the place was founded by Pierre-Gilles de Gennes. It is the place for public engagement of the ESPCI Paris-PSL and Université PSL. Both a place for events directed to the public and a laboratory of innovation for scientific communication, the center is dedicated to debate, meetings and collaborative thinking between researchers, teachers, students, journalists, artists, storytellers, and anyone driven by curiosity. Exhibitions, scientific events, conferences open to all, training in scientific communication, recreational activities and unusual evenings, all the events held in ESPGG are available on espgg.org.

See you soon at the Espace!

→ **Contact:** contact-espgg@espci.fr

PSL events

Stay tuned for cultural, artistic and scientific events at PSL:
psl.eu/en/events

Other libraries in Paris

The Bibliothèque nationale de France (BnF) – site François Mitterrand (Paris, 13^e). bnf.fr

The Bibliothèque publique d'information (BPI), Centre Pompidou (Paris, 4^e). bpi.fr

The network of the libraries in the City of Paris: bibliotheques.paris.fr



PSL - ATHLETICS



Athletics with PSL-Sport encompasses 40 different activities, either in a team or individual, under the supervision of certified professionals or passionate students.

Abs & gluts, badminton, basket-ball, circuit training, body tonic, boxing, dance, modern jazz dance, climbing, fencing, football, futsal, hand-ball, weight lifting, swimming, skydiving, pilates, table tennis, rock dancing, rugby, squash, volley-ball, yoga, zumba... You can also prepare the boating license, take part in skiing events, join tournaments between schools.

Lessons are available to all PSL students, faculty and staff 6 days a week. All athletic facilities are located close-by and sports opportunities are offered midday or after 6 p.m., hours that are compatible with university life.

Professional or amateur, no matter what your motivation is (hobby, well-being, ECTS or competitions), you are all welcome to join !

- **Information and timetable:** sports.psl.eu
- **To register:** sports.inscription.psl.eu
- **Contact:** pslsport@psl.eu or on the PSL SPORT app



Tip

Information about the different sports are given during meetings at the beginning of the academic year.



SPORTING EVENTS

Conferences on our sedentary, sport/health tests.

Faites du sport

Tournaments: futsal, hand-ball, basket-ball, volleyball, cheerleaders contest; jazz dance performance, fencing, etc.

PSL Tennis London, New York, Bath (New).

For the last 3 years, this tennis tournament has taken place in Paris or in London. The best PSL tennis players (women and men) compete with the players from University College London (UK).

Skiing weekend, La Plagne, Val Thorens, les Arcs.

PSL Rugby Trophy

This rugby match has taken place every year since 2012 and refers to the famous French-British Crunch. The best rugby players (women and men) compete with the players from UCL (UK).

PSL Football Trophy

This football tournament takes place in Paris or in London. The best PSL football players (women and men) compete with the players from University College London (UK).

PSL Paris fencing

This European fencing competition is organized by ENS-PSL students at the CSU J. SARRAILH.

The Rock Dance Tournament

Competition between the best rock dancers.

Workshops PSC1 and GQS

First aid workshops: PSC1 (prevention and civic aid level 1) and GQS (saving gestures).

INNOVATION AND ENTREPRENEURSHIP



PSL-PÉPITE AND SUPPORT FOR ENTREPRENEURS

PSL-Pépité is a team which supports student entrepreneurship at PSL. It offers comprehensive packages to help students and young graduates set up their own company.

PSL-Pépité is dedicated to all students and young PSL alumni that are looking to work on a project to create a company or looking for information about entrepreneurship. The staff provides them with the training, services and mentoring they need to make their idea real.

The PSL-Pépité team can help you obtain the national status of a Student Entrepreneur, and the D2E diploma in Student Entrepreneurship. Staff can also offer mentoring according to your background and your ambitions.

Here are the available training courses and services:

- Beginner's course for all the students who consider launching a business and who have a strong interest in entrepreneurship.
- Preparation course for students who have a clear project and wish to combine studying and entrepreneurship.
- Mentoring for students who work full-time on their business project and need support in their everyday tasks.
- The "Independence track" for students who have already joined an incubator and who want practical counselling on media relations.

→ **Info:** psl.eu/en/innovation-enterprise/entrepreneurship-psl/student-entrepreneurship

→ **Contact:** psl-pepите@psl.eu / 01 85 76 08 65



PSL-iTeams

You are interested in entrepreneurship but you don't have a business project yet? Apply for the Innovation and Entrepreneurship Course: PSL-iTeams

Created in 2017, PSL-iTeams is a training program for PSL master's, doctoral and post-doctoral students interested in innovation or entrepreneurship, from all disciplines and institutions (engineering schools, schools of arts or humanities and social sciences, etc.). Through this training, students can develop their entrepreneurial, innovation and leadership skills, while contributing to the technology transfer from PSL's research teams.

This course is available to international students, but at least B1/B2 level in French is required to follow all of the workshops. Presentations and submissions can, however, be made in English.

→ **Info:** psl.eu/en/education/find-your-academic-program/become-entrepreneur

PSL'S INNOVATION LABS & COWORKING SPACES

To support the education of student entrepreneurs and give designers room to experiment, to provide dedicated space for PSL's start-up launchers and to host professionals, PSL offers 9 spaces for work, experimentation, and collaboration devoted to innovative practices:

- 3 co-working spaces dedicated to student entrepreneurs
- 3 FabLab/CreaLab, prototyping workshops, available to any PSL member
- 2 incubators for business creators, mainly PSL researchers or alumni
- 1 UserLab for businesses or research teams testing new solutions

The PSL-Lab is the co-working lab managed by PSL-Pépité. Several pricing options are available for student entrepreneurs or certified project members.

Students in the lab have unrestricted access to Wi-Fi, printers, stationery; tablet computers and lockers may be loaned.

