



**RÉPUBLIQUE
FRANÇAISE**

*Liberté
Égalité
Fraternité*



CHECK=LIST

ADMINISTRATIVE PROCEDURES

Here are the administrative procedures to go through before your arrival and during your study stay in France

TO DO BEFORE DEPARTURE



Find an accommodation

Before you arrive, start looking for an accommodation as early as possible
<https://www.campusfrance.org/en/student-housing-france>



Apply for a student visa

Depending on your nationality, your situation and the length of your stay, control if you need a visa to study in France
<https://france-visas.gouv.fr/en/web/france-visas/home>



Pay the CVEC – Contribution to student Life and campus

This contribution is compulsory to enroll in a higher education institution. Its purpose is to finance the welcoming of students as well as their social, health, cultural and sports support
https://cvec.etudiant.gouv.fr/?_locale=en



Find a guarantor for your accommodation

A guarantor is very often required by owners when signing a lease agreement. Depending on your choice, it is a person you know or an organization that undertakes to help you in the event of unpaid rent
If you are under 30 : Visale <https://www.visale.fr>
If you are over 30 : Garant me <https://garantme.fr/en>



For students with disabilities

Don't hesitate to inform your Higher Education Institution about your handicap to potentially benefit from personalized and adapted support during your studies
<https://www.etudiant.gouv.fr/fr/etudiants-en-situation-de-handicap-votre-vie-decampus-1321>



NOTES

AT YOUR ARRIVAL

○ **Complete your administrative registration in your university**

Go to the registration department to finalize your registration, pay your tuition fees (if you haven't done it before coming) and obtain your student card

<https://www.campusfrance.org/en/application-higher-education-france>



○ **Validate your long stay student visa – VLS-TS**

Go on the ANEF website to validate your student visa or to apply for a first residence permit as soon as you arrive in France

<https://administration-etrangers-en-france.interieur.gouv.fr/particuliers/#/>



○ **Open a bank account**

Three documents are required to open a bank account: an identity document, a proof of address and a certificate of education or a student card

Campus France Tutorial : [Opening a bank account](#)



○ **Register for social security**

Registering to the French social security is mandatory and allows you to benefit from the coverage of part of your health expenses

<https://www.campusfrance.org/en/healthcare-student-social-security>



○ **Subscribe to a mutual and civil liability insurance**

Subscribing to a mutual insurance is strongly recommended to complete your health reimbursements. The civil liability insurance is generally included in the contract

<https://www.etudiant.gouv.fr/fr/complementaire-sante-mutuelles-271>



○ **Take out a housing insurance**

Home insurance is compulsory to insure your accommodation and your belongings in the event of an incident

<https://www.etudiant.gouv.fr/fr/assurer-son-logement-1660>



AND AFTER ?

○ **First residence permit application and renewal**

If you wish to stay in France to continue your studies, request the renewal of your residence permit, on the ANEF website, 4 or 3 months before its expiry date

<https://administration-etrangers-en-france.interieur.gouv.fr/particuliers/#/>



NOTES
