

Добро пожаловать

환영합니다

Welcome

Bienvenue

Willkommen

BENVENUTO

歡迎

歡迎

Salamat Datang

orientation

session

N°1

**FOREIGN
STUDENTS**

2006/2007

Synopsis

I) ACCOMMODATION :

- how to find an accommodation
- inventory of fixtures
- Financial Aid
- electricity
- accommodation 's insurance

II) RESIDENCE PERMIT

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- documents you need for your file
- how to get a job ?

III) SOCIAL SECURITY FOR STUDENTS:

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IV) PUBLIC TRANSPORT:

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V) OPENING A BANK ACCOUNT

VI) IMPORTANT PHONE NUMBERS

SOME IMPORTANT NOTIONS



- **APL/ ALS:** financial help for your accommodation given to students by the French government
- **CAF:** Administration you must address to benefit from the help for your accommodation (APL)
- **CAUTION (deposit) :** amount of money that you give to your homeowner or renting agency as a security in case of damage.
- **GARANT (guarantor) :** somebody who will have to pay for your rent if you are not able to pay for it
- **FRAIS D 'AGENCE :** when you go to an estate agency, this is the commission you pay to the agency which rents the apartment

HOW TO FIND AN ACCOMODATION

- **From june to august : The Accommodation Service of Sup De Co Montpellier:** 04/67/10/28/89 or servicelogement_supdeco@yahoo.fr
- **Estate agency:**
You usually have to pay at least 1 month rent as security deposit
- **Advertisement of CROUS**
- **Accommodation 's Service at the Corum in Montpellier till the 13th of October 2006**
- **Classified adds in newspapers and their web sites** as Midi Libre, Paru Vendu, le 34...
- www.montpellier.lindic.fr
www.lesclesdumidi.com
www.espace-etudiant.com

INVENTORY OF FIXTURES

- **WHAT IS IT ??????**

You must check for the state or the condition of your apartment reporting all the defects you find !!!

- **WHEN????**

When you move into your new apartment and when you leave from the apartment.

- **WHY and IMPORTANCE**

This is very important to check ALL THINGS in your apartment (water, electricity, deteriorated walls, holes in walls, etc...).

Thus, when you will leave your appartement, you won 't be accused for having done these damages. If you cause damage, you won 't get your deposit back

FINANCIAL HELP FOR YOUR ACCOMMODATION

- APL (Aide Personnalisée au Logement) is given by the CAF (Caisse d'Allocations Familiales)
- To get the APL you must :
 - have an agreed (« conventionné ») accommodation (for exemple a room in a family or a studio apartment with or without furniture)
 - be a student
 - get no other financial help for your accommodation
 - have a residence permit (for students from outside the EEA)
 - have financial resources of at least 720 €/months



HOW TO BENEFIT FROM IT

- Download the document on www.montpellier.caf.fr and complete it!
- Have a rent certificate (document that proves that you pay for your rent) which must be completed by your renter
- Provide bank account details (RIB)
- A recto verso photocopy of your identity card for people who live in the EEA
- A recto verso photocopy of your residence permit for people who live outside the EEA
- Your completed document for APL must be sent to:
CAF, 139 avenue de Lodève , Celleneuve.

- people can help you for the administrative purposes at the Accomodation's Service at the **Corum**.



- if you have one or several roommates, all the students living in the apartment can ask for APL on the condition that all students have signed the rent contract.

ELECTRICITY

- When you arrive, call EDF (National electricity company) to have your own electricity meter.
- Invoices will be sent every second months and are based on a theoretical consumption and are to be paid on delivery.
- When you will leave your apartment, EDF will read the electricity meter to make the difference between what you paid and your real consumption.
- EDF/ 0 801 00 34 34 OR www.edf.fr

ACCOMODATION'S INSURANCE

- It 's a legal obligation. Your renter will ask you to show it as soon as possible.
- Where can I be insured?
 - in your bank
 - at the LMDE
 - in specialised insurance companies

To compare prices of these companies you can go on the Web site: www.assurland.com

SOME NOTIONS

- Préfecture: regional representative of the State and place where you must ask for your residence permit
- Residence permit (carte de séjour) : Permission to stay during a determined period of time in France (go to the Pôle Universitaire Européen to get some help with your file)
- Members of the EEA:

Germany, Austria, Belgium, Cyprus, Denmark, Estonia, Spain, Finland, France, Great Britain, Greece, Hungary, Ireland, Italy, Iceland, Latvia, Lichtenstein, Lithuania, Luxembourg, Malta, Poland, Norway, Holland, Portugal, Slovakia, Slovenia, Sweden, The Czech Republic.

