

Guide for foreign students in Grenoble english version





Hello! Welcome to student life in Grenoble!

Grenoble receives approximately 8000 foreign students each year. For this reason, the Eponyme association which manages Student Space Life has created API -le Pôle d'Intégration des Etudiants Etrangers (the Foreign Students Integration Centre).

In order to facilitate your steps before and during your stay in France, API has edited this guide in the form of **different themes downloadable in which you will find information, the suggestions and the contacts you need during the academic year.**

This first version tends to answer the most common questions, which will guide you and facilitate your steps throughout your stay in Grenoble. You will find the version 2008/2009 in **French, English, Chinese and spanish**. The next versions will be enriched and translated in other languages.

Information and figures accurate at the date of uploading this site may be updated (according to the application of new laws).

In the case of any questions, please contact the authority concerned.

Your comments and suggestions for improving and extending this guide would be most welcome : api@eve-grenoble.org

We hope you enjoy your stay and have a most pleasant memory.

API collaborated with the services, organizations and associations for foreign students, in order to meet your needs as well as possible.

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Committee of second reading: Grenoble Universities, International relations, EVE, CROUS, IntEGre, UNEF (commission for foreign students).

We thank all the people having taken part in the redaction of this guide.

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1. Before arriving in France



Here are some proposals for facilitating your steps at the time of your arrival in France. Think of it, it is important!

Visa

Of course you will need your passport as well as a visa to enter to France. To obtain a visa, it is necessary to address yourself to the consulate of France in your country of origin. Citizens of the EEA* and Switzerland are not required to hold a visa, the identity card is sufficient.

*European Economic Area:

Germany, Belgium, Cyprus, Denmark, Spain, Estonia, Finland, France, Greece, Hungary, Ireland, Iceland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Norway, Netherlands, Poland, Portugal, Czech Republic, the United Kingdom, Slovakia, Slovenia, Sweden.

Comparable country: Switzerland

Residence permit

It is important to gather all the **documents** for obtaining your residence permit. (See part "[3. Residence permit](#)")

Do not forget your **original birth certificate** accompanied by its **approved translation** (translations approved in Grenoble = 20 euros minimum per document). The translation is not necessary for the documents in English, German, Spanish and Italian.

It is not useful to carry out your medical control in your country of origin, since this one will not be recognized in France. The medical certificate must be executed by the ANAEM (Agence nationale d'accueil des étrangers et des migrations).

It is preferable to have at least ten **identity photos** at the time of your arrival. You will have to use them in various administrations and services.

Evidence of adequate financial support

The required level of financial resources is set by the Ministry of the Social Affairs, the Work and the Solidarity at approximately 430 euros per month. However, each consular service is free to refer to this sum or to require more at the time of the request for visa. In practice, a budget between 700 and 900 euros is more realistic. It is important to have a sufficient budget for your needs without putting your health or your studies in danger.

(See part "[7.4 Student Budget](#)") the individual who will provide support must furnish a signed statement of responsibility (following a model obtainable from the consular services of France in your country of origin).

Social health insurance known as *la Sécurité Sociale*

The medical insurance as "La Sécurité Sociale Etudiante" is obligatory in France. It provides reimbursement for health-related expenses. You enroll in this plan at the time you enroll at your academic institution (the annual cost of membership is approximately 192 euros). (See part "[5.1 Social security](#)")

If you are European or Swiss, you should ask for the European Sickness Assurance Card or provide insurance before your departure.

If you are from Quebec, you must get a form of the type: SEQ + # before your departure.

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2. Practical advices and warnings



Find housing

Living in Grenoble requires a certain budget. It takes time to find housing at a reasonable price, so we advise you to start your search as soon as possible. To rent an apartment, you have to pay a guarantee deposit apart from the need for a guarantor. The guarantor must be a resident from France or of any the European Union. (See part "[4.1 Tenant's rights](#)")

Rooms offered by the CROUS (Centre régional des oeuvres universitaires et scolaires) are very limited, so you should think of alternatives to find housing. You can get information from the CROUS during the year; some places may be available.

Financial aspect

The financial resources required by the consular authorities are not sufficient to be able to live even as students. (See part "[7.4 Student budget](#)")

The scholarships in French universities are not granted to foreign students. Nevertheless, the CROUS social services can help you on the basis of some criteria (see part "[8.7 The CROUS social services](#)").

Please plan your budget to have enough in order to avoid a precarious life or the need to ask for help to anyone.

Restrains related to "Short-term visa" - less than 6 months

If you are student from outside the European Union and you come to France for only one semester, your consular service will deliver you a student visa for 6 months, marked "no application for a residence permit". But with this type of visa, you will probably encounter difficulties if you wish to travel in Schengen space *. Please ask at your consular service for precise details before your departure. Besides, with this type of visa, you will probably have no rights for housing assistance from the CAF (Caisse d'allocations familiales).

*Countries in Schengen space: Austria, Belgium, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Italy, Latvia, Lithuania, Luxembourg, Malta, Norway, the Netherlands, Poland, Portugal, Slovakia, Slovenia, Spain, Sweden.

Choose the arriving days

Avoid arriving in weekend, since many services and administration offices are closed on Sunday... It is thus preferable to arrive weekdays.

For the smooth living of your stay

Please be vigilant for your belongings. In particular, do not leave your computers without monitoring. You'd better arrange them in a packsack rather than a satchel.

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3. Residence permit



3.1 A guide to the residence permit

Locality:

From **mid-September to mid-January**, the students enrolled in Grenoble must make their application in person at the **counter of the prefecture set up in EVE (Espace Vie Etudiant)** on campus.

From mid-January, you must apply to the **prefecture (Verdun place)** directly. Since this procedure does not need the appointment, it is always long to wait, so please prepare enough time in advance.

You can see parts "[3.2 First request of residence permit](#)" and "[3.4 Renewal of residence permit](#)". You will find the steps to submit your documents with the application at the counter of the prefecture in EVE.

Frequently requested documents:

You can get these documents by downloading them on the Web site of EVE (www.eve-grenoble.org/prefecture), presenting yourself at API (le Pôle d'Intégration des Etudiants Etrangers) on the 1st floor in EVE or in the reception hall of the prefecture.

Deadline for making appointments with EVE:

It is important to begin your application as soon as possible. Do not wait to make appointments on the Web at the time your visa is expired, because it may take a month of delay to process your file.

For newcomers, making medical appointments may take another two months.

Deadline for getting the residence permit:

The deadline for getting the residence permit is longer than before, since all the permit cards are only made in Paris.

For the renewal:

Following your application, you will receive a "Récépissé" (temporary residence permit) in approximately a week. You will get the final residence permit in approximately a month or a month and half.

For the first request:

Following your application, you will receive a "Récépissé" (temporary residence permit) in approximately a week. Once you get your récépissé, you should take your medical examinations. Then, with the results of these medical exams, you can obtain your final residence permit within 2 to 4 months.

If you wish to travel during the Christmas holiday, think of applying for the visa in September as quickly as possible.

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3. Residence permit



3.2 First request for residence permit

1. Make an appointment	2. Submit your files	3. Get the "récépissé"	4. Medical visits	5. Obtain the residence permit
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Fill out the "Request of Residence Permit" and "Request for Medical Control" and make an appointment via Internet to deposit your files:

- **Connecting** www.eve-grenoble.org from your home if it is possible
- **Or go to EVE (Espace Vie Etudiante) on the 1st floor**
- Seek information on precise details of the documents you must produce
- For all modifications (modification or cancellation of your appointments), you should go to EVE.

At the time you submit your files:

- Check your files: originals and photocopies
- Get a ticket at the reception
- Make two appointments for medical visit
- Deposit your files to the officer of the prefecture

At the time you get the "Récépissé" (temporary residence permit valid for 3 months):

- Show your passport
- Show the notification (yellow ticket)

Before having your final residence permit (valid for one year), you must have the medical exams by respecting the dates of the appointments. **With the result of your medical visit and the "Récépissé", you can obtain your final residence permit in the Prefecture (place VERDUN). A tax of 55 euros is required by OMI (Office des Migrations Internationales) or ANAEM (Agence national de l'Accueil des Etrangers et des Migrations).**

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First request for the student residence permit

(translation of the Prefecture's document)



You should obligatorily hold a **student visa** and produce the originals and the photocopies of the following documents.

No documents in foreign language will be accepted until all required documents are translated into French by a translator approved by the Court of Appeal.

1.Fill in the application form of residence permit.

Identity justification :

2. Passport with photocopies of the pages where appear: identity, number and validity and for the first request, provide the long stay visa for studies, marked "**voir ou solliciter la carte de séjour dès l'arrivée en FRANCE**".

3. Four identity photos dated within the prior 3 months, full-face, bareheaded, in color, size 35 x 45mm.

4. A birth certificate or a marriage certificate dated within the prior 3 months and family booklet if you have children or the judgement of the divorce.

Enrolment justification :

5. Student card delivered by **an establishment approved by the Ministry of National Education** or registration certificate in the University or preliminary registration certificate, waiting for the student card.

Then, according to the status :

- **For the secondary school** certificate dated, signed and stamped.
- **For the trainee students:** training period agreement dated, signed, stamped, mentioning the duration and nature of the training.
- **For the doctoral students:** produce the tutor certificate, explaining the objectives, the duration of the thesis and the defending date.
- **For the "filles au pair":** produce the student card and the original Au Pair contract (Accord) signed and certified by the DDTE (direction départementale du travail et de l'Emploi).

Accommodation justification :

6. Certificate of residence dated within the prior three months in ISERE(ex: lease agreement or rent receipt established by the leaser, electricity bill) and for the students: produce a statement of residence of the person housing you, his ID card and the justification of the residence.

Medical formalities :

7. Request for the application form of the medical visit which is made only in the first year.

To get your residence permit, please provide us the document marked "taxe perçue à l'occasion de la délivrance du premier titre de séjour" (tax paid at the time of the withdrawal of the residence permit) furnished by l'OMI and the notification of medical examination on which you should stick OMI fiscal stamp to the value of 55 euros (220 euros for the spouses of the students). Students from the EU and Algerian citizens are exempted of buying this stamp.

NB: OMI fiscal stamp can be bought at the prefecture or in the "Trésor Public".

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**TOUTES NATIONALITES SAUF RESSORTISSANTS D'UN ETAT DE L'UNION
EUROPEENNE, de l'ESPACE ECONOMIQUE EUROPEEN
ET DE LA CONFEDERATION SUISSE**

PREMIERE DEMANDE ETUDIANT -FIRST CARD STUDENT

Vous devez obligatoirement être en possession d'un visa étudiant et produire les originaux et les photocopies de toutes les pièces traduites en langue française.