- **Detailed requirements to use PSL entrepreneurship resources:**
psl.eu/en/innovation-enterprise/psls-innovation-labs-coworking-spaces
- **Contact:** psl-pepите@psl.eu
01 85 76 08 6



Businesses from PSL to help you in everyday tasks

Job'N'Roll

Find a student job. Offers matching your schedule and your district. Apply with a few clicks!

jobnroll.fr

Parlapapi

To keep in touch with your grandparents despite the distance, Parlapapi allows you to send photos every month, directly from a WhatsApp group. They are printed and delivered to the mailbox of your loved ones around the world!

parlapapi.com

Swapbook

Exchange books. With Swapbook, meet students who buy and sell books at discount price and benefit from advice and mentoring.

swapbook.fr



YOUR ARRIVAL IN PARIS



THE PSL WELCOME DESK



A service dedicated to helping you settle in Paris

You are an international student and you have questions about life in Paris, how does Université PSL work and how to deal with the paperwork? The PSL Welcome Desk team is here to direct you and give you advice to ensure you can set yourself up quickly and peacefully in Paris.

- **Before your arrival**, the PSL Welcome Desk can help you complete the main paperwork (visa, CVEC, transportation etc.) and assist you with your search for accommodation. Through the Buddy Program Partner@PSL, the PSL Welcome Desk team can connect you with other PSL students.
- **After your arrival**, you can come and see the PSL Welcome Desk team during their office hours to check what your next steps are: validate your visa, register to the French Social Security, request financial aid for your accommodation via the CAF, sign up for housing insurance, etc.
- **During the academic year**, do not hesitate to ask the PSL Welcome Desk for help to find a bilingual doctor or to understand the process to be refunded for medical expenses. The team can also give you a helping hand in finding a student job or checking on the process of having your residence permit renewed by the *préfecture*.

Join the community of PSL international students



Once you are accepted by PSL, join our Facebook group called *PSL international students*. There you can ask PSL students questions concerning your soon-to-be university and find out about student life in Paris and PSL Welcome Desk events.



Our office hours

From September to November: Monday (9am – 2pm), Tuesday (12pm – 6pm), Wednesday (9am – 2pm), Thursday (12pm – 6pm) and Friday (9am – 2pm)
From December to July: Tuesday (12pm – 6pm), Thursday (12pm – 6pm) and Friday (9am – 2pm)

60, rue Mazarine, 75006 Paris
(in the interior yard, to the right)
Metro Odéon (lines 4 and 10)

→ Contact:

welcomedesk@psl.eu
+33 1 75 00 02 91 or
+ 33 7 50 15 92 93
(WhatsApp)
f PSL Welcome Desk
📷 [psl_welcome_desk](https://www.instagram.com/psl_welcome_desk)



Events

Besides providing you with personal help, the PSL Welcome Desk organizes several events throughout the academic year:

- **Student meetings:** get to know other PSL students thanks to many international parties (bowling, karaoke, "Games and pizza night" etc.).
- **Cultural discoveries and original tours of Paris:** the panoramic view of Paris from the Tour Montparnasse, a street-art tour in the South of Paris, the European Museum Night etc.
- **PSL French Afternoon:** the PSL Welcome Desk organizes a session dedicated to French language every Tuesday afternoon. The perfect opportunity to speak French over a cup of coffee or have a written text proof-read by one of the French-speaking tutors.
- **Language Exchange Program:** the best way to improve your language skills is to practice with native speakers! To help you master the *langue de Molière* (or the Queen's English!) an international student meeting with snacks is organized every month.

YOUR FIRST STEPS

Who is my welcome contact?

- If you come to PSL for a dual degree in engineering or a university exchange → contact the office of international relations at your host school.
- If you come to PSL for a degree-awarding program (Bachelors or Master's) → the director and the administrative officer of your study program will be able to inform you on the enrollment process, the services to which you have access, welcome events and will answer your questions on your courses.
- If you come to PSL for a doctorate → The Doctoral School in your research unit/team and the service in charge of the enrollment of Ph.D. students in the school at which you prepare your dissertation.
- **You have a question**, but you don't know who to talk to?
Write to the PSL Welcome Desk at welcomedesk@psl.eu and we will direct you to the appropriate services.

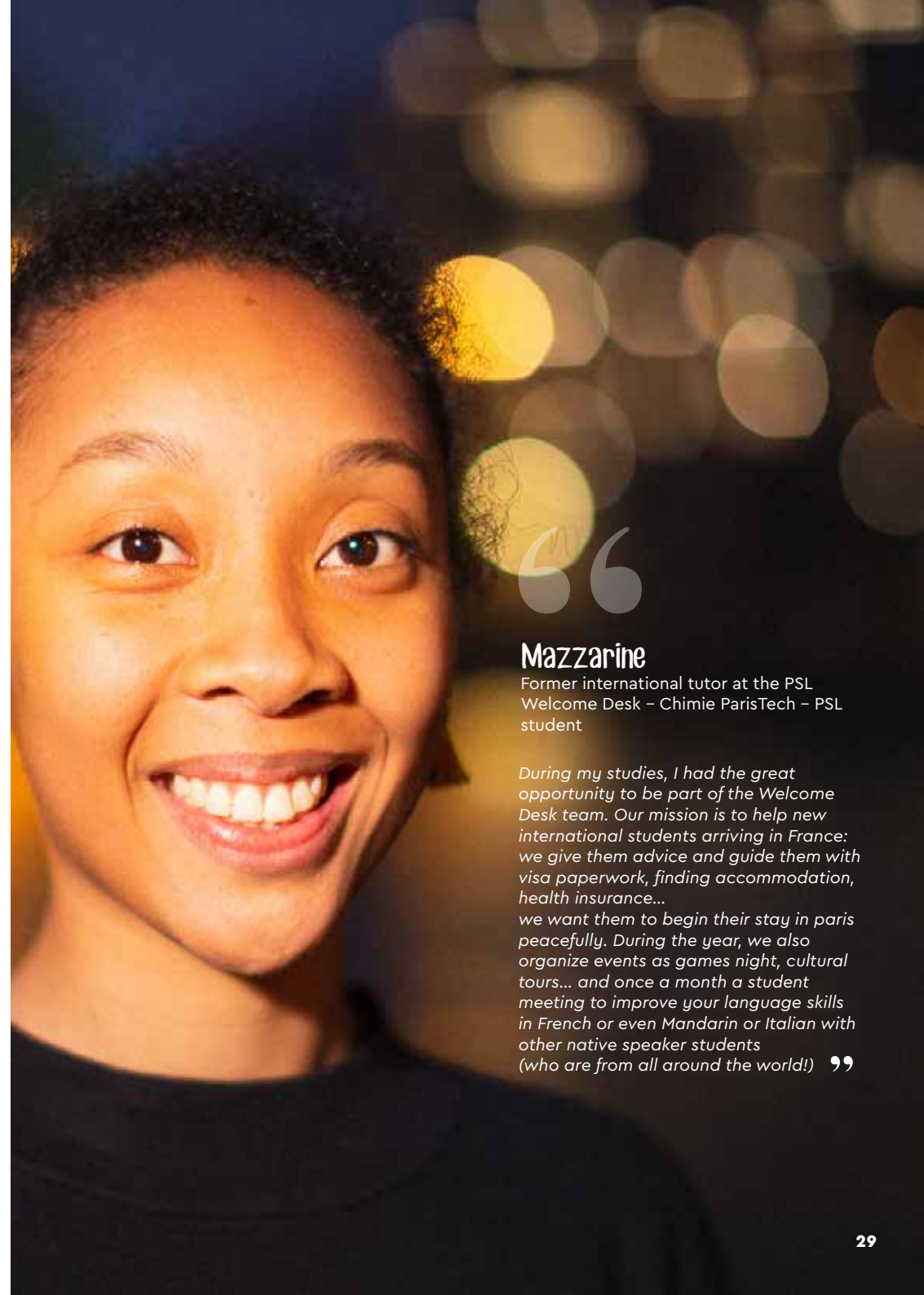
Which scholarships can I benefit from?

