



**SciencesPo**  
**COLUMBIA UNIVERSITY**  
DUAL BA PROGRAM

# Dual BA Program New Student Guide

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Advice for Students Preparing to Live in France for the First Time

## Contents

Introduction .....	4
Preface: New Student Timeline .....	5
Chapter 1: Visas.....	6
Before You Go: Travel Documents .....	6
The Visa Long-Séjour-TS .....	8
Validating Your Visa Long-Séjour-TS.....	9
Renewing Your Student Visa and Carte de Séjour: .....	11
Chapter 2: Housing & Living in France .....	14
Applying for CAF .....	14
Renting an apartment – Inventory/Condition Report (Etat des Lieux) .....	15
Proof of Residence - Justificatif de Domicile .....	17
CROUS Student Restaurants .....	19
Chapter 3: Medical Insurance .....	22
Before You Go: Health Care .....	22
French Social Security (Medical Coverage) .....	23
Complementary Health Insurance (Mutuelle).....	24
Applying for Your Carte Vitale.....	24
Useful Emergency Numbers.....	25
Chapter 4: Practical Living .....	27
Before You Go: Currency and Banking.....	27
La Langue Quotidienne .....	27
Opening a Bank Account in France .....	27
Recommended Banks.....	28
Trouble Opening an Account.....	28
Renter’s Insurance and Responsabilité Civile .....	28
Public Transportation .....	29
Trains .....	29
Le Havre: .....	29
Menton: .....	29
Reims:.....	30
Documents that Require Certified French Translations.....	30

## Dual BA Program New Student Guide

Certifying and translating your documents .....	30
Power of Attorney and Apostilles .....	31
Culture Shock .....	32
Appendix: References .....	34

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## **Introduction**

This New Student Guide is intended to be reviewed by newly admitted Dual BA Program students and their parents as they prepare to begin their studies at Sciences Po in years one and two of the Program. We hope that this guide will be a useful starting point for many of the day-to-day and administrative aspects of your transition to the Program, and we have worked to present articles on the visa process, housing and living in France, medical insurance, French language instruction, internships, and other practical living information for your time in France.

## **Disclaimer**

Although we hope that you will find this guide instructive and helpful, it is important to note that the information contained here is based on personal experience, research, and expertise and should not be considered official legal advice. Students and their families should consult with officials from the Dual BA Program, their local French consulate, or their family lawyers for questions that require more definitive responses than those that are offered in this book.

Please also note that the timelines and processes noted in this guide may be adjusted as the COVID-19 pandemic continues to develop. For the most up-to-date information and advice, please refer to the Sciences Po website, and contact the Dual BA Program administration directly for any questions or concerns that may arise.

Félicitations once again on your admission to the Dual BA Program!

## Preface: New Student Timeline

Once you have accepted your offer of admission, there are several administrative tasks to take care of before you start your first semester at Sciences Po:

### By May 15:

- [Apply for housing](#) in Le Havre, Menton, or Reims (this can be done earlier than May 15)
- Start the application for your [Extended-Stay Visa with Residency Permit \(VLS-TS\)](#)
  - Students should begin this process upon receipt of access to the *Certificat de scolarité*, sent in the welcome email from Sciences Po.

### By June 15:

- Complete your Sciences Po [Administrative Registration](#)
- Activate your [Columbia University Network ID \(UNI\)](#)
- Complete your [immunization requirements](#) with Columbia's Health Services office

### By July 15:

- Complete your visa interview at your regional consulate\*
- Submit your [final transcripts and school leaving exam results](#) to the Dual BA Program offices
- Complete your Sciences Po [course registration](#)

\*As of March 2020, the French government has suspended the issuance of all visas, including student visas, until further notice. As the French government reassesses this policy over the coming months, Dual BA students and families will receive updates from the program on any relevant developments. Sciences Po's recently announced dual campus model in Fall 2020 means that students who are not able to obtain a visa in advance of the fall semester will have the flexibility of taking their courses online until they can make arrangements to arrive on their campus. For additional information, please feel free to visit the dedicated COVID-19 pages on the [Sciences Po](#) and [Campus France](#) websites.