YOUR RESIDENCE PERMIT

- **When?**

You must ask for it after you found an accommodation and after you have opened a bank account

- **Who needs one?** Students living outside the EEA

- **Period of validity:** at the most 1 year

- **Process:**

- Go to the Pole Universitaire Européen to get some help to fill the document.

- The Pole Universitaire Européen will send your file to the Préfecture. You will then receive a certificate for a request of a residence permit

- You will then receive a certificate for a request of a residence permit, AND a letter to have an obligatory medical examination

- After you had the medical examination, you will receive a letter to go to the Préfecture to get your residence permit



Only **you** can go to the Préfecture to get the residence permit

Document you need for your file

- **Basic principles: ALL THE DOCUMENTS MUST BE PHOTOCOPIED. NEVER JOIN AN ORIGINAL DOCUMENT**
- **Documents :**
 - a form for your first request of a residence permit (get it from the Pole Universitaire Européen)
 - request for a medical examination (get it from the Pole Universitaire Européen) which you don't have to complete, but only signed. You will have to pay costs (about 55 euros)
 - Any document proving that you have an accomodation (like electricity invoice...)
 - if you are hosted, you must have a letter of your renter, a photocopy of his ID card and his last electricity or gas invoice
 - copy of your passport and of your student visa
 - a school certificate (Sup de Co will provide it)

- A bank certificate of your financial resources proving that you dispose at least of 1326 € on your bank account or a certificate of bank transfer on your bank account for an amount of 442 €/months for your stay in France or certificate of your grant.
- A certificate of your Social Security (LMDE)
- 3 passport-sized photos (size: 3,5x4cm)
- 2 stamped envelopes with your address in Montpellier

- **CAUTION !!**

If you have not found an accommodation at the moment:

- If you are hosted, provide an accommodation certificate of the person where you live and his ID card;
- If you are at the hotel, ask for a certificate at the hotel proving that you live here at the moment.



JOB

Foreign students are allowed to work 884 hours/ year, it means 19h30/week.

As soon as you have found a job :

- Go to the « Direction Départementale Du Travail et de l'Emploi et de la formation professionnelle = DDTE Préfecture.
- Search for the Service of foreign labour force.
- **CAUTION !!**
 - your work must be compatible with your studies. You can't leave your courses ! In French Business Schools, attendance is compulsory.
 - Students coming from the EEA don't need a residence permit to work except students coming from the new ten lands which have joined the EU.
 - Students from outside the EEA need a residence permit to work.

SOCIAL SECURITY



- It 's **COMPULSORY**
- It costs 189 € for the year, from October 1st 2006, to September 30th 2007.
- you must pay it at Sup de Co, which will pay for all the students
- for students over 28, you must insure yourself at the CPAM (Caisse Primaire d'Assurance Maladie – 29 cours Gambetta à Montpellier) or in a private company (tariff 's comparison on www.assurland.com)

- **You won't have to pay for Social Security, if :**
 - You are coming from the European Union (Germany, , Belgium, Denmark, Spain, Finland, Great Britain,Ireland, Italy,Norway, the Netherlands, Portugal, Sweden)
 - You have an e-card or European Health card.
 - You have under 28 and you are coming from the EEA (Georgia) or having an insurance certificate or the form E-128.
 - You are a student from Québec (forms **401Q 102bis** or **SE-401-Q 106**)

Please provide a copy of your insurance to Virginie Inglebert

A FEW PRINCIPLES

- A student chooses his doctor and his pharmacy.
- He is paid back between 15% and 70% for his medical examination and medicine
- If the student wants to be paid back a 100%, he must subscribe to a complementary insurance (it costs between 76 and 276 €). You can ask LMDE to advise on complementary insurance.