You can benefit from many scholarships to enable you to study in France:

- Scholarships from your government.
- Scholarships from the French government.
- Scholarships from the European Union; from international organizations.
- Scholarships from your host school.

Check with your home school, your government, the French embassy, the Campus France office in your country and your host school.

- **Find a scholarship on Campus Bourses, a directory of programs of scholarships:**
bourses.campusfrance.org



Mazzarine

Former international tutor at the PSL Welcome Desk – Chimie ParisTech – PSL student

During my studies, I had the great opportunity to be part of the Welcome Desk team. Our mission is to help new international students arriving in France: we give them advice and guide them with visa paperwork, finding accommodation, health insurance... we want them to begin their stay in Paris peacefully. During the year, we also organize events as games night, cultural tours... and once a month a student meeting to improve your language skills in French or even Mandarin or Italian with other native speaker students (who are from all around the world!) ”

Do I need a visa to study in France?

It depends on your nationality and the duration of your studies. If you come from one of the member States of the European Union (EU) or the European Economic Area (EEA), you do not need a visa to study in France. If you come from a country outside of the EU or EEA and you would like to come and study in France for more than 3 months, you need to request a student visa. Contact Campus France and the French consulate in your home country to make a request for a student visa as soon as possible at least three months before your departure.

→ **The online EEF** (*Études en France*) pre-consular procedure is mandatory in certain countries: campusfrance.org/fr/candidature-procedure-etudes-en-france

Which visa should I request?

— For a short stay (0 to 3 months)

- **The Schengen Visa for a short stay:**

this visa allows you to stay up to 90 days (interrupted or cumulated out of 180 days) in a country within the Schengen area. Depending on your nationality, you may not need it.

- **The Visa étudiant-concours:** this visa allows you to come for an interview or take an entrance exam at a public or private institution of higher education. If you pass, you may obtain, without going back to your country, a renewable residence permit for one year at the *préfecture*.

— For a long stay (over 3 months)

- **The long-term visa for studies with the residence permit (VLS-TS)** is valid for one year and renewable. This visa allows you to work 20 hours a week, travel within the Schengen area, get housing benefits from the CAF and the free student local deposit (VISALE). This visa is for students doing their Bachelor's, Master's and for PhD students without a doctoral contract.

- **The long-term visa (VLS) Passeport Talent Chercheur:** renewable under the form of a residence permit valid for several years, this visa is for PhD students, researchers and academics, and their families. To obtain it, you need to get a hosting agreement approved by your host school and by the French consular authorities in your home country.



Good to know

Visa

There is an official website with all the necessary information about French visas: france-visas.gouv.fr

Find accommodation

When you apply for a visa, you should provide your admission letter to PSL (issued by your welcoming referent) as well as accommodation certificate. It is therefore highly recommended to start looking for an accommodation directly once admitted to PSL.

→ See **p. 37 "Accommodation"**

BUDDY PROGRAM AND WELCOME EVENT



Find a Buddy

If you want to be paired with a PSL student before your arrival in Paris, ask your host school if they offer a Buddy Program. The missions of a buddy are:

- To welcome you personally in Paris.
- To welcome you personally to PSL campus and more specifically your new host institution.
- Show you the dos and don'ts of the capital city.

If your institution does not offer this service, sign up to the Buddy Program of the PSL Welcome Desk.

→ **Contact:** partner@psl.eu
partner.psl.eu



Good to know

In coordination with PSL's institutions, the PSL Welcome Desk team organizes "Welcome Days" with workshops (opening a bank account, having your visa validated and renewed, finding accommodation, learning about healthcare, security) and cultural and social events to meet other PSL students and discover your new campus.

IN MY SUITCASE



In my suitcase, I won't forget to pack...

- My administrative papers: passport, visa, certificate of admission to PSL, birth certificate (translated), certificate of housing, CVEC, photocopy of previous diplomas and grades with their certified translation, health record, certificate of social insurance from my home country (notes: if you are a European student, bring your European Health Insurance Card or the S1 form. If you are a Quebecker student, bring the SE401Q102bis or the SE401Q106 form), certificate of success on my French/English test, driving licence (optional), etc. Scan these documents and save them on a USB flash drive or a hard drive in case you lose them.
- A credit/debit card which works in France.
- Euros in cash.
- My computer and my charged mobile phone.
Do not forget to save the number of the PSL Welcome Desk in your contacts: +33 7 50 15 92 93 and the one of your buddy if you have signed up for a Buddy program.
- My medicines/antihistamines (if applicable).
- An adaptor, in case my devices are not suited to E/F type sockets.
The voltage and the frequency in France are 230V, 50Hz.



Meet & Greet Service

To provide you with a peaceful arrival in Paris, the PSL Welcome Desk offers a personalized welcome service at the station or at the airport. The terms and conditions are available on the PSL website, section International students > Meet & Greet

CVEC: A COMPULSORY STEP FOR YOUR ENROLLMENT



The CVEC, or Contribution Vie Etudiante et de Campus, is a compulsory tax that the majority of students must pay annually. To register at your host institution, you will need to provide a CVEC certificate.