Once the French government announces re-opening of visa processes, please contact the Sciences Po Accueil Administratif/Administrative Registration for any enrollment information that may be needed to complete your application; or to detail any issues you might be encountering. The Accueil Administratif can be contacted through their online form, which is available in [English](#) or in [French](#). As you complete the form, please select "First time in the Sciences Po Undergraduate" under "Your Situation," and allow time for a response. Students should contact their local French Embassy or Consulate directly for any questions specific to the visa application process.

## Chapter 1: Visas

### Before You Go: Travel Documents

#### Passport

- If you do not have a passport, please apply for one immediately as the process can be a lengthy one.
- Ensure your passport is valid for six months from your date of departure. Some countries require that you have a passport valid for several months past the end of the program date. Please check the consulate of your host country if your passport expires within three months after the end of the program.
- For information on how to apply for a passport, check [travel.state.gov](https://travel.state.gov) for more information. Pay specific attention to the timelines of both passport processing and visa processing to ensure that you give yourself enough time.

#### Visas

- Review the information in your acceptance packet and on the Dual BA Program website to understand the type of visa you will need for your experience and how far in advance you will need to begin the visa application process which can vary by country, ranging from a few days to several months.
- Visit the [France-Visa](https://france-visa.gouv.fr) and [Campus France](https://campusfrance.org) websites to begin your visa process.
- If you are planning additional travel outside of France, visit the consulate's website for the country you will be traveling to, to understand if a visa will be needed for entry/tourism. Review your destination's consulate website for lists of nationalities that may not be granted visas to that country.

### COVID-19 Travel Safety Requirements

Due to the ongoing COVID-19 pandemic, there are travel restrictions in effect for those entering France:

- Every traveler is required to complete and carry one of the following travel certificates according to their specific situation. Travelers must also complete and carry with them a statement certifying they do not have any symptoms of a COVID-19 infection. These documents are available by visiting the [French Ministry of the Interior website](https://www.interior.gouv.fr):
  - For international travel from abroad to mainland France;
  - for international travel from abroad to French overseas territories;
  - for trips from mainland France to French overseas territories.

## Dual BA Program New Student Guide

- Both the travel certificate and health statement must be presented to transportation companies before boarding, as well as to the border control authorities upon entry to France.
- The following health and safety measures are also in effect for international travelers upon arrival on the French territory :
  - Travelers coming from the outside of the European space (all countries except European Union member states [except Spain], Andorra, Iceland, Liechtenstein, Monaco, Norway, San Marino, Switzerland, Holy See), as well as travelers coming from the United Kingdom (from 8 June on) and from Spain (by air only), will be invited to carry out a 2-week quarantine at home, or in a dedicated location provided if needed, upon arrival in France.
  - Travelers coming from the inside of the European space (European Union member states [except Spain], Andorra, Iceland, Liechtenstein, Monaco, Norway, San Marino, Switzerland, Holy See), will not be subject to any sanitary measures if they show no symptoms of a COVID-19 infection.
  - Travelers to French overseas territories, or travelers showing signs of a COVID-19 infection upon arrival on the French territory will have to carry out a mandatory 2-week quarantine at home or in a dedicated location provided if needed.

## Other Documents

- Bring photocopies of the following items for yourself and leave a copy with a family member/contact at home:
  - Passport
  - Visa
  - Health insurance card
  - Vaccination records and medical records (prescriptions, results of clinical examinations, X-rays, etc.)
  - Flight information
  - Hotel/lodging information
  - 
  - Emergency contact information and other important phone numbers, including the ISOS phone number and membership number

## Other Resources

There are a number of official websites from both Sciences Po and the French government aimed at helping incoming students with their transition to France. We recommend bookmarking these sites for reference during your two years at Sciences Po:

- [Sciences Po First Steps](#)
- [Campus France](#)
- [Venir Vivre en France](#)

## The *Visa Long-Séjour-TS*

For all visa-related matters, there is a new French Government website, [France-Visa](https://www.service-public.fr/particuliers/vosdroits/F16162), which is the best starting point for all students and is very user-friendly.