- L'imprimé de demande de titre de séjour à remplir

JUSTIFICATIFS D'IDENTITE

- Passeport + photocopies des pages d'identité, du numéro, de sa validité, de la date d'entrée en France et le visa long séjour étudiant
- 4 photographies d'identité couleurs (3.5 par 4.5 cm) de face et tête nue, sur fond blanc, datant de moins de 3 mois.
- Acte de naissance portant la filiation ou acte de mariage de moins de 3 mois portant la filiation + livret de famille si enfants

JUSTIFICATIFS D'INSCRIPTION :

Dans tous les cas produire :

- Carte d'étudiant ou inscription ou pré-inscription à l'Université ou dans un établissement conventionné (en attendant la carte d'étudiant)

En outre, selon le cas produire :

Pour l'enseignement secondaire :

- Certificat de scolarité daté, signé, tamponné

Pour les thésards :

- A partir de la troisième année de thèse, produire la lettre de votre directeur indiquant le sujet traité, la progression des recherches et la date probable de votre soutenance

Pour les stagiaires :

- Convention de stage tripartite (employeur/stagiaire/établissement) datée, signée et tamponnée, mentionnant la nature et la durée effective du stage

Pour les étudiants inscrits dans les écoles privées :

- Produire une attestation de l'école précisant le nombre d'heures et les cours suivis
- Attestation de l'école privée justifiant son agrément auprès du ministère de l'Education Nationale

Pour les jeunes filles au pair :

- En plus de la carte d'étudiant, joindre l'original de l'accord de placement au pair original visé par la DDTEFP (Direction départementale du travail, de l'emploi et de la formation professionnelle)

JUSTIFICATIFS DE DOMICILE (de moins de 3 mois)

- Domicile personnel : une quittance de loyer établie par une régie immobilière ou une attestation de location signée par le particulier loueur (ainsi qu'une copie de sa pièce d'identité (CNI, titre de séjour) et de la dernière taxe foncière du logement loué) ou une facture EDF/ GDF, France Télécom (fixe ou portable) ou un contrat d'assurance habitation ou une attestation de résidence universitaire.
- Hébergement par un particulier : une attestation sur l'honneur d'hébergement du logeur, un justificatif de domicile de ce dernier (quittance EDF ou GDF de moins de 3 mois ou contrat d'assurance habitation) et une copie de sa pièce d'identité (CNI ou titre de séjour)
- Hébergement dans un foyer : Attestation du directeur du foyer

FORMALITES MEDICALES

- Demande de contrôle médical

Lors de la remise du titre, nous remettre le document intitulé « taxe perçue » à l'occasion de la délivrance du premier titre de séjour » joint par l'ANAEM avec le certificat de contrôle médical et sur lequel vous aurez apposé le timbre OMI de 55 euros. Les ressortissants de nationalité algérienne sont dispensés de timbre OMI.

NB : le timbre OMI peut être acheté à la régie en préfecture ou dans une perception (Trésor Public).

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Identification de l'autorité qui reçoit la demande

N° 20.3243

DEMANDE DE TITRE DE SÉJOUR

Numéro de classement du dossier -

LE DEMANDEUR

Première demande C

Duplicata D

Modif. d'état civil S

Renouvellement R

Mariage-Divorce M

Autres modif. N

Nom de naissance

Nom d'Épouse
(s'il y a lieu)

Prénoms
au complet

Sexe M F

Né(e) le

J M A

à Ville ou commune

Code pays

Nationalité

Code nationalité

Domicile
France

N° Nature de la voie Nom de la voie

Code postal

Ville ou commune

Chez

Père Nom

Prénoms

Mère Nom
de naissance

Prénoms

vosre Situation de famille

Célibataire C

Marié(e) M

Veuf(ve) V

Divorcé(e) D

Conjoint(e) (s'il y a lieu)

Nom
de naissance

Prénoms

Nationalité

Code

Résident en France O N

Nature du
titre de séjour

N°

Enfants

Total

Français

Nés en France

Résidents

mineurs (nombre)

Signature du demandeur (1)

LE TITRE DE SÉJOUR

Titre informatisé
(s'il y a lieu)

N°

Ancien résident (interruption de séjour)

OUI O NON N

Entrée en France

Date J M A

Condition normale N

Régularisation R

Carte délivrée

Nature

Valable du

J M A

au

J M A

Dépôt de la demande le

J M A

Le droit d'accès aux informations prévu par la loi n° 78-17 du 6 janvier 1978 relative à l'informatique, aux fichiers et aux libertés s'exerce auprès de la préfecture de la résidence du demandeur conformément à l'article 6 du décret du 29 mars 1993 portant création d'un système informatisé de gestion des dossiers des ressortissants étrangers en France. En cas de refus de fournir les informations susmentionnées, l'administration ne pourra établir le titre sollicité. Toute fausse déclaration est passible des peines d'emprisonnement et d'amende prévues par les articles 441-6 et 441-7 du nouveau Code pénal.

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Document 2

Date de dépôt : Références du bureau : ETUDIANTS Tél. 04.76.60.34.61	 PRÉFECTURE DE L'ISÈRE
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**DEMANDE DE CONTRÔLE MEDICAL
EN VUE DE LA DELIVRANCE D'UN PREMIER TITRE DE SEJOUR
A REMPLIR EN LETTRES MAJUSCULES SVP**

Nom de naissance :	
Prénom :	
Nom d'épouse s'il y a lieu :	
Date de naissance :	
Lieu de naissance :	
Nationalité :	
Sexe (F ou M)	
Situation de famille :	<input type="checkbox"/> Célibataire - <input type="checkbox"/> Marié(e) - <input type="checkbox"/> Divorcé(e) - <input type="checkbox"/> Veuf(ve)
Date d'entrée en France	
Adresse en France :	

Document 3

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3. Residence permit



3.3 Medical visit

When depositing **your request form** at the counter of the prefecture in **EVE** (request for residence permit), **two appointments will be made: one for the medical general examination and the other for the pulmonary radiology.**

A notification form (see [document #4](#)) will be given to you, indicating the date, the time and the place of your medical examinations.

Remember: on the day of the medical examination, you will have to show the notification, your passport and the "Récépissé" (temporary residence permit).

These appointments are obligatory for obtaining your residence permit.

You will receive a document of the ANAEM, which states in the title: **"Tax collected upon delivery of first residence permit"** (see [document #5](#)).

This document is **to be shown** at the time of obtaining the residence permit in the prefecture. A **55 euros tax stamp (OMI or ANAEM) must have been put on it.**

This stamp can be bought directly at the prefecture or in a "tobacconist's shop – "Tabac" (ex: on Campus, Tram B, stop "University Libraries").

Particular cases: the natives of the European Union and Algeria are exempted of the stamp OMI.

Following your **medical examination, two sheet results** will be handed to you (see [document #6](#)) and as for the pulmonary radiology test, only one sheet result will be provided to you (see [document #7](#)).

The sheet **"medical certificate" with the mention "recipient: Prefecture"** should be **shown at the prefecture at the time of obtaining** of your residence permit.

Keep the two other sheets of results.

On the day of withdrawal of the residence permit in the prefecture, you must present:

- The **document of the ANAEM:** "Tax collected upon delivery of first residence permit" ([document #5](#))
- The **sheet "medical certificate" with the mention "recipient: Prefecture"** ([document #6](#))
- The « **Récépissé** »
- The **passport**

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► **CENTRE DE SANTÉ**

N° FINESS 380804690

Grenoble, le



Nom
Prénom
Adresse

Téléphone
Mail

Objet : Visite médicale obligatoire

N° de dossier :

Date de naissance :

Madame, Monsieur,
Afin de recevoir votre titre de séjour en France, vous devez, conformément à la réglementation en vigueur, effectuer une visite médicale complète.

En conséquence, nous vous demandons de vous rendre aux **DEUX (2) convocations OBLIGATOIRES** ci-dessous et de respecter vos dates et horaires de rendez-vous.

ATTENTION : AUCUN RENDEZ-VOUS NE SERA MODIFIÉ PAR TÉLÉPHONE

Le	<u>Radio Pulmonaire</u>	Le	<u>Visite médicale</u>
	Lieu : SAINT MARTIN D'HERES Parking Centre de Santé Inter Universitaire 180 rue de la piscine		Lieu : GRENOBLE Centre de Santé Inter Universitaire 5 rue d'Arsonval - (2 ^{ème} étage)
	<i>Tram B, arrêt « Les Tailées » Tram C arrêt « Hector Berlioz »</i>		<i>Tram A ou B, arrêt « Gares »</i>

Le jour de la visite médicale, vous devez vous présenter avec :

- la présente convocation
- votre passeport
- votre récépissé de demande de titre de séjour
- votre carte d'étudiant
- votre carnet de vaccination et carnet de santé
- vos comptes-rendus d'hospitalisation
- vos lunettes de vue et/ou verres de contact

Veillez agréer, Madame, Monsieur, nos sincères salutations

Michel ZORMAN
Médecin-Directeur

GRENOBLE UNIVERSITÉS • CENTRE DE SANTÉ
180, rue de la Piscine • BP 73 • DOMAINE UNIVERSITAIRE • 38402 ST MARTIN D'HERES CEDEX • FRANCE • TÉL. 04 76 82 40 70 • FAX 04 76 82 40 71
5, rue d'Arsonval • BP 187 • 38019 GRENOBLE CEDEX • FRANCE • TÉL. 04 76 57 50 90 • FAX. 04 76 57 44 58
E-MAIL : centre.de.sante@ujf-grenoble.fr
E-MAIL résultats d'examens : examed@ujf-grenoble.fr

www.grenoble-universites.fr

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Document 4

GRENOBLE, le 25 septembre 2006

ANAEM
Délégation régionale de GRENOBLE
76 rue des Alliés
38100 GRENOBLE

Tél.: 04.76.40.95.45

TAXE PERCUE A L'OCCASION DE LA DELIVRANCE DU PREMIER TITRE DE SEJOUR

- Article 133 de la loi n°2002-1575 du 31 décembre 2002 -
- Décret n° 2003-356 du 17 avril 2003 -

Monsieur,

Vous avez sollicité, auprès de la préfecture de votre département de résidence, la délivrance d'un premier titre de séjour en France.

En application de l'article 1635-0 bis et de l'article 344 quinquies A du code général des impôts, vous êtes redevable, compte tenu des informations fournies, d'une taxe instituée au profit de l'Agence Nationale de l'Accueil des Etrangers et des Migrations d'un montant de 55,00 €.

Cette taxe est acquittée au moyen de timbres mobiles, d'un modèle spécial à l'Agence Nationale de l'Accueil des Etrangers et des Migrations (1).

Le versement de cette taxe conditionne la délivrance de votre titre de séjour.

Lorsque vous vous présenterez à la préfecture de votre département, pour obtenir votre titre de séjour, il vous appartiendra de remettre ce document revêtu des timbres OMI ou ANAEM correspondant à la valeur demandée.

Veuillez agréer, Monsieur, l'expression de mes salutations distinguées.

Le Délégué de l'ANAEM

Collez le timbre (OMI ou ANAEM) ci-dessous



NOM :
Prénom :
N° de dossier ANAEM :

(1) : Les timbres OMI ou ANAEM, sont en vente dans les recettes des impôts, dans les trésoreries du Trésor Public, dans les régies de recettes des préfectures ou chez les burocrates habilités.

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Délégation Régionale de GRENOBLE
Parc de l'Alliance
76, rue des alliés
38100 GRENOBLE

CERTIFICAT DE CONTROLE MEDICAL

Dossier N° : -
Procédure : 01-Autre Etranger
Référence Préfecture :
Nom :
Prénom :
Né le :
Nationalité :

Remplit les conditions sanitaires pour être autorisé à résider en France.

Le médecin,

Date

Vu, le Délégué Régional,

CHRISTIAN CHOQUART

Destinataire : Préfecture

OMI - IC7

Document 6

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sc 181
Grenoble, le 23/06/2006

Direction
de la santé
et de l'autonomie

Service des maladies
respiratoires

-poste 5226
CDS/MFGB/BM

DRS DUBEY/ROBERT
CSIU
5, rue d'Arsonval
38000 GRENOBLE

CERTIFICAT MEDICAL

Entreprise : CSIU - ST MARTIN D'HERES

Radio N° :

Résultat :

Docteur Marie Françoise GIRARD BLANC
Pneumologue *M. Blanc*

FICHE DE LIAISON

(à retourner au service une fois complétée)

REPOSE DU MEDECIN DU TRAVAIL :

- Image connue :

- Examen complémentaire demandé :

CADRE RESERVE AU MEDECIN PNEUMOLOGUE DU SERVICE, si réponse éventuelle)

®

Adresse postale : Hôtel du Département - 7, rue Fantin-Latour - BP 1096 - 38022 Grenoble Cedex 1
Bureaux : Centre départemental de santé - 23, avenue Albert 1^{er} de Belgique - 38000 Grenoble - tél. 04 76 12 12 81 - fax 04 76 12 12 96 - pre@cg38.fr

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Document 7

3. Residence permit



3.4 Renewal of residence permit

1. Make an appointment	2. Submit your files	3. Get the "Récépissé"	4. Obtain the residence permit
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You fill out the "Request for Residence Permit" and "Information Relating to the Academic Course since the Arrival in France" and make an appointment via Internet to submit your files:

- **Connecting** www.eve-grenoble.org from your home if it is possible
- **Or go to EVE (Espace Vie Etudiante) on the 1st floor**
- Seek information on precise details of the documents you must produce
- For all modifications (modification or cancellation of your appointments), you should go to EVE.

