



INTERNATIONAL RESEARCHERS GUIDE





VISA APPLICATION

To apply for a visa at the French Embassy in your country of origin, you will need an hosting agreement, signed by the International Relations Office. Please, send us by email (medecine-international@sorbonne-universite.fr) the document called "Demande de convention d'accueil" signed by the host unit. You can find it [here](#)

Upon your arrival in France, you should confirm your stay on this website: <https://administration-etrangers-en-france>

Please consult our website if you wish to renew your residence permit: [here](#)



ACCOMMODATION

If we have some availabilities, we can propose some rooms to our incoming researchers for a few months (10 months max if your stay starts in September). They are located in Paris. Monthly rent is between 550 and 700 euros for the rooms provided by the Cité Internationale <https://www.ciup.fr/en/>
<http://www.adele.org>

For renting your accomodation, you will need a guarantor. We advise you to pass through Garantme which offers English customer support : [offer](#)
If you are 30 years old or younger, you can apply for a free guarantor VISALE. The website does not exist in English (the International Office can help you if needed): <https://www.visale.fr/>

Websites where you can find short/long term accomodation: [studapart](#)
<http://www.fuaj.org/>

HOUSING AID

If you rent a flat/a student room, you are eligible for housing aid paid by CAF. The amount you will receive depends on the surface and on the type of accomodation you are occupying. For more information: <https://www.caf.fr>

ARRIVAL FORMALITIES

When you will move in, you will need to fill a form and to pay the first month's rent and the deposit.

Don't forget to ask for a proof that you paid the rent, you will need it to open a bank account, buy your annual transport pass, receive a housing aid...

YOUR DEPARTURE

3 months prior to your departure, you should send a letter to reception desk (for students' residences) to let them know when you are leaving so they can do a final walk-through and give your deposit back.

INSURANCE

HOME INSURANCE

When you rent a room, it is mandatory to insure it. You can find some advice here:

<https://access.ciup.fr>

HEALTH INSURANCE

If you are employed by a French institution, you will be automatically covered by the French social health insurance.

Once you have joined the French social security system, you will receive a certificate with your personal data (attestation Vitale) and your health insurance card **carte Vitale**.

If you have not received your carte Vitale, the doctor will hand you a form called **feuille de soins**. You should send this form to your health insurance fund (CPAM) to seek reimbursement.

If you remain employed by your home country's institution,

- **within Europe**: you need a European health insurance card.

- **for non-Europeans**: you will have to subscribe a private health insurance. You must have a health coverage that covers medical expenses, hospitalization, surgical interventions and repatriation and a civil liability insurance from the first day you arrive in France;

MAKE A DOCTOR'S APPOINTMENT

If you need to see a doctor whilst you are staying in France, there are online platforms like Doctolib (<https://www.doctolib.fr/>) where you can easily make an appointment with the doctor of your choice.

However, be careful because French general practitioners and specialists are classified in sectors:

- **Sector 1** practitioners have fixed prices for the consultations. These prices are set and are usually cheaper
- **Sector 2** practitioners are free to charge their own fees, the price for a consultation may be more expensive.

FREE EMERGENCY NUMBERS

18

Fire Department: For situations requiring rapid interventions/rescue (accident, fire etc)

15

SAMU (ambulance) :
For medical emergencies

17

Police : to report an important problem that requires immediate police response

112

European general Emergency : If you are the victim or witness of an accident anywhere in Europe



BANK ACCOUNT

In order to open your bank account you will need the following documents¹:

- Proof of I.D (passport etc)
- Proof of residence (lease, rent receipt)
- Your Visa

When opening the bank account, you will be given a bank card, you will need to request a check book and a RIB (banking information) which will be necessary to set up automatic payments etc.

1. The list of documents may vary depending on the institution



PUBLIC TRANSPORTS

To move around the Paris region, the RATP transport system offers various options (Buses, metro, RER and tramway).

You can buy single tickets (starting at 1.90€), tickets for the day, a week etc.

You can buy these tickets at counters in metro/RER stations. Be careful when you travel to/from the airport - you cannot use a regular ticket.

You can also subscribe to the Navigo annual pass. <https://www.ratp.fr>.

It costs around 700€ per year. If you are employed by a French institution, your employer will reimburse 50% of your monthly/annual pass. This subscription will give you unlimited access to public transports (no areas limitations), if you travel very frequently with the RATP, it could be cheaper than buying a monthly ticket.

In order to subscribe to Navigo you will need to present:

- Id photo
- Proof of residence (lease, rent receipt...)

LEISURE

There are also many leisure activities in Paris. You can visit famous parts of the city like Montmartre, the Marais, the Latin Quarter etc., or visit museums and famous monuments like the Louvre, the Pompidou center for modern art, the Panthéon, Notre-Dame, or sail the Seine river (with Bateaux Mouches or Vedettes du Pont Neuf for example).

You can also visit Paris by self-service bike 'Vélib':

<https://www.velib-metropole.fr>

Good deals for entertainments (museum exhibitions, theater etc):

<https://www.sortiraparis.com/>

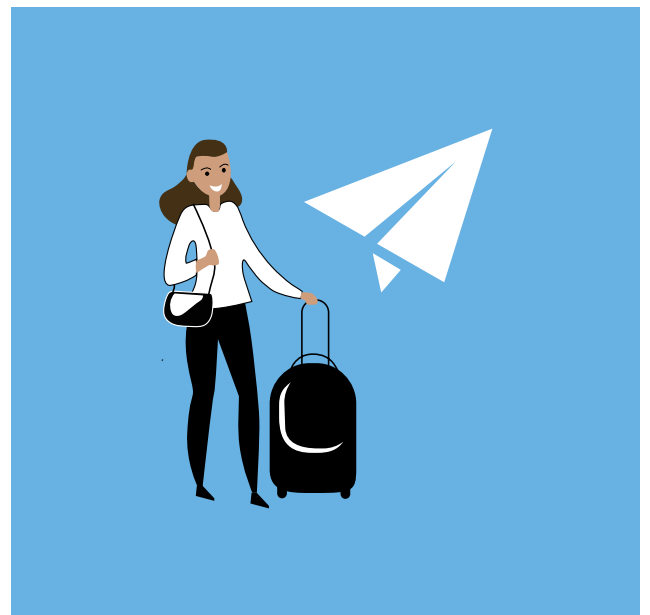
<http://www.pariscope.fr/>

The official website for Paris region:

<http://en.visitparisregion.com/>

Paris cultural agenda (in French):

<http://quefaire.paris.fr/>





CONTACTS

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