The CVEC money is used to fund, for example, university health care and social workers, projects of student organizations, improved reception of newcomers on campus, and improved access to sports equipment.

- The CVEC costs €92 and can be paid online.
- To pay the CVEC, you must first register on the following site: messervices.etudiant.gouv.fr/envole
- If your bank card does not allow you to make the transfer, you will have to pay the CVEC in cash at a post office once arrived in France.

— In some cases, you can be exempt from payment of CVEC (scholarship students, university exchange students, etc.) Ask for advice from your welcoming referent.

- For further information: etudiant.gouv.fr/pid33626-cid130435/vous-acquitter-de-la-cvec-une-demarche-obligatoire-pour-vous-registrer-dans-l-enseignement-superieur.html
- To pay the CVEC, register on the following site: cvec.etudiant.gouv.fr

Good to know

Need help paying the CVEC? You can find a step by step guide on the PSL website. psl.eu/en > International students > Prepare your arrival

AFTER YOUR ARRIVAL IN FRANCE



I get my visa validated

If you have a student visa VLS-TS or VLS-TS *Passeport Talent Chercheur* valid for less than 12 months, you must validate your visa within three months after your arrival in France.

This procedure is mandatory! In order to validate your visa, go to the platform <https://administration-etranger-en-france.interieur.gouv.fr/particuliers/#/> and fill it out with all the necessary information (your visa number, email, date of arrival, address in France). Then, you have to pay a tax which takes the form of a fiscal electronic stamp (€60 for a student visa and €250 for a *Passeport Talent Chercheur* visa). You can also buy a fiscal stamp at a newsdealer. You will receive a certificate of validation in PDF format which you will fold and put in your passport.



A word of advice

- Check if your bank in your home country has a partnership with a bank in France. If applicable, opening a bank account could be easier.
- Opening a bank account and obtaining your bank card can take some time: start the process as soon as you arrive in France.
- The best-known French banks are: BNP Paribas, Société Générale, Banque Postale, LCL, Caisse d'Épargne.

I open a bank account

If you stay in Paris for more than three months for your studies, we advise you to open a bank account in France. This will make your life easier. Your bank will provide a check-book and a RIB (account number) which are mandatory for some of your paperwork: to pay rent, sign a contract for a phone number or get a refund on your medical expenses, it is better to provide a French account number. When you need to make a deposit for an apartment, a trip or a bike rental, you can be asked for a check.

To open a bank account, banks usually request the following documents:

- A photocopy of your ID card.
- A housing certificate from the last 3 months (certificate of accommodation from a university residence, electricity or gas invoice, certificate of accommodation).
- Your visa validation attest.
- Your enrollment certificate (a document which proves that you are enrolled in PSL and that you have paid the tuition fees).

If I meet the eligibility criteria, I register for French Social Security by signing up on the **etudiant-etranger.ameli.fr** website.

I check if I am entitled to housing allowances and make a request at the CAF (*Caisse d'allocations familiales*)

First, make a simulation online in order to check whether you are eligible. If applicable, create an account at **caf.fr** to submit an application and claim your benefits.

→ See **p. 38 "Housing Allowances"**

SUMMARY

OF YOUR INITIAL EXPENSES



You need to anticipate the following expenses during the first month:

- Enrollment costs: check with your host school for the exact amount and the conditions of payment.
- The CVEC tax (€92).
- The deposit for your accommodation (often equivalent to one month's rent) and possibly additional costs if you rent through an agency.
- Housing insurance and civic liability insurance.
- Health insurance to cover the period from your arrival in France to your enrollment at your host institution (because you are not insured if you are not enrolled).
- Additional health insurance (optional).
- For non-European students: costs of the visa and the fiscal stamp for the validation of your visa.
- Your transportation card: Imaginer (or Navigo if you are over 26 years old).

EVERYDAY LIFE

Housing

ACCOMMODATION

First of all, check with your host school before you arrive to find out about the available accommodation services. Some schools book accommodation for their international students.

PSL Housing service

PSL international students may be offered accommodation for a semester or a full academic year. You can either get accommodation in public student residencies of CROUS de Paris, or with other PSL housing partners. The commute takes on average 40 minutes to the PSL campuses. Rents vary between €350 (in a double room) and €800 (in a premium studio), charges included. Do you want to be helped in your search? Accommodation accompaniment fees in the amount of €49 (or €180 if you come to France for a university exchange) will be required at the start of the procedure.

→ **Info:** psl.eu/en > Life@PSL > Campus Life in Paris > Housing

→ **Contact:** logement.housing@psl.eu

Student residence with CROUS

Accommodation in public student residences is mainly limited to French government scholarship holders and international exchange students. If you are neither part of an exchange program with your home university nor have a French government scholarship, you can still apply during the additional phase. If you get a CROUS room, plan to arrive during the week, Monday to Friday, before 4 p.m. Reception closes at 4 p.m. and on weekends.

→ **Info:** crous-paris.fr

→ **Also read:** lokaviz.fr offers private accommodation certified by CROUS

The Cité Universitaire

Located in the 14th arrondissement, La Cité internationale universitaire de Paris (CiUP) has 5,800 apartments for students and researchers in 40 houses.

→ **Info:** ciup.fr/en/houses/applying-for-housing



Tip

Better keep away

Some agencies, so-called "list sellers", give you access to their offers for a given period (usually 4 months) if you pay expensive fees (between €150 and €450). However, the available offers are limited both in number and in quality, and very often, they are outdated. Don't waste your money on such offers.

STEPS TO RENT ACCOMMODATION



In France, students of all nationalities benefit from specific state subsidies to find accommodation. France is the only country in Europe to offer such a system.

Housing allowances

Rent is a significant item in your budget. Don't forget to apply for housing allowance. Monthly rent allowance: *Aide personnalisée au logement* (APL) or *Allocation de logement à caractère social* (ALS). Both are paid by the *Caisse d'allocation familiale* (CAF).

— ALS is *Allocation de logement à caractère social*. It can be paid for a room in a residence, but also for a studio, an apartment or a house in the city. This is the most significant support provided to students.