At the time you submit your files:

- **Check your files:** originals and photocopies
- **Get a ticket at the reception**
- **Deposit your files** to the officer of the prefecture

At the time you get the "Récépissé" (temporary residence permit valid for 3 months):

- **Show your passport**
- **Show the notification** (yellow ticket)

On the day of the **withdrawal of your residence permit**, you must present yourselves in EVE (with yellow ticket) or at the prefecture (with white ticket): you should absolutely present your "Récépissé" and your old residence permit.

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Renewal of the residence permit

(translation of the Prefecture's document)



The renewal of the student residence is based on "the seriousness and reality" of the studies as well as the financial resources. Please produce the originals and the photocopies of the following documents. No documents in foreign language will be accepted until all required documents are translated into French by a translator approved by the Court of Appeal.

1.Fill in the application form of residence permit.

Identity justification :

2. Copy of last residence permit card.
3. Passport with photocopies of the pages where appear: identity, number and validity.
4. Four identity photos dated within the prior 3 months, full-face, bareheaded, in color, size 35 x 45mm.
5. A birth certificate or a marriage certificate from the country of origin or a judgement of the divorce.

Enrolment justification :

6. Student card (correspondence courses give no right for getting any types of residence permit) delivered by **an establishment approved by the Ministry of National Education** or registration certificate in the University or preliminary registration certificate, waiting for the student card.

Then, according to the status :

- **Secondary school** certificate dated, signed and stamped.
- **For the trainee students:** training period agreement dated, signed, stamped, mentioning the duration and nature of the training.
- **For the doctoral students:** produce the tutor certificate, explaining the objectives, the duration of the thesis and the defending date.
- **For the "filles au pair":** produce the student card and the original Au Pair contract (Accord) signed and certified by the DDTE(direction départementale du travail et de l'Emploi).

Accommodation justification :

7. Certificate of residence dated within the prior three months in ISERE (ex: lease agreement or rent receipt established by the leaser, electricity bill) and for the students : produce a statement of residence of the person housing you, his ID card and the justification of the residence.

Resource justification :

8. Justification of annual resources:5000€ for all year, 430€ per months.
- Work contract with last 12 monthly salary listings and a work permit (except for those in exempted countries- see the list)
 - Certificate of grant(scholarship) or certificate of resources delivered by your embassy
 - Or a bank certificate indicating the sums of money and the frequency of deposit in the straight current account (compte courant) and the last 3 monthly bank statements showing that you were in receipt of at least 430 euros a month in a French bank account.
 - Or a statement of commitment written by the guarantor: (last tax notice, last 3 monthly salary listings, a bank certificate showing the regular deposit.)

University curriculum's justification :

9. In all cases of renewal of student residence permit: fill out the form regarding the university curriculum and provide the school report and diplomas.

10. For the student repeating the courses or changing the orientation : produce an explicative letter about the changing of orientation, marks and prior diplomas.

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**TOUTES NATIONALITES SAUF RESSORTISSANTS D'UN ETAT
DE L'UNION EUROPEENNE, DE L'ESPACE ECONOMIQUE EUROPEEN
ET DE LA CONFEDERATION SUISSE**

RENOUVELLEMENT ETUDIANT- RENEWAL STUDENT

Le renouvellement du titre est subordonné à la réalité et au sérieux des études ainsi qu'au montant des ressources.

Produire les originaux et photocopies de toutes les pièces traduites en langue française.

- L'imprimé de demande de titre de séjour et la copie de l'ancien titre de séjour**

JUSTIFICATIFS D'IDENTITE

- Passeport + photocopies des pages d'identité, du numéro, de sa validité
- 4 photographies d'identité couleurs (3.5 par 4.5 cm) de face et tête nue, sur fond blanc, datant de moins de 3 mois.
- Acte de naissance portant la filiation ou acte de mariage de moins de 3 mois portant la filiation + livret de famille si changement de département.

JUSTIFICATIFS D'INSCRIPTION :

Dans tous les cas produire :

- Carte d'étudiant ou inscription ou pré-inscription à l'Université ou dans un établissement conventionné (en attendant la carte d'étudiant)

En outre, selon le cas produire :

Pour l'enseignement secondaire :

- Certificat de scolarité

Pour les thésards :

- A partir de la troisième année de thèse, produire la lettre de votre directeur indiquant le sujet traité, la progression des recherches et la date probable de votre soutenance

Pour les stagiaires :

- Convention de stage tripartite (employeur/stagiaire/établissement) datée, signée et tamponnée, mentionnant la nature, la durée effective du stage

Pour les étudiants inscrits dans les écoles privées :

- Produire une attestation de l'école précisant le nombre d'heures et les cours suivis
- Attestation de l'école privée justifiant son agrément auprès du ministère de l'Education Nationale

Pour les jeunes filles au pair :

- En plus de la carte d'étudiant, joindre l'original de l'accord de placement au pair original visé par la DDTEFP (Direction départementale du travail, de l'emploi et de la formation professionnelle)

JUSTIFICATIFS DE DOMICILE (de moins de 3 mois)

- Domicile personnel : une quittance de loyer établie par une régie immobilière ou un bail signé avec un particulier (ainsi qu'une copie de sa pièce d'identité (CNI, titre de séjour) et de la taxe foncière du logement) ou une facture EDF/ GDF, France Télécom (fixe ou portable) ou un contrat d'assurance habitation ou une attestation de résidence universitaire.
- Hébergement par un particulier : une attestation sur l'honneur d'hébergement du logeur, un justificatif de domicile de ce dernier (quittance EDF ou GDF de moins de 3 mois) et une copie de sa pièce d'identité (CNI ou titre de séjour)
- Hébergement dans un foyer : Attestation du directeur du foyer

JUSTIFICATIFS DE RESSOURCES : elles doivent être d'un montant de 5 000 € sur une année soit 430 € par mois

- Une attestation de bourse relative à l'année scolaire en cours
- Ou une attestation bancaire indiquant le montant et la fréquence des versements sur un compte courant
- Une caution écrite d'une personne, avis d'imposition du garant, 3 dernières fiches de salaire, attestation de sa banque prouvant le versement régulier à l'étudiant
- Un contrat de travail et les bulletins de salaire reçus sur les 12 derniers mois.

JUSTIFICATIFS DU CURSUS SCOLAIRE OU UNIVERSITAIRE :

- Dans tous les cas**, remplir le tableau relatif au cursus universitaire et produire tous les relevés de notes et les diplômes des années précédentes
- Vous changez d'orientation**, produire une lettre explicative de votre changement de filière et tous les relevés de notes et les diplômes des années précédentes

Mise à jour le 24/06/2008

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RENSEIGNEMENTS RELATIFS AU CURSUS SCOLAIRE ET UNIVERSITAIRE DEPUIS L'ARRIVÉE EN FRANCE

Je soussigné

NOM - PRÉNOM

DATE d'ARRIVÉE EN FRANCE :

Certifie sur l'honneur les informations portées ci-dessous par mes soins relatives à mon cursus d'études en FRANCE.

ANNÉES	ETUDES SUIVIES	RESULTATS	DIPLÔME (S) OBTENU (S)
20.. /20..			

SPECIMEN

Document 10

Fait à _____ le _____

**Signature du demandeur
du titre de séjour**

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3. Residence permit



3.5 Where and when to obtain your "Récépissé" or your residence permit

The day when you submit your application for the permit, the officer of the prefecture will give you one or several tickets indicating the date and the place to obtain your "Récépissé" and your residence permit:

The yellow ticket (see the form below) enables you to get your "Récépissé" or the residence permit in EVE on each Friday between 8:30a.m. and 11:30a.m.

Retrait des récépissés ou titre de séjour :
le vendredi.....
de 8h30 à 11h30
A l'Espace Vie Etudiante (**EVE**)

The white ticket (see the form below) enables you to get your residence permit at the Prefecture (Place de Verdun) between 1:30p.m. and 3:30 p.m.

**Retrait des titres étudiants les après-midi de
13h30 à 15h30
dans le Hall de la Préfecture
Place de Verdun-38000 GRENOBLE**
A partir du campus, prendre le tramway ligne B
jusqu'à l'arrêt Hubert Dubedout – Maison du
Tourisme, puis le tramway ligne A direction Denis
Papin jusqu'à l'arrêt Verdun

CAUTION !

- To obtain your "Récépissé", you must have your passport with you.
- To obtain your residence permit, you must have both your "Récépissé" and your old residence permit with you.
- Do not forget to submit the documents missing in your files if it is necessary.

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3. Residence permit



3.6 Return to the country of origin before obtaining the residence permit

If you must return to your country of origin before obtaining your residence permit, we suggest you to read the information mentioned below before your departure. If your visa is expired, you are likely to have your access denied at the frontier at the time of your return. You will have to make a new request for visa in your consular service.

In the case of the first request for the residence permit:

When a student holding the "Récépissé" (waiting for his residence permit) must imperatively return to his country of origin, it is possible that the prefecture gives him a **visa of return** by justifying the reasons of the travel.
(in the case of the expired visa)

For this request, it is necessary to address to the prefecture with:

- A document proving the reasons of departure (serious illness or death of a member of the family, professional reasons...)
- An identity photo
- A photocopy of the "Récépissé"
- The passport
- 6 euros

In the case of the renewal of the residence permit:

A student can travel between France and his country of origin with the "Récépissé" and the old residence permit.

Attention:

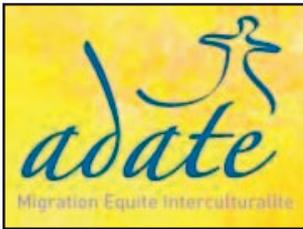
Certain countries refuse these conditions. Please double-check with proper authorities before your departure in order to avoid complications at the time of your return in France; otherwise, you will have to make a new request for visa at your consulate.

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3. Residence permit



3.7 Document translation



If you need a legal translation in French for your official documents, for instance, the birth certificate or the driving license, you may contact the ADATE (Association Dauphinoise Accueil Travailleurs Etrangers).

This association proposes a translation service and interpretation in 22 languages.

The translation of the document costs 20 euros and a reduction of 10% is available to foreign students.

ADATE
Association Dauphinoise Accueil Travailleurs Etrangers

5, place Sainte-Claire
38000 Grenoble
Tel. 04 76 44 92 70
e-mail: traduction@adate.org
(Tram B stop « Sainte-Claire / Les Halles »)

Office hours at API in EVE
(dates and schedules to be defined)

Certain documents may not be approved by the ADATE, you may contact a translator from the Court of Appeal in Grenoble. To obtain the list of the translators, consult the site of the Court of Appeal in Grenoble:

www.ca-grenoble.justice.fr/c8-12.php#intraduc

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3. Residence permit



3.8 Diplomatic representatives in Grenoble

	Consulat d'Algérie 6, chemin du commerce 38100 Grenoble Tel. 04 76 54 30 18
	Consulat de Grèce 9, rue de la Liberté 38000 Grenoble Tel. 04 76 47 39 23
	Consulat d'Italie 47, av. Alsace-Lorraine 38000 Grenoble Tel. 04 76 46 15 68
	Consulat Royal de Norvège 12, rue Pierre Sépard (c/o Grenoble Ecole Management) BP 127 38003 Grenoble Cedex 1 Tel. 04 76 70 62 23
	Consulat de San Marin 10, rue de Belgrade 38000 Grenoble Tel. 04 76 46 36 82
	Consulat Honoraire de Slovaquie Maison de l'International Parvis des droits de l'homme Jardin de Ville - 38000 Grenoble Tel. 04 76 00 76 80
	Consulat de Tunisie 4, rue Alexandre 1er de Yougoslavie 38000 Grenoble Tel. 04 76 43 26 01
Representatives in Lyon: Algerie, Germany, Austria, Benign, Brazil, Burkina Faso, Canada, Ivory Coast, Denmark , the United States, Finland, Great Britain, Greece, Italy, Luxembourg, Madagascar, Morocco, Mexique, Netherlands, Poland, Portugal, Slovakia, Czechoslovakia, Thailand, Tunisia, Turkey, Yugoslavia.	