There are two main categories of visa for those entering France who are citizens of another country within the European Union:

- Short-stay visas (Schengen visa) for stays of no more than 90 days.
- Long-stay visas for stays in France of more than 90 days. If you are staying in France for more than 90 days, you will be issued with one of the two following visas:

	<b>VLS-TS Long-stay visa equivalent to residence permit</b>	<b>Other long-stay visas containing the statement <i>carte de séjour à solliciter</i> ('residence permit must be applied for')</b>
<b>Where to apply for an e-visa</b>	The relevant consulate in your country of residence or, in certain countries, the service provider responsible for receiving visa applications	
<b>Duration of visa</b>	One year maximum (you must arrive in France within three months following the issue date of your visa)	Three months
<b>Procedures to carry out as soon as you arrive in France</b>	Within three months of your arrival in France, you must send the form called <i>demande d'attestation OFII</i> that was given to you together with your visa to the <i>Office Français de l'Immigration et de l'Intégration</i> (French Immigration and Integration Office). Once confirmed by the OFII, the visa gives you the same rights as a residence permit. For more information, visit: <a href="https://www.service-public.fr/particuliers/vosdroits/F39">https://www.service-public.fr/particuliers/vosdroits/F39</a>	Within two months of your arrival in France, you must apply for a residence permit from the <i>préfecture</i> of the department in which you live. <a href="https://www.servicepublic.fr/particuliers/vosdroits/F16162">https://www.servicepublic.fr/particuliers/vosdroits/F16162</a>
<b>Fees</b>	The administrative fee for a visa application depends on the type of visa and the nationality of the applicant. Certain applicants may be exempt from paying fees. <a href="https://www.service-public.fr/particuliers/vosdroits/F18141">https://www.service-public.fr/particuliers/vosdroits/F18141</a>	



## Dual BA Program New Student Guide

<b>Supporting documents</b>	You must complete and sign a form and present your passport. If the remaining period of the validity of your passport is insufficient, your application will be refused. Other supporting documents may be required depending on the length and purpose of the visa you are applying for. Information about these supporting documents can be found at the website of any consulate. <a href="https://www.service-public.fr/particuliers/vosdroits/F16163">https://www.service-public.fr/particuliers/vosdroits/F16163</a>
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Dual BA Program students are typically issued VLS-TS Long-stay visas, but, in some cases, your local consulate may require you to apply for your residence permit upon arrival in France.

### Validating Your *Visa Long-Séjour-TS*

**IMPORTANT NOTE:** The information below is intended to help you understand the steps you will follow to complete your OFII paperwork. However, the guidance that you will receive from your campus directors should **always** take precedence, and we recommend against attempting to complete these steps without direction from your individual Sciences Po campus administration.

**Le Havre and Menton Students:** You will complete your OFII process alongside the rest of your peers starting at Sciences Po in the fall with the help of your campus directors. Undertaking this process as a group allows the OFII staff to prioritize your paperwork, and your campus directors work closely with OFII each year to help streamline this process. It is in your best interest to allow Sciences Po to help facilitate these steps in finalizing your student visa—please do not try to do so on your own!

As soon as you arrive in France, you must validate your visa. The process is entirely digital: you can do everything online. You must validate your visa within 3 months of arriving in France at the very latest. If you fail to do so, you will no longer be legally present in France and will be unable to re-enter the Schengen Area.

To validate your visa after arriving in France, visit [Étrangers en France](#).

### What information do you need to validate your VLS-TS visa?

You will need:

- A valid email address;
- The information on your visa;

## Dual BA Program New Student Guide

- Your date of arrival in France;
- Your home address in France;
- A credit or debit card to pay online the fee for issuing the residence permit.

If you do not have a debit or credit card, you can buy an electronic stamp (*timbre électronique*) at a kiosk or at a dedicated terminal and pay in cash. Your credit card or electronic stamp will be needed to pay the issuance fee for the appropriate residence permit for your circumstances, which you can purchase at any newsagent.

The OFII (French Office for Immigration and Integration) reserves the right to call you for a meeting to carry out further formalities, have a medical check-up and/or sign an integration contract.

NB: if you wish to remain in France for longer than the validity period of your VLS-TS, you must apply for a residence permit at your local prefecture within the two months prior to the expiry date of your long-term visa. For further information, see the website of your local *préfecture*, or [Service-public.fr](http://Service-public.fr).