— The APL is *Aide personnalisée au logement*. It is paid directly by CAF to the housing under contract. Most of the housing units are under contract, particularly those managed by the HLM organizations and the CROUS residences.

To estimate your budget, you can use the simulator to calculate the housing allowance to which you may be entitled on the CAF website (caf.fr). To take the necessary steps, follow the guide to student housing allowances available on the CAF website. Do not delay in sending your application, CAF allowances are no longer retroactive!

USEFUL TERMS

m² (square meter)

Unit to calculate the living space. The *loi Carrez* is the name of the law detailing how to calculate living space in France.

Charges (additional charges)

Rental prices are indicated either excluding charges (HC or HT) and/or with charges included (CC or TCC). Monthly rental charges usually include building maintenance and rental taxes. Generally, these charges include cold water (ask for confirmation) and sometimes heating, this is called "collective heating".

L'état des lieux (inventory of fixtures)

These two documents are written on your first arrival at the accommodation (incoming inventory) and when you hand it over (outgoing inventory), in the presence of both the tenant and the landlord. The document describes precisely the general state of the apartment (cleanliness, electrical network, heating, wall paintings, floors, sanitary facilities, etc.).

Be careful, the comparison of these two documents will be used as a reference to determine possible damage and determine responsibilities. The owner will decide on this basis to return all or part of the security deposit when you leave.

Le délai de préavis (notice period)

Before leaving your home, it is essential to notify the landlord within the time limit set by law, called "notice period". This period is set at 1 month for rentals in Paris and its suburbs. The letter indicating your departure from the accommodation must be sent by registered mail with acknowledgement of receipt (*courrier recommandé avec accusé de réception*). The landlord will be entitled to claim the months of rent you owe them.

Le garant (guarantor)

Also called "*la caution*": a person who stands surety for the tenant's debt. In case the tenant doesn't pay the rent and additional charges, the guarantee is required to pay them (Article 2288 du Code civil).

Le bail (lease agreement)

The lease agreement describes the rights and duties of the landlord and the tenant. Part of the information is required by law. The rules depend on the type of accommodation –either furnished or empty.

Visale Guarantee

Visale offers rent guarantee for students under 30 years old (until they are 31) when they take out a loan for accommodation in Ile-de-France, either private or public, if the rent is below €1,500.

→ **Online application on visale.fr**

Services to help you manage accommodation are available on the website:

messervices.etudiant.gouv.fr

— Guarantee deposit

The amount of the security deposit is limited to one month's rent (excluding charges) if the property is unfurnished (two months in furnished housing). The deposit is repaid to you within a maximum of 2 months after outgoing inventory of fixtures. The owner is allowed to withdraw any amount necessary to restore the property in the event of damage and if they can have it certified.

→ **Further information: service-public.fr/particuliers/vosdroits/F31269**

— House and civil liability insurance policy

When you sign the rental contract, it is mandatory to take out a "multi-risk home" insurance policy that covers the risks of fire, water damage, theft, etc. and to send the certificate to your landlord every year. Civil liability insurance policies allow you to be repaid if you accidentally cause harm to a third party. It is mandatory in France. It is often included in home insurance policy (be careful not to pay it twice). Banks and student health insurance contracts offer this type of scheme.

— Heating and power contracts

When you arrive in a privately-owned accommodation, you have to find an energy contract. There are several suppliers, you should compare them (try on fournisseur-energie.com/

aides-fiches-techniques/comparateur-electricite/abonnement/)

— *La taxe d'habitation* (residence tax)

Residence tax has to be paid every year to contribute to public community services. Don't forget to ask if your accommodation is eligible and how much you have to pay.

— Legal aid

The *Agence Départementale d'Information sur le Logement de Paris* is a charitable organization whose purpose is to offer legal advice on any question about accommodation. Free service is available on appointment in every city hall.

→ **See opening hours and make an appointment: adil75.org**

→ **Further information on financial support for housing: psl.eu/en > Life@PSL > Campus Life in Paris > Housing**



GarantMe

Do you need a guarantor? You can subscribe a contract with GarantMe. Fill in the online package and get a certificate you can give to your landlord. The pricing is calculated on the rent and the tenants. You can try directly on their website! garantme.fr

Get around

PUBLIC TRANSPORTATION

14 Metro lines, 5 RER light-rail lines, and hundreds of city bus lines make it possible to move quickly and easily around Paris and Île-de-France. First trains run at 5:30 a.m. and last trains at 0:30 a.m. on weekdays and 1:45 a.m. on Fridays, Saturdays and before public holidays. The above-mentioned hours are given on an indicative basis.

→ **The Imagin'R pass** for students under the age of 26 provides reduced-fare access to all of Ile-de-France (€350 for a year, with payment in nine months)

→ **Navigo pass:** available on a weekly (€22.80) or monthly (€75.20) basis navigo.fr

→ **RATP** offers a website and an app to help you find your way: ratp.fr



Tips

GeoVelo

The App is sponsored by the City council of Paris as part as the "Bicycle" scheme. The app includes timed itineraries with the proportion of streets with cycle lanes.

Free-floating

— **With the Velib' service,** you can pick a bicycle in a station and hand it over in another one. This hiring self-service is easy to use,

24/7. About 1,000 Vélib stations are available for your everyday rides or to visit Paris. Cycle lanes in Paris account for 7,000 kilometers in 2020. Information, subscription, pricing, plans: velib-metropole.fr

— Such hiring offers are also available for adult **kick scooters** (Lime and Txfy), **scooters** (Cityscoop, Coup...) and **carpool** (Ubeevo, Communauto,

Zipcar, Renault, Totem Mobi...).

Driving licence in France

— **Students from the European Union:** you can drive in France with your driving license.
— **Non-EU students:** you can use your license for a maximum of one year after you have settled in France.

TRAVEL FROM PARIS

— **6 mainline train stations** bound for all of France and European metropolitan areas oui-sncf.fr
Find out more about SNCF discount cards: the *avantage jeune* pass costs €49, is valid for one year, and entitles you to 30% discount prices on travel.

— **2 international airports:** Orly and Roissy Charles de Gaulle.

Next Stop

The app is free and fully available in English, German, Dutch, Italian, Spanish, Japanese for all those who want to visit Paris with the subway.
→ You can download the app on the RATP website.