Find the addresses of consulates in Lyon on:

http://www.grenoble.fr/jsp/site/Portal.jsp?page_id=514

Find the complete list of the embassies and the consulates on:

www.expatries.diplomatie.fr/default.aspx?SID=12292

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4. Housing



4.1 Tenant's rights

In order to avoid some traps, you should know the following essential information before signing a lease agreement. In France, the lease agreement protects not only the tenant, but also the owner.

To sign a lease agreement: the lease

The lease is the contract which proves that you rent your housing legally. You will have to sign the lease with the owner in which the following should be clearly stated:

- the effective date and the duration (it is generally for 3 years, and 1 year for the furnished rentals)
- the designation and description of housing
- the rental price
- the modes of payment
- any extra monthly costs or "charges"
- the guarantee deposit

The lease must be established in **2 specimens**, and must obligatorily be signed by the tenant (you) and the leaser (owner or rental agency).

Making the "Etats des Lieux"/inventory of fixtures:

This document is drawn up between the owner and tenant in which the general condition of the apartment and its equipment should be clearly described. It is obligatory. Anything in bad shape or in need of repair should be noted on this document (dripping taps, floor stains, opening of the windows, the hygiene, the furniture and the electrical connectors...)

All the degradations not announced or carried out during the use of the housing will be taken from the guarantee deposit. The "Etats des lieux" will be useful in case of litigations.

The "Etats des lieux" must be dated and signed by two parts (you and the owner or the rental agency) and established in 2 specimens (the original is for you). Note the statement of the electricity and gas and transmit to GEG (residents in Grenoble) or EDF/GDF (residents in other communes).

The guarantee deposit/caution:

The guarantee deposit is an amount of money which cannot exceed 2 months' rent and must be returned to the tenant within 2 months maximum after the departure.

Normally, it should not be deposited in the bank, but many owners and agencies do not obey to this rule. On the other hand, this sum is refunded at the end of the lease term if the property is left in good condition, as defined in the lease.

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4. Housing



The guarantor:

When signing a lease, the owner can require a third person to undertake in writing to pay any rent that you are unable to pay. The guarantor must be resident in the European Union, and must apply to certain criteria (not to be student, have incomes of at least 950 euros per month...).

The rent receipt:

After each payment, a rent receipt must be given to you. This document proves that you paid your rent. It will be asked for any request of the housing allowance. If you need them, do not hesitate to ask for your owner. The rent receipt must be provided freely.

Rental costs or "charges":

They are the expenses of guarding, cleaning, water and heating. They are generally regulated in addition to the monthly rent. The amount of the charges must be specified in detail in the lease by the owner. They can vary from one year to another.

Certain residences have collective supplies like the heating, cold water, sometimes hot water. In this case, this expenditure will be included in your monthly rental price.

Housing tax:

You will pay the housing tax (rates) once a year. You are subject to this tax the place occupied as of January 1 of each year. You will receive a letter of the Tax office specifying you the payment of the tax as well as the address of the treasury in charge. Respect the deadline of payment, because beyond this date, your tax will be raised by 10% in addition of the other charges. Do not forget to pay it before your departure of France, address yourself to the Tax office.

If you live in the university residence halls or if you rent a room in a personal residence, you will not pay this tax. It is possible to avoid paying it by making a request in the Tax office and by justifying your incomes.

Housing insurance:

Housing insurance is compulsory to cover the tenant's risks (fire or water damage...) and natural disasters (storms, floods). This insurance is often called "multi-risk renter's insurance". A document in proof will be required by the owner. This insurance not only protects accommodation but also the tenant. If the tenant causes an accident or hurts somebody, even out of his housing, it will be the "Civil liability insurance"(damage to a third party).

The "mutuelles étudiantes" propose you the insurance "multi-risk renter's insurance" at advantageous prices. You can also subscribe this insurance in private companies or banks. Beware! According to the types of insurances, the risks covered are not the same, you should pay attention to the contracts suggested.

In the event of theft, you should obligatorily report to the police and do not touch anything before the authorization. Then it is necessary to make a statement in your insurance company.

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4. Logement



Departure and notice:

To terminate a contract, it is necessary to send a notice by the registered letter with acknowledgment of the delivery (between 1 and 3 months) before leaving.

The owner can terminate the contract only if the tenant does not respect his obligations (do not pay the rents, no insurance...). The owner must justify the reason for the resumption of the housing and must give a notice of 6 months before the expiry of the lease.

Decency:

The housing must apply to certain criteria, at least a kitchen with cold and hot water, sufficient heating installation and no danger..

The housing surface must be 9m² minimum for a single person and 16m² for a couple.

In case of the problems:

CLCV (Consommation Logement et Cadre de Vie) is a national association representing the tenants and joint owners. It proposes information, advices or an accompaniment (to avoid the traps of certain contracts, engage in all causes and prevent or seek a solution in a situation of litigation between tenant and owner..).

Contact:



CLCV 38 **Consommation Logement et Cadre de Vie**

31, rue Alfred de Musset
38100 Grenoble
Tel. 04 76 22 06 38
e-mail: clcv@wanadoo.fr
www.clcv.org

Espace Vie Etudiante au pôle API
(dates and schedules to be defined)

Other organizations of defense of the tenants exist on Grenoble such as:

- la Confédération Nationale du Logement

(CNL 38, e-mail: cnl@free.fr, web site: www.lacnl.com)

- le Pact de l'Isère (e-mail: pact.isere@libertysurf.fr)

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4. Housing



4.2 Financial assistances for housing

The financial assistances for housing are proposed by CAF (la Caisse d'Allocations Familiales) of Grenoble. These assistances are often referred to as ALS (Allocation de Logement Sociale) or APL (Aide Personnalisée au Logement).



You can file your request by downloading the documents from the web site of the CAF (www.caf.fr), or by using the workstations connected to the CAF website available on the 1st floor in EVE (Espace Vie Etudiante). At the API (le pôle d'intégration des étudiants étrangers), CAF advisors are available to help and inform. Before your request, you can find some information on the web site of the CAF or from its workstations.

You can obtain your financial assistance within 4 to 6 weeks.

To know the conditions of the attribution and the aid to fill out your files, please see part "4.3 Information on housing assistance of the CAF".

You should submit the following documents with your application:

- A photocopy of the identity card or passport
- A photocopy of the residence permit (for the students from outside the European Union)
- The bank account number (not necessary for the residence halls of the CROUS)

To obtain information:

08 20 25 38 10 (special #)
www.caf.fr

To send the file:

CAF de Grenoble
3, rue des Alliés
38051 Grenoble Cedex 9

Office hours:

Monday to Friday 8:30a.m.-4:30p.m.

The CAF in Grenoble:

3, rue de Belgrade
38000 Grenoble

Office hours:

Monday to Friday 9:30a.m.-5:30p.m.

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4. Housing



4.3 Information on housing assistance of CAF

Filing your request

Conditions required:

If you have already registered in the CAF of Grenoble or of another area, you must provide your allowance number and your confidential code. You do not need to provide all the supporting documents, since this information will be already known in the CAF.

For the first registration in the CAF, you should submit the documents proofing your identity with your application (copy of the passport or the residence permit), a bank account number (RIB) if necessary.

Nationality:

The students from outside the EEA* and Switzerland must hold a residence permit. The "Récépissé" (temporary residence permit) does not allow the opening of the right to housing assistance (the official residence permit is necessary), however you can make your request to the CAF without waiting and provide your residence permit as soon as you receive it.

Students coming for one semester and provided with a long term student visa for 6 months, being marked "temporarily exempt from holding a residence permit", have no help to housing.

***European Economic Area:** Germany, Belgium, Cyprus, Denmark, Spain, Estonia, Finland, France, Greece, Hungary, Ireland, Iceland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Norway, Netherlands, Poland, Portugal, Czech Republic, the United Kingdom, Slovakia, Slovenia, Sweden.

Comparable country: Switzerland

Your **resources** of the previous year will be required (wages, research grants, alimentary pension and other incomes).

The exchange students are not considered as grant holders.

Do not register the **social health insurance number**, just mark your nationality.

When answering the question "Since when have you begun your studies? ", you should indicate the date on which you began your studies at the university in your country of origin.

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4. Housing



Addition information

Delivery date: The month following the payment of the 1st rent.

Closing date: The month when leaving the housing.

For the students who leave their housing for the summer but return back for the re-entry: The resumption of the right is done as of the month of return in housing without new request.

Payment of the allowance:

If it concerns of private sector rentals, low cost flats (HLM) or residence halls offered by the CROUS, the payments will be carried out directly by the organizations or owners. You do not have to fill in the form with your banking information. For the university residence halls, the certificate of the owners must be made by the secretariat of your residence.

In the other cases, the student can receive the payments by presenting a bank account number (RIB or fill out the "Request of direct payment at the rental agency" and provide a bank account number in the name of the owner.

The lease and the "**Récépissé**" must be in the name of the student who makes the request.

"**Colocation**" is the housing shared by several people who are not in couple. The joint tenants must either Co-sign the same lease, or sign several leases. The applications for the allowances will be distinct. The amount of the assistance will be calculated by taking account of rent and of the incomes of the student.

Types of financial assistances

Allocation Logement Social - ALS

This assistance concerns all the students (tenants, subtenants) and the owners. The contract is drawn up in the name of the occupant.

Aide Personnalisée au Logement - APL

This assistance concerns the housing with an APL convention (convention between its owner and the State). The reduction varies according to several criteria: resources, the family situations, the place of residence and the amount of rent. The allowance will be paid from the 2nd month of the rent. It can be 50 to 150 euros.

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4. Housing



4.4 Access to university residence halls managed by CROUS (Centres Régionaux des Oeuvres Universitaires et Scolaires)

For individual students

For the foreign students who do not belong to exchange programs, the request is made in the Foreign students reception centre (AEE) at the housing centre of the CROUS.

You can establish your file of request for housing, accompanied by a letter of acceptance in a university of Grenoble.
This mail should be addressed to:

Pôle logement
351, allée Hector Berlioz
Domaine Universitaire
B.P.84
38402 St-Martin-d'Hères

Following this mail, you will receive an **information sheet** accompanied with the **documents requested**: photocopy of the student card and the passport, the certificate of the scholarship and the schooling in France or abroad in the previous year.

Advices:

- The foreign student reception service does not deliver the application for students who do not hold the documents justifying the inscription in an academic establishment.

For the short term stay -> "PASSENGER"

For the short stay **within the academic year**, for example, a training course in an establishment or in a research laboratory (except exchanges), you can make a request for the short term stay in "Passenger" service of the housing centre. The request must be done approximately a month before the effective date of the arrival. You must submit the student card and the letter of acceptance of the training course or convention specifying the dates of your stay with your application.

The statute of "passenger" begins on April 1 and is completed on August 31 of each year. Beyond this date, the residences give priority to their proper residents.

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4. Housing



For grant holders

The CROUS international service provides the places for foreign students who get a grant from the French government (BGF grant holders) or from foreign governments (BGE grant holders) which is entrusted to the management of the CNOUS.