HOW TO BE PAID BACK



There are 2 cases:

- Some doctors and pharmacies won't ask you to pay them ; they will be paid back directly by LMDE (ask LMDE for a list of doctors and medical centers)
- If the doctor ask you to pay, he will give you a medical certificate that you will have to send to the LMDE which will pay you back.

PUBLIC TRANSPORTS IN MONTPELLIER

- **The Tram**: for instance, there is only one line. The second line is under construction. To have information about work, go on www.montpellier-agglo.com/tam/
- **The Bus**: a well developed network
- **The price** : http://pyxis.montpellier-agglo.com/tam/page.php?id_rubrique=220
- **To go to Sup De Co from the town center**:
 - take the bus number 6 to the direction of Professeur Blayac
 - take the bus number 7 to the direction of Celleneuve
 - for both buses you must stop at Ecole De Commerce
 - take the tram to the direction of Mosson and stop at Château d 'Ô.
Then take the bus number 7 to the direction of Celleneuve.

To go to the beach:

- take the tram to the stop Port Marianne
- take the bus number 131 to Palavas Les Flots. Here find the schedule

Schedule for the shuttle between Montpellier Port Marianne and Palavas les Flots

On Saturday, Sunday and legal holidays, since the 1st of June 2006 (s = only on Saturday) (Ligne 131)

**7h30s 8h30 9h30 11h30 12h30 14h30 15h30 16h30 17H00
17h30s 18h30 19h55s**

Schedule for the shuttle between Palavas les Flots (road station) and Montpellier Port Marianne

On Saturday, Sunday and legal holidays since the 1st of June 2006

**6h37s 7h52 8h52s 9h52s 10h52 13h52 15h22s 16h22 17h22
18h22 19h22**

.The schedule are valid from Monday to Thursday

-If you want to go to La Grande Motte:

you must take the tramway and stop at Port Marianne then take the bus number 106 to the direction of La Grande Motte- Aigues Mortes.

To have the schedule of the shuttle go on :

www.montp.inserm.fr/colloques2004/sne/plan.htm

• To Go Shopping:

- Géant, Avenue de Lodève: bus number 15 stop: Tonnelles

- Casino, Carrefour Trifontaine: bus number 16 stop: route de Ganges

- NORMA, Celleneuve, Bus number 7 stop: Celleneuve

PUBLIC TRANSPORT IN FRANCE

- **THE BUS** with the company Euroline or other regional companies: small prices but long trip.

- **THE TRAIN:**

- TER (regional trains):
- The TGV

We advise you to buy the 12-25 card, which enables you to have a reduction between 25% and 50% on your tickets

- **Sharing Car (Co-voiturage):**

See advertisements at school.

- **OTU voyages:**

agency which proposes you student tariffs (www.otu.fr)

HOW TO OPEN A BANK ACCOUNT

To open a bank account, the required documents are

- copy of your passport and visa
- an accommodation's certificate (rent contract or letter written by your renter)
- a school certificate (provided by Sup de Co)





SOCIETE GENERALE

OFFER TO STUDENTS UNDER 25 (25 INCLUDED):

- 66 euros offered for the opening of a bank account
 - 50 euros for the opening of a bank account
 - Pack Jeunes offered for 6 months ** :
Credit card + assistance in case of loss or stealing
- Reduced costs for bank transfers***

*Only for active bank account, it means three debit or credit movements in a month. Offer valid till the 31 December of 2006.

** Test period without costs

***See the conditions in the agency, on the condition that it is accepted

OFFER FOR STUDENTS OVER 25:

- 20 euros offered for the opening of a bank account
- Pack Jazz during 6 months****
- A free cheque from your bank

**** Offered during 6 months then 7,15€/months for your VISA credit card and 6,70€/ months for a national credit card

To benefit from this offer, take a document from
International Programs Office.

IMPORTANT PHONE NUMBERS IN CASE OF EMERGENCY

- The Police: 17
- Fire Brigade: 18
- Ambulance Service : 15
- Police station: 04/99/13/50/00
- Préfecture: 04/67/61/61/61
- Electricity or Gas Emergency:
0801/00/34/34
- CROUS: 04/67/41/50/00



WE WISH YOU

A GOOD STAY

in Montpellier !!



THE END