STUDENT HEALTH INSURANCE



The health system in France is available to international students. To benefit from French social security and have your health expenses reimbursed, certain steps must be taken. They vary according to your situation and your nationality.

International students (from outside the EEA and Quebec) and residents of overseas collectivities (New Caledonia, French Polynesia or Wallis and Futuna)

Once you have arrived on French soil and registered with PSL, register on the site etudiant-etranger.ameli.fr. A few weeks later you will get a provisional social security number which will allow you to be reimbursed for your medical expenses. You will be assigned

a definitive social security number later in the year. Social security registration is free and compulsory.

Please attach the following documents:

- ID papers (national ID card, passport...).
- A document certifying you enrolled in a higher education institution for the academic year.
- Your French bank details, which will allow you to receive repayments.
- A civil status document required to create your registration ID number. The valid civil status documents are: a full copy of the birth certificate, a birth certificate with filiation (or any document issued by a consulate), a family booklet, a marriage certificate.
- A valid residence permit (only for international students).

Special cases

— Students from the EEA/Switzerland

Before you arrive in France, ask for a European Health Insurance Card (EHIC) from your health insurance policy, valid for the current academic year. It certifies that you benefit from health insurance in your country and that you are exempted from subscribing the French Social Security scheme on condition that you provide the paper when you enroll. You do not need to register on the website: etudiant-etranger.ameli.fr

If you do not have a European Health Insurance Card, ask for the S1 Form from health insurance policy in your home country. Afterwards, you have to register on: etudiant-etranger.ameli.fr

— Students from Quebec

- Before you leave, take the SE 401-Q-102 bis form (or SE 401-Q-106 if you are participating in an exchange program between universities) valid during the current academic year, which certifies your subscription to Quebec health insurance policy. When you register on the website etudiant-etranger.ameli.fr, you have to provide one of these forms. You do not have to provide a residence permit.
- If you are not eligible for the student social security policy, you can benefit from the Universal Health Insurance (PUMA). Subscription to PUMA is made with the health insurance policy of your home country.

Support and inclusion services for students with disabilities

The schools and component institutions of PSL use all the means enabling students with disabilities to fulfil their maximum potential during their studies. For further information, please contact the student disability service at your school.



Contact

CPAM

The website of the public health insurance (CPAM): ameli.fr
Phone: 36 46 (Monday to Friday, 8:30 a.m. – 5:30 p.m.)

Call prefix from abroad:
+33 (or 00 33) 811 70 36 46 (cost depending on your telephone operator).

There is also a phone service in English: 0811 36 36 46 Monday-Friday, 9 a.m. to 6 p.m. (cost €6 cts/min).

OPTIONAL HEALTH INSURANCE POLICY (MUTUELLE)

The optional health insurance complements the Social Security repayments for the remaining 30%. In particular, entitles you to third-party payer as well as the repayment of expenses related to hospitalization. We strongly recommend that you subscribe to one. Companies such as the LMDE and or SMEREP offer optional insurance contracts ranging from about €78 to €645 (depending on the services provided) for one year. You can subscribe while you register for student public health insurance during the administrative enrollment or directly with the LMDE (lmde.fr) and the SMEREP (smerep.fr).

GLOSSARY OF HEALTH CARE

Costs

- **Secteur 1:** The doctor charges fixed rates set by French social security (€25 for an appointment with a GP). The National Health Insurance repays on the basis of **Secteur 1** costs.
- **Secteur 2:** The doctor slightly overcharges and the patient has to pay the extra cost.
- **Non conventionné:** the doctor chooses the cost of the appointments.

Médecin traitant (referring doctor)

To be repaid at best rate, you have to choose a referring doctor, called *médecin traitant*, who is in charge of coordinating the treatments.

Tiers payant (third-party payer)

With *tiers payant*, you don't have to pay the doctor up front. *Tiers payant* can be either complete or partial.

Les pharmacies (drugstores)

Medicine can only be bought in drugstores. Many drugs are delivered only on a prescription written by a doctor. Some common medicines are available over the counter. However, only prescription drugs are repaid. Some drugstores are open on Sundays. During nights and national holidays, you can ask a duty drugstore, which is on a list displayed on the door of all drugstores.

Ordonnance (prescription)

The paper on which a doctor writes the treatment. The prescription may include a health exam, a medical treatment, a list of drugs, a device.

CARE CENTERS

PSL remains at your disposal and wishes that your student experience is as pleasant as possible. For this, we want to help you keep your body and your spirit healthy.

Therefore, a common PSL health service, supported by ENS-PSL, has just been set up. It consists of two poles: one for preventive medicine and another one for prevention and psychological well-being. It is open to students from all PSL institutions. You can pass your compulsory preventive medicine visit there (any student entering a higher education institution must do so during the first three years). You can also get an appointment with a psychiatrist or a psychologist if you feel down and you want to talk about it.

→ **Info:** psl.eu/en > Life@PSL > Campus Life in Paris > Health and Wellness

Hospitals

— **Centre de santé des Saints-Pères**
Open to all students, who can choose in the center their referring doctor: consultation with general practitioners (routine consultations and care, certificates of fitness for sport or internships abroad, updated vaccinations, etc.) and specialists (gynecologists, psychologists/psychiatrists, dentists, tobacco addiction, nutritionists and hearing experts). Foreign students (including students from outside the European Union) have access to all healthcare services (spoken languages: English, German, Italian, Arabic, Chinese, etc.).

→ **To make an appointment or to get further information:**

siumpss.parisdescartes.fr

→ **Address:** 45, rue des Saints-Pères, 75006 Paris – Phone: **01 42 86 21 29**

— **Centre Colliard**
Care center designed for students (third-party payer/secteur 1 costs, extended opening hours and open on Saturdays). You will find general practitioners, a gynecologist (and a family planning center), a dermatologist, a psychiatrist, an addictology/nutrition consultation... in addition to the consultations and a planning center.

→ **Address:** 4 rue des Quatrefoies, 75005 Paris – Phone: **01 85 56 00 00**

— **Care center of the City of Paris**
These centers are open to all and offer consultations with general practitioners and specialists without excess fees by applying the third-party payer.

→ **Info:** centres-sante.paris.fr

— **6 Centers for Psychological Support**
- Bureaux d'Aide Psychologique Universitaire (BAPU) in Paris.