For exchange students

BLEU, the Reception office of housing provides the places for exchange students. A specific procedure is proposed by the International relations service of each university who collaborates with its foreign university partners and CROUS. The requests are treated by BLEU; the students thus have their letter of admission in residence before their arrival in France. This supply is valid for only one academic year.

For more information

Consultez le site web du CROUS: www.crous-grenoble.fr (« International »)



CROUS in Grenoble
5, rue d'Arsonval
38000 GRENOBLE
(Tram A stop « Gare »)

CROUS on the campus
Domaine universitaire
351, allée Hector Berlioz
38400 SAINT-MARTIN D'HERES
(Tram B stop « Les Taillées »)

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5.1 Student social security (health insurance coverage)

The coverage of the social health insurance, known as la Sécurité Social, varies according to an individual's circumstances: the nationality and the age

European (and Suisse) students:

We advise you to get your European health insurance card before your departure. Beware of the validity date of your card... it must cover the whole academic year. With the European health insurance card, you can be covered as the French (consultations and pharmacy). For the **reimbursements**, please contact the **CPAM International Service** (la Caisse Primaire d'Assurance Maladie).

Students from Quebec:

You must get a specific form of the type: SEQ + # before your departure. For the reimbursements, please contact the CPAM International Service (la Caisse Primaire d'Assurance Maladie).

For students of other nationalities:

The student social health insurance plan (LMDE-Mutual insurance company of the students or SMERRA-Mutualist regional students companies) is obligatory for the students under the age of 28 and they enroll in the plan at the time they registered at their academic institution. The annual cost of membership in the plan is 192 Euros. Once the membership is established, these mutual insurance companies ensure the repayment according to your expenses of health taken care by the Social Security.

For all students:

We advise you to take an additional coverage (une complémentaire santé). You can find the information in your health insurance centre (LMDE or SMERRA).

For students over the age of 28:

You do not belong any more to a student health insurance plan. In this case, you can affiliate yourselves with the CPAM (la Caisse Primaire d'Assurance Maladie) or take a private insurance.

We advise you to take a complementary health insurance. According to certain conditions, you can make your request for CMU (Couverture Maladie Universelle) or purchase insurance in a private insurance company.

See part "[5.3 Request for the CMU](#)".

Particular case:

If you prepare your Doctor's degree and you have profited from a student social health insurance plan (LMDE or SMERRA) until 28 years old, you can still use it with an extension of 3 years.



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5.2 Complementary health insurance (Mutuelle)

Complementary health insurance = illness over = complementary disease assurance

Complementary health insurance is not obligatory but strongly recommended. The Social health insurance (obligatory) pays off only a part of your expenses of health. So we advise you to take this additional coverage to obtain a better repayment.

In the case of the hospitalization or many examinations, if you do not have a complementary health insurance, even if you get a part of the reimbursement from your social health insurance, the expenses that you will have to pay can be very high.

Various contracts are proposed to you according to your needs for health (dental care, ophthalmologic care...) and your financial means. Please find the information about the prices, the rates of reimbursement and the easy ways of payment before choosing your complementary health insurance.

You can subscribe complementary health insurance in your centre of the student social health insurance (the tariffs are more advantageous) or in an insurance agency.

Under certain conditions, you can perhaps obtain the **CMU** (Couverture Maladie Universelle), it is free and reimburses the medical expenses in advance.

To sign up for this service, you should file your request in the **CPAM** (la Caisse Primaire d'Assurance Maladie).

Please see part "[5.3 Request for the CMU](#)".

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5.3 Request for the CMU (Couverture Maladie Universelle)

If you are student over the age of 28 and need a social health insurance, or if you are student on low incomes who need an insurance "Mutuelle", you can make a request for the CMU.

Basic CMU:

This is a social health insurance for the students over the age of 28 registered at the university or in another high education institution. The coverage varies according to the income of the previous year (even the income from abroad), all the justifying documents should be provided.

To make this request, you should provide a fixed address for over 3 months in France (Rent receipt, EDF, declaration of the renter), and the residence permit.

Complementary CMU:

In order to profit from this service, you should provide a fixed address for over 3 months in France (Rent receipt, EDF, declaration of the renter), the residence permit and a monthly income lower or equal to 562 euros per month for a single person.

Making the request:

You can contact CPAM (la caisse primaire d'assurance maladie) near your residence or one of its reception center to obtain the application form of the CMU.

CPAM of Grenoble
2, rue des Alliés
38045 Grenoble Cedex 9
At the ground floor,
between 8h30 and 16h45
0 820 904 200 (tarif special #)



Documents to be presented:

You must fill out the application form, accompanied by a declaration of annual resources. Both should be established on only one form. You must also present the justifications that you will find in the list on page 4.

Effect of the request:

If your application is complete, your affiliation takes effect immediately. A certificate of CMU will be delivered to you according to the presentation of the justifications.

For more information:

www.cmu.fr
www.ameli.fr

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5.4 Compulsory vaccinations in France

We remind you that certain vaccines are obligatory in France. Please find the information from the French consular services before your departure.

The Public health code stipulates certain **compulsory** vaccinations:

- **TETANUS**
- **POLIO**
- **DIPHTERIA**

The vaccinations **recommended** to the young people:

- **Hepatitis A**
- **Hepatitis B**
- **Rubella**

(Rubella: for the girls and no vaccinated women)

Other vaccinations can be recommended according to your field of studies (medicine...) and your activities (work in liaison with children...).

Please consult in the inter-University Health Centre:

On the campus

180, rue de la Piscine
St Martin-d'Hères
Tel. 04 76 82 40 70

In Grenoble

5, rue d'Arsonval
Grenoble
Tel. 04 76 57 50 90

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5.5 University health centre of Grenoble

A team of professionals of health has been assembled for the reception, the consultations and different preventative measures.

Presentation of the student card gives free access to many services:

General practitioner and services:

- consultation of general practitioner
- nurses care
- first aid measures (formations with the attestation of AFPS)

Sexuality and contraception:

- centre of planning, marital consultation and contraception
- consultation in gynecology
- consultation in sexology
- tracking of the AIDS

To be in form and well in the mind:

- consultation in psychology
- consultation in psychiatry
- consultation and advice in dietetics
- workshops of stress management and sophrology
- relieving

Risks, drugs and dependences:

- cognitive-behavioral therapy (food behavioural problems...)
- assistance for smoking cessation



On the campus:

180, rue de la Piscine - St-Martin d'Hères
Tram B stop « Les Taillées », and Tram C « Hector Berlioz »
Tél. 04 76 82 40 70
(Monday to Friday from 8:00a.m. to 5:00p.m.,
and Tuesday from 9:00a.m. to 5:00p.m.)

In Grenoble:

5, rue d'Arsonval - Grenoble
Tel. 04 76 57 50 90
(Monday to Thursday from 8:00a.m. to 5:00p.m.
Friday from 8:00a.m. to 4:00p.m.)

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6.1 Working during your studies

Beginning July 1, 2007, employment policy for foreign students during their studies in France has been changed.

The temporary work license that was requested by foreign students to DDTEFP (La Direction départementale du Travail, de l'Emploi et de la Formation professionnelle) is now removed.

The Algerian students should always respect the old regulations and must obtain a temporary work license due to the new clause, recently added to the franco-algerian agreement of 27 december 1968, (see: Old regulation).

European students should not respect the regulation, except students from the last entering countries (2004 and 2007) : Bulgaria, Czech Republic, Estonia, Hungary, Latvia, Lithuania, Poland, Romania, Slovakia, Slovenia, except Cyprus and Malta.

New regulations:

A student can thus be employed by presenting simply his valid temporary residence permit marked "student", or presenting the "Récépissé" (in case of renewal) without justifying a particular authorization delivered by the DDTEFP.

Foreign students have the possibility to work up to 60% of the legal working duration of the year, that is **964 hours per year** (approximately 20 hours per week).

The employer who wishes to hire a foreign student into employment must make a preliminary declaration at the prefecture (Prefecture Isère) who delivered the temporary residence permit for students two days before the employment. This declaration of employment can be carried out either by electronic mail (etrangers-public@isere.pref.gouv.fr), or by letter registered with acknowledgment of delivery, with a copy of the temporary residence permit of the student.

The following documents should be included in the declaration:

- Company name or name of employer, address of the employer, number system of company identification and their establishments or, number with which the social security contribution is carried out;
- Name, first name, nationality, date of birth and birthplace of the employee;
- Predetermined recruitment date;
- Nature, duration of the contract and annual working hours;
- Number of the temporary residence permit of the student.

This declaration can be also requested by the employer at the prefecture for double-checking the existence of the temporary residence permit of the student in order to assure the authenticity of the document presented by the student.

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6. Work



This declaration does not relate to employment contracts for students being on the job.

The employer who does not follow this process at the prefecture or Prefecture de Police will be penalised for fifth class infringements.

Advices and warnings:

- Respect the regulation (if you work overtime, your residence permit may be removed by the prefecture).
- Do not work without contract of employment.
- Do not start to work without signing contract.
- Read your contract carefully before signing it and respect the clauses.
- Note each day your schedules and calculate regularly.
- In Case of doubts about your working conditions, contact the services involved (see part "6.3 In case of litigation with your employer").
- At the beginning of the contract, discuss with your employer your need to have non-working days in order to review your lessons, studies and take your exams.

Old regulations (Algerian students):

You must request a temporary working permit that is compulsory for Algerian students. This authorisation is issued for a maximum period of nine months, and is renewable. For university holidays, it is issued for a maximum period of three months.

The request for a Temporary Working Permit is made with the local "Direction départementale du travail, de l'emploi et de la formation professionnelle" (DDTEFP).

The working time authorized for the students is **17h50 per week, 822h50 per year**. It is possible to work full-time during the school holidays lasting 3 months maximum or to work half-time during 6 months to complete the annual working time (822h50).

The contract or the commitment of work established by your future employer contains the following information such as the working type, the salary, the conditions and the duration of the contract.

The application must **be transmitted to the DDTEFP** who examine the documents and controls the working conditions. As of the deposit of the file you will obtain a provisional certificate allowing you to start working, then you will obtain your final working licence if your request is accepted (up to a maximum of 8 working days after the submission of personal documents).

DDTEFP

1 avenue Marie Reynoard
38029 Grenoble Cedex 2
Tel. 04 56 58 38 04
dd-38.moe@travail.gouv.fr

Telephone reception and office hours:
everyday except Tuesday afternoon,
from 9:00a.m. to 11:30a.m.
and 1:30p.m. to 4:00p.m.
(Tram A "Malherbe")

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6.2 The working permit

To work in France, Algerian students must obtain a residence permit and an authorization of work.

With a valid residence permit, Algerian students must apply for work authorization by making a commitment of work or a contract of employment before working.

Steps and documents for the first request:

- Valid student **residence permit** (original and photocopy).
- The **student card** (original and photocopy) of the current academic year (or that of the previous year if you do not have the new one yet).
- **A Commitment of the work** or contract of employment established by your future employer.

Steps and documents for the renewal:

- A work certificate established by your employer if the contract continues.
- The Last APT-provisional working permit (photocopy and original).
- Copies of wage slips corresponding to the last APT, a document justifying the working hours. If necessary, a certificate of non-working time established by the employer for non-working periods.
- Copy of attestation of employment given by the employer at the time of the suspension of the contract of employment.

Particular cases:

For **researchers**, the **ATER** (Tutors and Temporary Assistant in Teaching and Research), language assistants, **doctoral students**, the **trainee students in expert accountant, chartered accountants, lawyers** and **notaries**, other documents will be required (certificates and contracts).

And then submit **your request with la Direction Départementale du Travail et de l'Emploi (DDTEFP):**

DDTEFP

1 avenue Marie Reynoard
38029 Grenoble Cedex 2
Tel. 04 56 58 38 04
dd-38.moe@travail.gouv.fr

Telephone reception and office hours:

everyday except Tuesday afternoon,
from 9:00a.m. to 11:30a.m.
and 1:30p.m. to 4:00p.m.
(Tram A "Malherbe")

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PROMESSE D'EMBAUCHE

Je soussigné(e) (nom, prénom, raison sociale)

.....
.....
.....

certifie vouloir embaucher :

M.

Né(e) le

De nationalité

SOUS RESERVE DE L'OBTENTION D'UNE AUTORISATION PROVISOIRE DE TRAVAIL

M.

Exercera un emploi de

Pour un salaire horaire brutet d'une durée hebdomadaire de

Le contrat sera établi pour une durée indéterminée

Ou

Le contrat sera établi pour la période duau

Le contrat de travail prendra effet au plus tôt à la date d'obtention de l'autorisation provisoire de travail.

Fait àle.....

Signature et cachet de l'entreprise

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Document 11



Direction départementale
du travail, de l'emploi
et de la formation
professionnelle

AUTORISATION PROVISOIRE DE TRAVAIL

(Art. R. 341-7 du Code du travail)

N°

Le titulaire de la présente autorisation ne peut être admis – à ce titre –
à s'établir en France en qualité de travailleur salarié, de façon définitive.

M., M^{me}, M^{lle}

Né(e) le :

Nationalité :

N° de la carte de séjour ou du passeport

Est autorisé(e) à travailler en qualité de :

chez :

pendant une durée de : (1) mois
jours

du 28/09/06 au 30/11/06

Première autorisation (1)

1^{re}, 2^e, 3^e prorogation (1)

Catégorie de travailleur

52h1 mois

Le Directeur
du travail, de l'emploi
et de la formation professionnelle



IMPRIMERIE NATIONALE 06 004 559 1 - IT 951 364

(1) Rayer les mentions inutiles.

SPACIMEN

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6.3 In case of litigation with your employer

First process: student legal assistance (Aide Juridique Etudiant)

Before carrying out your official launch, you can contact "Aide Juridique étudiant " (AJE) to obtain advices and information about your rights.



You can send a mail: aje38@aliceadsl.fr

You can find information on: <http://aje38.aliceblogs.fr/blog>

Second process: work inspection

If you have problems with your employer such as non-compliance with working conditions, you can address yourself to work inspection service of the DDTEFP whose missions are to advise, to control and to conciliate.

Advices:

You can obtain an appointment with a controller or inspector by specifying the size of the company (more or less than 50 employees) as well as its address. On the day of your appointment, you must present yourselves with your files (contract of employment, salary listings...) and explain in detail the problems you met.

The controllers or inspectors protect your professional secrecy. They inform you of your rights and tell you how to carry out the legal procedures.

Controls:

Following the appointment, a control will be executed on the ground. The inspector will take the census of infringements made by the company.

Conciliation:

In addition, the inspector can try to reconcile the two parties by finding a good solution in the case of litigations.

Direction Départementale du Travail d'Isère

1 avenue Marie Reynoard

38029 Grenoble cedex 2

Tel. 04 56 58 38 38 - Fax 04 56 58 38 02

For more info:

www.convention-droit-du-travail.com

www.travail.gouv.fr

In extreme cases, the last recourse is the "Conseil de Prud'hommes".

For more info:

www.ca-grenoble.justice.fr

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6.4 Student jobs

Here is the list of addresses that you can contact with for the information of student jobs:

CROUS

www.crous-grenoble.fr

CRIJ

www.j-net.org
Pôle jeunesse
16, bd Agutte Sembat
38000 Grenoble
04 76 86 56 00

PIJ

8, rue Marceau Leyssieux
30400 St-Martin d'Hères
04 76 44 10 16

OSE - Office des Services Etudiants

www.leclubetudiant.com
7, rue Saint Joseph
38000 Grenoble
04 76 87 69 85

ANPE - Agence Nationale Pour l'Emploi

www.anpe.fr/region/rhone_alpes/index.html

Sites d'offres

www.iseria.com
www.dinoutoo.com
www.petitjob.com
www.jobetudiant.net
www.jobdete.com

OFUP (vente presse)

www.ofup.com
08 20 20 70 73

Portail de l'emploi

www.emploi.org
(tous les sites utiles pour votre recherche)

See also the small notices in the journals for free and stores (bread store, "Tabac", gas stations...).

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7. Daily life I: financial aspect



7.1. The Euro

The euro is the official currency used in countries of the EU, except in Great Britain, in Denmark and in Sweden. The circulation from one country to another is simplified and it is easier to compare the prices.

Coins and bills in circulation:

One **cent** is equivalent to 0,01 EUR.

- "copper" coins: 1 cent, 2 cents, 5 cents
- "yellow" coins: 10 cents, 20 cents, 50 cents
- "bi-colour" coins: 1 EUR, 2 EUR

- bill of 5 EUR (grey dominant colour)
- bill of 10 EUR (red dominant colour)
- bill of 20 EUR (blue dominant colour)
- bill of 50 EUR (orange dominant colour)
- bill of 100 EUR (green dominant colour)
- bill of 200 EUR (yellow dominant colour)
- bill of 500 EUR (purple dominant colour)



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7. Daily life I: financial aspect



7.2 Exchange the money

If you need to exchange your money in euros after arriving in Grenoble, you can contact these two addresses:

Comptoir Grenoblois de Change

5, rue Philis de la Charce
38000 Grenoble
04 76 51 33 76

Tram B stop
« Hubert Dubedout-Maison du Tourisme »

La Poste Centrale

7, bd Mal Lyautey
38000 Grenoble
04 76 43 51 39

Tram A, C stop « Chavant »

If you hold an account in the postal bank, you will benefit on exchanges.

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7. Daily life I: financial aspect



7.3 Opening a bank account

All foreigners who stay in France at least 3 months can open a bank account. Certain banks do not accept the opening of an account for less than 6 months. However, the Post office (the Postal Bank) allows you to open an account for a short stay in France (less than 6 months).

Opening a bank account is usually free. You can even benefit from certain preferential prices for new clients when you open your account. On the other hand, several services are not free of charge (report the loss, overdraft account).



Documents required

3 vital documents for opening a bank account:

- The passport
- The residence permit
- Proof of address (telephone or electricity bill, rent receipt, statement of residence of the person housing you, etc)

The student card can also be required, in this condition, you can profit from certain interests intended exclusively for the students.

Certain banks accept the opening of accounts without the residence permit (if you are making the request). The final permit must be presented later on.

For students staying in France less than 6 months

The Post office allows you to open an account for a stay less than 6 months by making an appointment with his financial adviser. The Central Post office (Tram C stop "Chavant") receives you without appointments.

To open a "account of non-resident", you will need your passport or your residence permit (students from outside the EU), your student card or the certificate of inscription at the university as well as a proof of address in your country of origin (if you live in private homes, you need to provide the statement of the residence of the person housing you, photocopies of his identity card and the last 3 monthly salary listings).

Beware! If you come from a no French speaking country, you will be asked to show certified translations of these documents.

The bank card and the chequebook

Ten days after the opening of an account, you can hold a **chequebook** and/or a bank card. The chequebooks are usually free; on the other hand, the bank card valid for two years costs from 15 euros to 40 euros per year according to bank and type of card.

The bank account number (RIB)

Think of asking bank account numbers (Bank Identity Information = your banking references), you will need them for housing assistance or your employment.

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7. Daily life I: financial aspect



Bank overdraft fees and agios

A bank overdraft can be very expensive: when your account goes into the red, the bank makes charges called "agios". When you open your account, the bank will stipulate an overdraft figure you must never exceed. If you do, you may face an "interdiction bancaire", which means loss of cheque and bank card facilities. All charges such as bills, rents, purchases must then be paid in cash.

Loss or theft of a chequebook or bank card

Should your cheque book be lost or stolen, you must warn the agency to stop any subsequent cheques. Without taking this step, another person may use your account. You'd better warn your bank as quickly as possible or call the emergency number (24 hours) indicated on the contract you signed when applying for the card. You must then confirm to your bank by registered mail.

Opposition CB: 08 92 70 57 05 (0,34 euros+taxes/min.)

Loss or theft of a chequebook/bank card: 08 92 68 32 08 (0,34 euros+taxes/min.)

Bank card = telephone card!!!

You can use your bank card like telephone card in the phone cabinets. The communication charges are output directly on your bank account. Do not abuse your card, because it is expensive!!!

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7. Daily life I: financial aspect



7.4 Student budget

Here is a model of student budget in Grenoble. Think of it, especially for your first month in France... you will be surely surprised.

BEWARE OF YOUR FIRST MONTH!

For the first month, according to different situations, the expenses added comparing to the monthly expenditure is 1100 to 1800 euros approximately.

Tuition:

From 180 to 470 euros (more than 1000 euros depending on the degree sought)

Social health insurance:

The obligatory social security is 192 euros (except for Europeans and Québécois). The complementary insurance is from 80 to 290 euros (for students over 28, according to their resources, the insurance costs will be more than 300 euros or free if delivered by CMU).

A tax of 55 euros for the Stamp OMI is required for newcomers applying for the residence permit.

The guarantee deposit: one or two months rent.

Housing insurance/civil liability: from 15 to 30 euros

Other additional charges (subscriptions water, gas, electricity): Costs are changeable

MONTHLY CHARGES

Your monthly costs (without counting the cost of the 1st month) can vary between 700 and 900 euros. In addition, travel cost, book purchase and health insurance are changeable. Beware, this budget is indicative, the tariffs can vary.

Cost of accommodation

In university residence halls: 140 to 300 euros

Housing in Grenoble (room or studio): from 250 to 500 euros

Housing in Grenoble (F2 or F3): from 550 to 850 euros

Expenses of food

At the university restaurant: ticket = 2.80 euros, approximately 200 euros per month (minimum).

Transport charges: 24 euros (students under the age of 25) (Tram and bus)

Expenses of clothing: 40 euros (distributed monthly)

Hygiene and cleaning costs: 25 euros

Leisure: 25 euros

Attention

Housing expenses can be reduced by housing assistances (A.P.L or A.L.S). If you live in an apartment, you should take account of additional charges (water, electricity etc.)

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7.5 Compulsory insurances

Housing insurance:

Housing insurance is compulsory, it covers the tenant's risks (fire or water damage...) and natural disasters (storms, floods). This insurance is often called "multi-risk renter's insurance".

This insurance protects not only accommodation but also the tenant. If the tenant causes an accident or wounds to a third party, even out of his housing, it will be "Civil liability" insurance.

You can take housing insurance:

- In your student social security centre
- In an insurance agency
- In your bank

Civil liability insurance:

Civil liability insurance is obligatory in France. It covers certain damage which you could cause to a third party. Examples: your flower pot is falling down or the damage caused by your cat...

You can take the civil liability insurance:

- In your student social security centre
 - In an insurance agency
 - It can be included in your housing insurance or your banking insurance.
- Please find more information.

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8. Daily life II: services for students



8.1 API: the foreign student integration centre

You will find at the API:

- Administrative aid and advices to process your requests (for residence permit, housing assistances and work permit and opening a bank account,...).



- Information on your rights and contacts concerning public services (Student Legal Assistance, Health Centre, Prefecture, Management Work, Social service,...).

- Documents in French and foreign languages concerning local visits, health (health care, social security, complementary health insurance, vaccinations,...), and daily life (maps, university canteens, French course, computers rental service...).

- Display panels for needs and leisure activities of student life (advertisements, concerts, exposures, tourist activities, workshops,...) and contacts to International associations for foreign students...

- Office hours of various associations such as InteGre (reception, cultural exchanges and linguistics), S.O.S Racism, CLCV (tenant's rights), ADATE (approved translations),...

- A convivial space for consulting the international news and meeting French and foreign students.