→ **Info:** psl.eu/en > Life@PSL > Campus Life in Paris > Health and Wellness and crous-paris.fr/aides-sociales/

Need to talk or to find information?

- **Fil Santé Jeunes** **0 800 235 236** (free of charge on a landline phone) or **01 44 93 30 74**
- **Nightline** (Chat and listening service by and for students): nightline-paris.fr / **01 88 32 12 32**
- **Free listening service duty by APASO** (Prévention Accueil Soutien et Orientation): **01 40 47 55 47** / etudiants@apaso.fr
- **Violences Femmes info:** **39 19** / stop-violences-femmes.gouv.fr
- **Institut de santé génésique** against violence on women: **01 39 10 85 35** / institutensantegenesique.org



Find a doctor

CPAM

On the Public Health insurance website, you can find a doctor according to different criteria (location, specialization, cost, treatment, address).

→ **Info:** ameli.fr > Espace particulier > Trouvez un professionnel de santé

Doctolib.fr or Doctolib App

Choose a health professional according to location and availability. This free service also provides relevant information about costs and spoken languages.

Dining

CROUS

It is not always easy to eat well in Paris when you are a student but be aware that sandwiches and other fast foods are not the only option! There is a much cheaper and more balanced solution: university restaurants and cafeterias.



Opening hours in Paris:

- Paris university restaurants are open Monday through Friday for lunch, generally from 11:30am to 2pm (restaurants located on campus keep slightly different hours).
 - 3 university restaurants are open in the evening from 6:15pm to 8:00pm (Mabillon, CIUP and Bullier, all located in the heart of Paris).
 - There is a brunch on Saturdays at the CIUP and Sunday on the Barge of the CROUS in Paris, which are very popular!
- **Cost:** Only €3.30 for a full meal (appetizer + main course + dessert), €2 to €3 for a sandwich.

IZLY CHIP CARD

If your student ID card is equipped with an Izly chip, you can pay for your meal – without even swiping – at university restaurants and cafeterias. You can also use copy machines and laundromats with it, and order food on the CROUS website. Additionally, the Izly mobile application on smartphones makes it possible to generate a QR code at the time of payment; the code has to be scanned by the cash register at the university restaurant.

In some university restaurants, it is possible to pay in cash and by credit card.

→ **Info:** izly.fr and [Izly app](#)



Info

CROUS

Located near or within the study sites, the 18 restaurants, 4 food trucks and 36 university cafeterias offer varied and high quality food. Consult the list on the CROUS website crous-paris.fr and download the CROUS app to see the menus, schedules and addresses of restaurants and cafeterias.

Learn French

FRENCH COURSES AT PSL

PSL University offers French courses for all levels. In order to see the options available to you, contact the service in charge for French as a Foreign Language (FLE) or the department in charge of languages of your host school.

This is a non-comprehensive list of FLE referents at PSL:

- **Chimie ParisTech – PSL:** Daria Moreau daria.moreau@chimieparistech.psl.eu
- **ENS – PSL:** Hélène Boisson helene.boisson@normalesup.org
- **EPHE – PSL:** Rachel Lauthelie-Mourier rachel.lauthelie-mourier@ephe.psl.eu
- **ESPCI Paris – PSL:** Daria Moreau daria.moreau@espci.fr
- **MINES Paris Tech – PSL:** Linda Koiran linda.koiran@mines-paristech.fr
- **Dauphine – PSL:** courses.exchange@dauphine.fr

Your options outside PSL

- **There are many options to improve your French skills in Paris.** In order to see all the options to learn French, go to the website qualitefle.fr which lists all the places where you can learn French certified as *Qualité FLE*.
- **There are French conversation workshops** in some libraries (e.g. BNF) and museums (e.g. Musée Pompidou). Check with them directly for more information.
- **A low-cost solution:** municipal courses for adults by the City of Paris (enroll as soon as possible, because there are few available spots).



Good to know

1 Shared French courses at PSL

You couldn't register for a French course at your host school (scheduling conflicts, lack of available spots or you couldn't find your level)? Shared French courses are available at PSL! Check with the FLE referent at your school.

2 PSL Doctoral College's French courses

Did you know that the Doctoral College of PSL offers a wide range of professional courses to its Ph.D. students (employment, career, communication, management...), but also French courses (all levels) applied to your dissertation research and your doctoral life?

→ **Check at** collegedoctoral.psl.eu or contact anne.roulin@psl.eu

Find a job

WORK DURING YOUR STUDIES

Schools & institutions regularly offer "student jobs". This is a job contract to carry out various activities (student reception, cultural, scientific, social and doctoral missions, etc.). Students benefiting from such contracts pursue their studies and carry out the activities provided for in the contract at an appropriate pace. This pace is adjusted according to the specific requirements of the training followed in order to allow the simultaneous pursuit of studies and the professional integration of students. Ask the student life department at your host institution.

You can also find a job on some specialized sites:

- jobnroll.fr
- jobaviz.fr
- letudiant.fr
- studyrama.com
- jobteaser.com



Law clinic

To train law students through practical experience while allowing them to share their knowledge and skills with their fellow citizens, Paris-Dauphine - PSL and PSL have created the *Clinique Juridique*. The PSL community can benefit free of charge from this innovative educational and social project. Whatever your legal problem (contract, liability, family, succession, labor law, etc.), the PSL / Dauphine Legal Clinic offers PSL students free appointments with a specialized lawyer.

→infos: clinique-dauphine.org



Good to know

The PSL Welcome Desk team can help you find a student job (by advertising vacancies, offering resumé and cover letter proof-reading services etc.)

LABOR LAWS IN FRANCE

You are allowed to work during your studies in France, as long as your enrollment at your school entitles you to social security for students and a student long-term visa (VLS-TS), or a student residence permit if you do not come from the European Union.

You will be allowed to work up to 964 hours per year, which is 60% of the normal work duration in France. However, the working hours is proportional to the duration of your studies (for example 482 hours maximum for a course of 6 months). Labor laws change often and there are many exceptions to the rule.

You will have the opportunity to work during your studies, but it will not allow you to cover all your expenses. A student job is only extra income.