- Free access to Internet.

By signing up freely in the API:

- You will receive the API newsletter (information on weekly activities).

- You can meet other students if you wish.

- You can take part in the development of the centre: improving living conditions for new students in Grenoble, appealing to other universities in France to develop the same activity in order to help foreign students...

API – 1st EVE floor
Tel. 04 56 52 85 23
Mail. api@eve-grenoble.org

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8. Daily life II: services for students



8.2 IntEGre: International Etudiants of Grenoble

InteGre is a vital association receiving students from all over the world in the universities of Grenoble and facilitating the cultural exchanges by sports, cultural and traveling activities such as mountain climbing on week-ends, weekly meetings in a bar, visits to Lyon, Grenoble and Annecy, visits to museums, gastronomic evening parties (crêpes, wine and cheese, dishes of the world?) as well as international spectacles etc.

Two programmes are also proposed during the whole year in order to create a bridge between international students and French students: "Parrainage" and "Tandem". You can log on to the web site of association for detailed information.

Parrainage

Do you wish to be accompanied during your integration period, receive help with the various activities at your disposal, receive advice on your studies and social outings, be guided around town in order to better familiarize yourself with the surroundings, be able to converse in your language while simultaneously improving your French skills, meet new people, etc...?)

<http://integre-grenoble.org/services/formulaire-filleul.php>

Tandem

"Tandem" puts you in contact with someone who is learning your language. You and your Tandem partner speak your language and theirs alternately. This exchange allows you to improve your oral language and to enrich your vocabulary as well as permitting both of you to learn much more about each others cultures and ways of life.)

<http://www.integre-grenoble.org/services/inscription-tandem.php>



Contact us:

Tel: 04 56 52 85 24

Mail: contact@integre-grenoble.org

Web site: www.integre-grenoble.org

Our adresse:

API

Pôle d'Accueil des étudiants Etrangers, Espace Vie Etudiante (EVE)

Domaine Universitaire, 701 avenue Centrale,
38400 Saint Martin d'Hères

Office hours:

Monday, Tuesday, Thursday
01:00p.m.- 06:00p.m.

Wednesday, Friday 10:00a.m.- 01:00p.m.

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api@eve-grenoble.org

API, EVE service, 701 av. centrale 38400 St-Martin d'Hères, 04 56 52 85 23

8. Daily life II: services for students



8.3 Student Life Space (EVE)



EVE association is a student association which manages the building "Espace Vie Etudiante" (Student Life Space). EVE is a real living area as well as a meeting centre on campus in Grenoble.

EVE is a special experiment in France because it is the only House of the Students entirely managed by and for the students.

In addition to the management of the building, the principal objectives of association are to support the reception and the meeting of the students as well as to become a place of dynamics and a support for student community life.

In this context, since 2004, EVE provides various activities to students from September to the end of July in order to facilitate the student's life.

You will thus find in EVE:

Services...

- Computer rental services and Internet Wifi connection
- The CAF Interactive information machine
- A photo booth
- Plays rental service
- Associations
- API: the foreign students integration centre
- Café

Animations...

- Concerts
- Theater
- Conferences/debates
- Artistic creations
- Special evenings
- Film projections
- Dances

Associations...

If you wish to participate in our association, do not hesitate to contact us.

If you are adherent in EVE, you will get discounts in the bar and in concerts, you can borrow a computer... and in particular, you will take part in activities in association.

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8. Daily life II: services for students



8.4 Information Space and Researchers Receptions Centre

It is an information and reception centre for doctoral students, teachers and researchers received in higher education establishments, in organizations and national and international research laboratories of Grenoble.

It offers:

- Advisory documents;
- International information;
- Practical and administrative information;
- Information (Leisure and Culture);
- Information (French courses);
- A personal help for the housing search;
- Settling down in Grenoble in the company of someone;
- Internet free service;

Information space and Researchers Reception Centre is a centre for cultural life, tourism, leisure and sports activities in Grenoble.

It proposes a cultural program in partnership with " « Un Tramway Nommé Culture » " and organizes the receptions throughout the year.

The centre cooperates with réseau européen ERA-MORE des centres de mobilité , one of its headquarters in France is Alfred Kastler Foundation. It offers researchers the "Guest researcher card".

For more information, you can go to their web site: www.fnak.fr



The office is located on campus,
Tram B et C stop "Bibliothèques universitaires"

Contact:

Carreau Rive Gauche - Bat. K
1112 avenue Centrale Domaine Universitaire
BP 52

38 402 St Martin d'Hères CEDEX
Tel. 04 76 82 84 89 - Fax 04 76 82 84 88
accueil.chercheurs@grenoble-universites.fr

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8. Daily life II: services for students



8.5 Internal relations service

Each high educational establishment has an international relations service in which you can find lots of information available: university partners, agreements, exchange programmes, useful information, contacts...

	Université Joseph Fourier - Grenoble 1 Sciences - technologies - health: www.ujf-grenoble.fr Contact: relations.internationales@ujf-grenoble.fr Tel. 04 76 51 45 13 - Fax 04 76 51 42 52
	Université Pierre Mendès France - Grenoble 2 Social and human sciences: www.upmf-grenoble.fr Contact: relinter@upmf-grenoble.fr Tel. 04 76 82 55 89 - Fax 04 76 82 58 28
	Université Stendhal - Grenoble 3 Languages - communication: www.u-grenoble3.fr Contact: relinter@u-grenoble3.fr Tel. 04 76 82 41 04
	Grenoble Institute of Technology Sciences of engineer: www.inpg.fr Contact: relint@inpg.fr
	Ecole de Management de Grenoble Contact: monique.cormons@grenoble-em.com Tel. 04 76 70 64 46 paula.hughes@grenoble-em.com Tel. 04 76 70 65 13
	Ecole d'Architecture de Grenoble Architecture, urbanisme: www.grenoble.archi.fr Contact: info@grenoble.archi.fr
	Ecole Supérieure d'Art de Grenoble www.esag.fr Contact: ecole.art@ville-grenoble.fr Tel. 04 76 86 61 34

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8. Daily life II: services for students



8.6 Student unions

There exist several student unions on campus in Grenoble:

la FSE (Fédération Syndicale Etudiante), SUD étudiant (Solidaire Unitaire et Démocratique), la Cé (Confédération Etudiant) and l'Unef (Union Nationale des Etudiants de France).

What is a student union?

A student union is an association which gathers volunteer students to defend the interests of all the students. It carries petitions to improve the living conditions and studies of the students to the administration. In the event of problems, it can be a representative before the administration and university. It is also present in the Councils of the Universities to carry the voice of the students. The union is independent of any institution, administration and political party.

Why do we talk about the "UNEF"?

UNEF is the only student union that has created a "Commission for Foreign Students" in order to develop a true system of assistance for these students. UNEF offers their help to students who have just arrived in France. The question of foreign students is the main concern of UNEF. Each year, it offers accommodation to the foreign students in its buildings. It offers them places to live, accompanies them in their search for housing and helps them with the administration process (in the CROUS, in the prefecture and in the university). UNEF is also present if there are any problems with matriculation (recognition of diplomas, courses repeating and the registration fee).

It cooperates with other associations of foreign students in order to improve solidarity, to help the newcomers avoid becoming isolated and to allow all the students to devote themselves to their studies as quickly and as peacefully as possible.



For all information, present yourself between 8:00a.m. to 6:00p.m. of the UNEF:

Salle B 15, DSU à l'université Joseph Fourier
(right door before the cafeteria of the DSU)

ageg.unef@free.fr

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8. Daily life II: services for students



8.7 The CROUS Social Service

The CROUS Social Service, made up of social assistants and administrative staffs receives all the students whatever their difficulties are (medical, psychological, family, financial, and administrative). According to the situation of the students, it helps them to overcome temporary difficulties and to look for a solution.

A CROUS social assistant receives students by appointment. You should address yourself to the secretariat of the CROUS Social Service:

Domaine Universitaire
361, allée Hector Berlioz
Tel. 04 56 52 88 30

Monday to Thursday: 9:00a.m.-12:00a.m.,
1:00p.m.-5:00p.m.

Friday: 9:00a.m.-12:00a.m.,
1:00p.m.-4:00p.m.



The bureau of the CROUS social assistant in EVE

A CROUS social assistant holds a bureau in EVE from mid-September to December, all the mornings in the counter of the prefecture set up in EVE. If you are a newcomer registered in L1, L2, or L3, the social assistant will receive you without appointment. About 40 places of housing managed by the CROUS can be allotted in view of especial cases. A committee of attribution of lodging meets once per week.

Financial assistance

Within the framework of l'Allocation Unique d'Aide d'Urgence (AUAU), the students have the possibility of obtaining a financial assistance according to certain definite criteria and the evaluation made by a social assistant.

This help is reserved to the students under certain particular situations (precariousness or specific difficulties...)

A food aid can also be realised in the form of university restaurant ticket.

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9. Daily life III: useful information



9.1 Driving licence

Foreign students carrying the residence permit which is marked "student" and the French students holding a driving license from another country **are authorized to use their national licence in France during the whole of their stay.**

If the license **is not written in French**, you should:

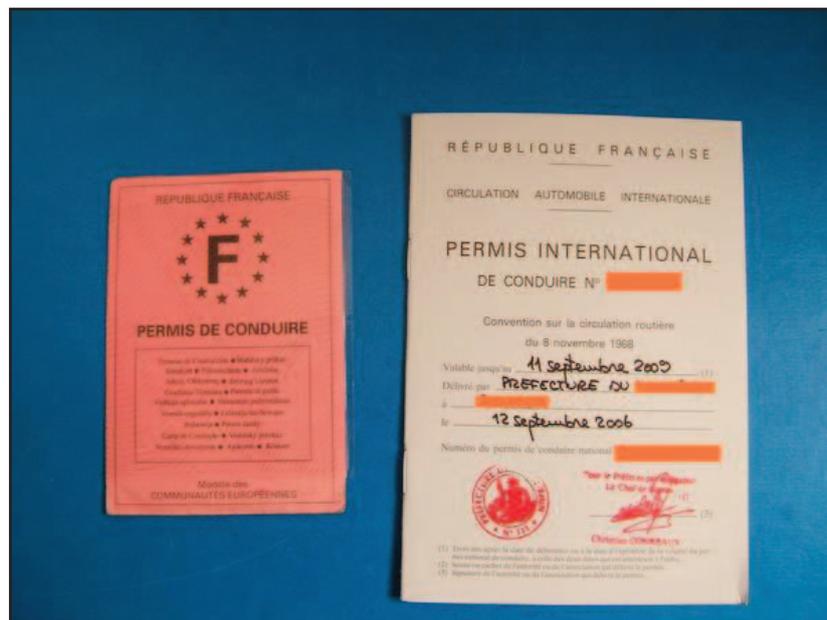
- Obtain an **approved translation** (see [ADATE](#)).
- Make a request for **international license** in the consulate or the embassy from your country of origin.

Beware! It is advisable to keep with you the evidence of your student statute.

For all **information**, you can address yourselves to the prefecture, 12 place de Verdun in Grenoble or telephone the driving license delivery service at 04 76 60 48 46.

After the studies:

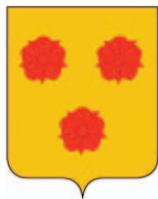
The student **may exchange his national driving licence for a French license** if he **resides in France permanently** at the end of his studies. He should apply for the new driving license in the year following the change of status.