→ Find all the relevant regulation and news at: service-public.fr and etudiant.gouv.fr/cid96484/contrats-de-travail-reperes-juridiques.html



Good to know

Internships

If you do an internship, its duration is not part of the duration of authorized work of 964 hours (or 822,5 hours for Algerian students). The internship is managed by a training agreement, an equivalent to an employment contract for internships. This document describes the conditions of the internship (duration, salary, social insurance of the intern) and has to be signed by your school, by the company which hosts you and by yourself.

→ **Important:** internship bonuses are mandatory in France after 2 months of work.

SMIC (*salair minimum de croissance*): this is the minimum wage according to French law. The hourly amount changes every year (from €10,15 gross/ hour in 2020)





Your checklist

TIPS FOR A SUCCESSFUL STAY

1

Before my arrival

- 1 I find out who my contacts are at my PSL host school. → p. 28
- 2 I check if I need to apply for a visa. → p. 30
- 3 I look for accommodation. → p. 37
- 4 I sign up for a Welcome Event. → p. 31
- 5 I sign up for a Buddy Program. → p. 31
- 6 If I have to pay the CVEC tax, I pay the required amount and download my certificate. → p. 33
- 7 I register with a health/travel insurance plan to cover the period between my arrival in France and my enrollment at my school.
- 8 As soon as I receive the visa, I book my flight.
- 9 If needed, I sign up on visale.fr. for a free security deposit service. → p. 40
- 10 I send all the information related to my arrival to my "Buddy", my accommodation contact and the PSL Welcome Desk and to my contact host school.

2

Upon my arrival

- 1 If I couldn't pay the CVEC before my arrival, I make the payment.
- 2 I get enrolled in PSL and I get my enrollment certificate.
- 3 I complete my application for visale by uploading the enrollment certificate.
- 4 I attend a "welcome event".
- 5 I open a bank account. → p. 35
- 6 I take a civil liability & housing insurance policy out.
- 7 If I have come to France on a "student" VLS-TS student visa or a visa VLS-TS (Passeport Talent Chercheur) valid for less than 12 months, get you visa validated on the OFII platform. → p. 34
- 8 If I am eligible for it, I sign up for French Social Security on the Ameli platform. → p. 42
- 9 I request an ImagineR or Navigo travel card. → p. 41
- 10 I visit the PSL Welcome Desk to discuss the paperwork I need to get done next.
- 11 I ask my Buddy to show me nice spots in Paris and give me a tour of the PSL campus.
- 12 If French is not my native language, I sign up for a French class. → p. 47
- 13 I make a simulation on the CAF website to check if I am eligible for financial support and submit an application to receive a housing allowance. → p.38

3

A few weeks after my arrival

- 1 I find out about the PSL student organizations, the PSL orchestra and choir, the PSL Sport registration and the PSL Welcome Desk activities.
- 2 As soon as I receive my student ID, I activate my Izly chip in order to pay for lunch at the university cafeteria (CROUS).
- 3 I stop by the PSL Welcome Desk to have a chat and enjoy coffee with the team.
- 4 I reach out to the embassy of my home country in Paris /subscribe to their newsletter to stay tuned to the events they organize and meet other students.
- 5 I obtain a temporary Social Security number, from now on I can get medical expenses refunded.

4

During the year

- 1 I receive my permanent Social Security number: I can create my AMELI account, choose a primary care doctor and order my Carte Vitale.
- 2 I renew my Titre de séjour 2 months before it expires.

USEFUL WEBSITES

- **psl.eu:** find all the information, contacts and news you need about Université PSL
- **messervices.etudiant.gouv.fr:** the digital gateway of student life and where to take administrative steps.
- **crous-paris.fr:** find information about scholarships, student residences and restaurants, cultural events.
- **ciup.fr:** *Cité internationale universitaire de Paris*. The campus for all the universities in Paris (housing, reception services, help for international students and researchers...)
- **campusfrance.org:** the state organization in charge of student mobility. You can find all information about studies in France (course catalog, funding), administrative steps to prepare your studies, information about life in France (housing, healthcare, jobs...) there.
- **etudiantdeparis.fr:** the Paris student organization publishes practical information for international students (visa, work, budget, housing...).
- **enseignementsuprecherche.gouv.fr:** the website of the Secretary of Higher Education and Research contains the important information about higher education in France.
- **diplomatie.gouv.fr:** the website of the Ministry of Foreign Affairs publishes contact information about consulates, embassies and French alliances as well as information about scholarships granted by the French government.
- **service-public.fr:** a guide to public administrations that gives information about laws and the administrative steps for people residing in France.
- **lokaviz.fr:** LoKaviZ is a housing service for students, who can find with them the housing offers, both in residence and in private flats. The website highlights housing that received the LoKaviZ certification by the CNOUS, meaning decent places at an affordable price.
- **letudiant.fr et studyrama.com:** the two websites specialize in student life, student jobs, housing and career choices.

USEFUL PHONE NUMBERS

Emergency phone numbers enable you to reach emergency services 24/7. For better efficiency at all times, remember to tell:

- Who are you? Are you a victim or a witness? Give them a phone number to reach you easily.
- Where are you? Tell them the precise place where help is needed.
- What are you calling for? Tell them the the reason you called them.

SAMU: 15

Service d'aide médicale urgente (SAMU), Emergency Medical Assistance Service, is available to provide immediate healthcare in serious situations.

POLICE SECOURS: 17

Phone number to ask the Police that they come at once.

SAPEURS-POMPIERS

(FIREFIGHTERS): 18

Firefighters can be reached at all times in case of life-threatening danger or damage to property when you need immediate assistance (fire, gas leak, car accident...).

112 FROM A MOBILE PHONE

From a mobile phone, you can dial 112 to reach all types of emergency assistance while in the E.U.

**An administrative concern?
Need advice?
Do not hesitate to contact the PSL
Welcome Desk at this number:
07 50 15 92 93**

During weekends (and only if your request is urgent) it is better to write messages via WhatsApp.

2020-2021 public holidays in France

- La Toussaint (All Saints Day): 1st November
- Armistice Day (1918): 11 November
- Christmas: 25 December
- New Year's Day: 1st January
- Easter: 5 April
- Labor Day: 1st May
- Victory Day (1945): 8 May
- Ascension Day: 13 May
- Pentecost: 1st June
- National Day: 14 July
- Assumption Day: 15 August



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