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9.2 Weather and climate in Grenoble



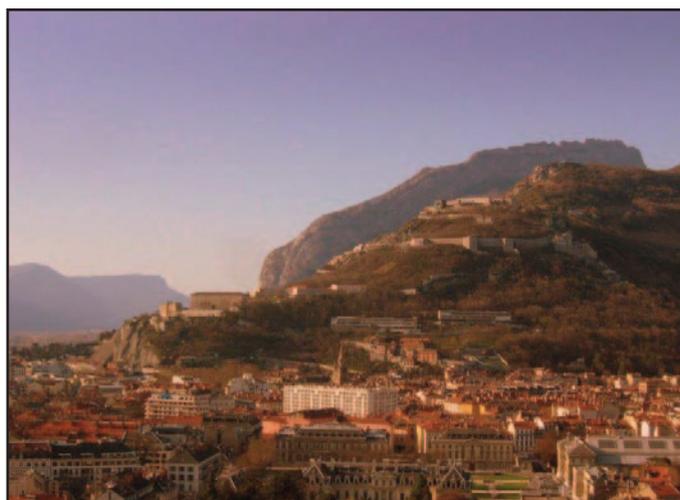
Grenoble is situated in the centre of the highlands of Vercors, Belledonne and Chartreuse. With four very distinct seasons, the dramatic climatic changes in Grenoble will sometimes occur over a short period... So bring a hot jacket with you for the winter, an umbrella for the autumn and a pair of flip-flops for the summer!!!

More seriously, equip yourself because the winters can be hard... bring also a warm wind jacket, a tassel winter hat, a scarf, gloves and especially have good impermeable shoes if you want to enjoy mountain climbing. Even if you arrive in spring, take a good outerwear.

You can obtain the weather forecast on: www.meteo.fr



L. MACINTOSH. **View of the massif of Belledonne.**



B. DIRAISON. **View at the Bastille and the Néron in the back.**



L. MACINTOSH. **St. Claire Place.**

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Useful numbers and addresses

Emergencies:

Hôtel de Police.....	04 76 60 40 40
36, bd Maréchal Leclerc	
Police Secours.....	17
Gendarmerie.....	04 76 20 37 00
Pompiers.....	18
SAMU (urgences médicales).....	15
Urgences (téléphone portable).....	112
Centre Anti-Poison.....	04 72 11 69 11
Pharmacie de garde.....	04 76 63 42 55
Médecin de garde.....	0 800 280 456 (gratuit)
SOS Médecin.....	04 38 701 701
CHU Grenoble.....	04 76 76 75 75
Fil Santé Jeune.....	08 00 23 52 36

Repairs service:

Dépannage EDF.....	04 76 48 11 11
Dépannage GDF.....	04 76 49 50 51
Urgence GEG électricité.....	04 76 84 37 37
Urgence GEG gaz.....	04 76 84 36 36

Opposition CB.....	0 892 705 705 (0,34 TTC/min)
Vol et perte chéquier.....	0 892 68 32 08 (0,34 TTC/min)

Administrations:

Mairie Hôtel de ville.....	04 76 76 36 36
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11, bd Jean Pain

www.ville-grenoble.fr

La Poste (Centrale).....	04 76 43 51 39
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7, bd Maréchal Lyautey

Conseiller financier.....	04 76 43 51 61
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CAF.....	0 820 25 38 10 (0,118 TTC/min)
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Caisse d'Allocations Familiales

3, rue des Alliés

www.caf.fr

Trésor Public.....	04 76 85 74 00
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8, rue Belgrade

Maison de l'International.....	04 76 00 76 80
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Hôtel Lesdiguières

Parvis des Droits de l'Homme (Jardin de ville)

1, rue Hector Berlioz

Préfecture.....	04 76 60 34 00
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12, place Verdun

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ANAEM.....04 76 40 95 45
Agence Nationale de l'Accueil des Etrangers et des Migrations
76, rue des Alliés

Office du Tourisme..... 04 76 42 41 41
14, rue de la République

Transports:

SNCF..... 36 35 (0,34 TTC/min)

Informations/réservations

TAXIS (réservations)..... 04 76 54 42 54

TAG (Transports de l'Agglomération Grenobloise)

Agence Maison du Tourisme

Tram B stop « Hubert Dubedout-Maison du Tourisme »

www.semitag.com

Weather:

Météo France..... 0 892 68 02 38

Prévisions Montagne..... 0 892 68 04 04

Health:

LMDE-Grenoble..... 0 810 600 601

28, cours Jean Jaurès

LMDE-Campus..... 0 810 600 601

1102, av. Centrale

Tram B, C stop « Bibliothèques Universitaires »

SMERRA-Grenoble..... 04 76 87 88 33

15, rue Saint-Joseph

SMERRA-Campus

2, av. de l'Obiou

38700 La Tronche

Tram B stop « Grand Sablon »

CPAM..... 0 820 904 200

Caisse Primaire d'Assurance Maladie

2, rue des Alliés

Centre de Santé Universitaire 04 76 82 40 70

- Sur le Campus.....

180, rue de la Piscine

Tram B stop « Les Taillées »

04 76 57 50 90

- Sur Grenoble.....

5, rue d'Arsonval

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Work:

DDTEFP..... 04 56 58 38 04
Direction Départementale du Travail de l'Emploi et de la Formation Professionnelle
1 avenue Marie Reynoard

Palais de Justice..... 04 38 21 21 80
Place Firmin Gautier

Student life:

CROUS-Grenoble..... 08 25 00 10 49
5, rue d'Arsonval

CROUS-Campus..... 04 76 54 90 61/62
351, allée Hector Berlioz

CROUS Service Social..... 04 56 52 88 31

EVE-Campus..... 04 56 52 85 15
Espace Vie Etudiante
701, av. Centrale
Tram B, C stop « Gabriel Fauré »

API à EVE..... 04 56 52 85 23
Pôle d'intégration des étudiants étrangers

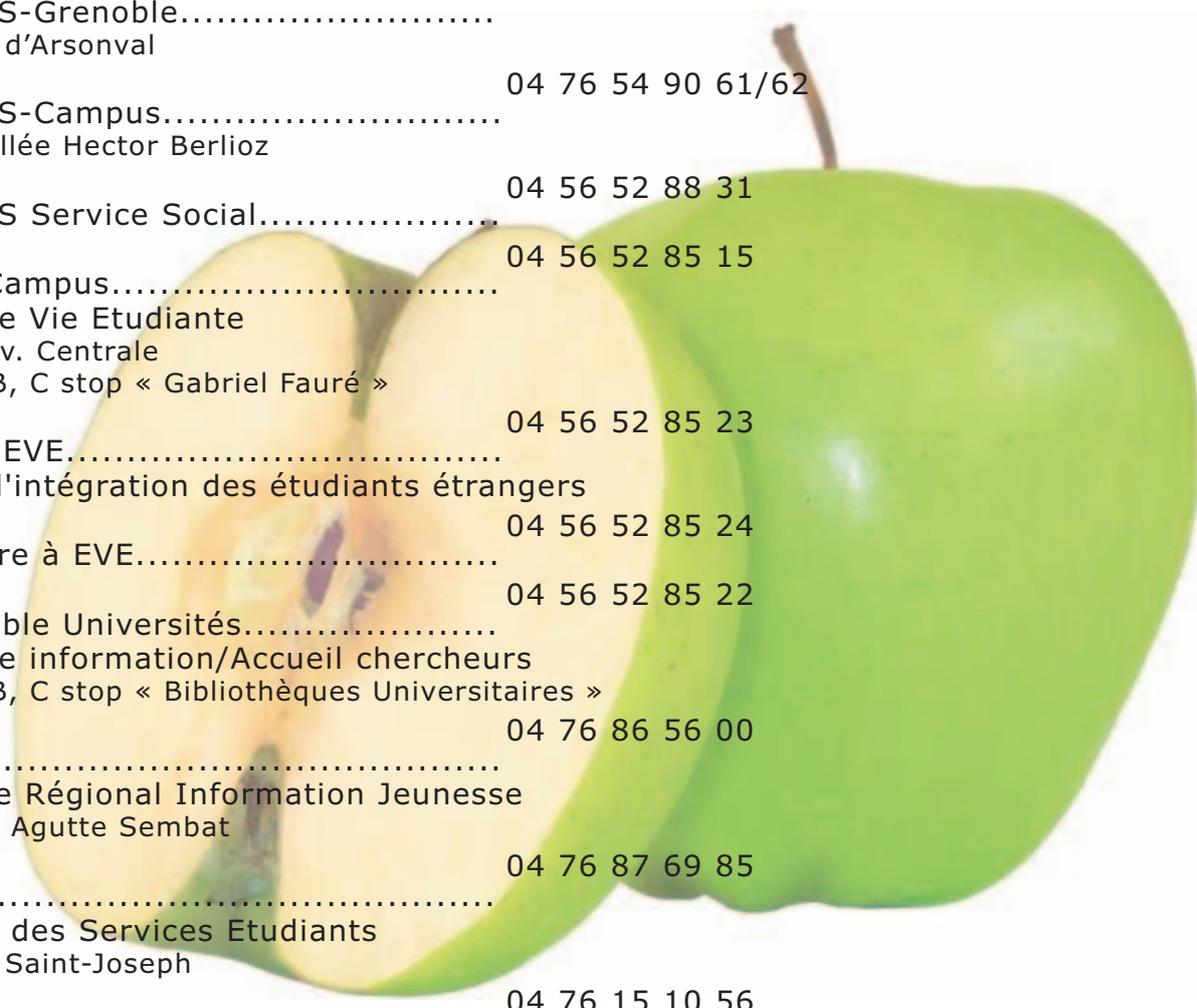
IntEGre à EVE..... 04 56 52 85 24

Grenoble Universités..... 04 56 52 85 22
Espace information/Accueil chercheurs
Tram B, C stop « Bibliothèques Universitaires »

CRIJ..... 04 76 86 56 00
Centre Régional Information Jeunesse
16, bd Agutte Sembat

OSE..... 04 76 87 69 85
Office des Services Etudiants
7, rue Saint-Joseph

COREP..... 04 76 15 10 56
Photocopies/Impressions
441, av. de la Bibliothèque
Tram B, C stop « Bibliothèques Universitaires »



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Signals and abbreviations

ADAM	Pépinière d'associations à EVE
ANAEM	Agence Nationale de l'Accueil des Etrangers et des Migrations
API	Pôle d'intégration des étudiants étrangers
AS	Assistante Sociale
BLEU	Bureau Logement Echange Universitaire
BU	Bibliothèque Universitaire
CAF	Caisse Allocations Familiales
CMU	Couverture Maladie Universelle
CPAM	Caisse Primaire Assurance Maladie
CROUS	Centre Régional des Oeuvres Universitaires et Scolaires
CRIJ	Centre Régional Information Jeunesse
CUEF	Centre Universitaire d'Etudes Françaises
DDTEFP	Direction Départementale du Travail de l'Emploi et de la Formation Professionnelle
DU	Diplôme d'Université
DU	Domaine Universitaire
ECTS	European « Crédit » Transfert System
EEE	Espace Economique Européen
ENT	Environnement Numérique de Travail
EVE	Espace Vie Etudiante
EDF	Electricité De France
GDF	Gaz De France
GEG	Gaz Electricité de Grenoble
GU	Grenoble Universités
GUC	Grenoble Université Club
INPG	Institut National Polytechnique de Grenoble
IUP	Institut Universitaire Professionnalisé
IUT	Institut Universitaire de Technologie
LMDE	La Mutuelle Des Etudiants
LMD	Licence-Master-Doctorat
L1/2/3	Licence 1/2/3
M1/2	Master 1/2
RDV	Rendez-vous
RI	Relations Internationales
RU	Restaurant Universitaire
SIUAPS	Service Inter-Universitaire des Activités Physiques et Sportives
SUAPS	Service Universitaire des Activités Physiques et Sportives
TAG	Transports de l'Agglomération Grenobloise
TD	Travaux Dirigés
TP	Travaux Pratiques
UE	Unité d'Enseignement
UE	Union Européenne
UFR	Unité de Formation et de Recherche
UJF	Université Joseph Fourier
UPMF	Université Pierre Mendès France

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