A support unit has been set up at the Directorate-General for Foreign Nationals in France, phone number: 0806 001 620 – e-mail: [dgef-support@interieur.gouv.fr](mailto:dgef-support@interieur.gouv.fr)

## More Information

[\*Office Français de l'Immigration et de l'Intégration\*](#)

### **Le Havre**

Direction territoriale de l'OFII Immeuble Montmorency 1  
15, Place de la Verrerie  
76100 Rouen  
Phone : 02 32 18 09 94

### **Menton**

Direction territoriale de l'OFII Immeuble SPACE - Bâtiment B  
208 Route de Grenoble  
06200 Nice  
Phone : 04 92 29 49 00

### **Reims**

Direction territoriale de l'OFII  
2 Rue du Grand Credo  
51100 Reims  
Phone: 03 26 36 97 29

## Renewing Your Student Visa and *Carte de Séjour*:

Your studies at Sciences Po may last longer than the validity period of your VLS-TS. If this is the case, you must apply for a residence permit at your local prefecture within the two months prior to the expiry date of your long-term visa. If you do not apply for a residence permit before leaving France, you will need to complete the visa application again before beginning your studies for year 2.

The application is not free. The first multi-annual residence permit that is issued to you under certain conditions will have a period of validity that corresponds to the number of years remaining in your Sciences Po studies.

Within two months of your visa/temporary residence permit expiry date, you have to go to the local *préfecture* (French local authority/administrative offices representing the government at a local level) and apply for a renewable residence permit. You may have to provide details of your living situation, financial resources, health insurance, proof of your address in France and an employment contract.

### Where to Renew your Residence Permit

You should apply to renew your residence permit at your local *préfecture* two months before your residence permit expires. Deadlines may vary from one prefecture to the next. You do not need to return to your home country; everything is done in France. Find out in advance and do not wait until the last moment to take the necessary steps. If you apply to renew your residence permit after it has already expired, you will be required to pay a visa regularization fee of €180, except in cases of *force majeure*.

You can apply either at the *préfecture* of the department where you live or at the *préfecture* in Paris. To find the contact information for the prefecture or submit your application, please visit the website of the French Ministry of the Interior.

### *Titre de Séjour* - Eligibility

Eligibility requirements to have your residence permit renewed are the same as those that apply to a first-time application, namely:

- Be enrolled in a French institution of higher education;
- Have access to monthly resources of at least €615.

In the case of renewal applications, you will also need to demonstrate the serious nature of your studies in France (attendance, exam results, diplomas obtained, etc.). Repeating a year does not in itself bring into question the serious nature of your studies.

If you apply to renew your residence permit because your VSL-TS (*visa long séjour valant titre de séjour*, long-stay visa valid as a residence permit) will expire (that is, at the end of your first year in France), you will be due to receive your first multi-annual residence permit (*carte de séjour pluriannuelle*). The acknowledgement of receipt (*récépissé*) that the prefecture may issue will be valid for a duration of four to six months. This duration corresponds to the time necessary to review your case and issue your new residence permit. This acknowledgement of receipt of the first application for a multi-annual residence permit does not allow you to travel outside of France.

## Dual BA Program New Student Guide

If you apply to renew your residence permit because your multi-annual residence permit (*carte de séjour pluriannuelle*) will expire (that is, after several years spent in France), you will be due to receive a new multi-annual residence permit. The acknowledgement of receipt (*récépissé*) that the prefecture may issue will be valid for a duration of three months. In such cases, the acknowledgement of receipt allows you to freely travel outside of France and return without having to apply for another visa.

In any case, if you submit a renewal application on time, that is two months before your residence permit expires, it is possible that the prefecture does not issue you with an acknowledgement of receipt (*récépissé*) as it will not be necessary. As long as your VLS-TS visa or multi-annual residence permit is still valid, you are entitled to travel freely outside of France and in the entire world. For further information, see the website of your local prefecture, or visit [Service-public.fr](http://Service-public.fr).

### **Le Havre**

Sous-Préfecture du Havre  
Service des nationalités et de la circulation  
Bureau des étrangers  
95, Bd de Strasbourg  
76600 Le Havre

#### [Schedule an Appointment Online](#)

Once you select an open appointment time, you will be sent a confirmation email. You must confirm your appointment by clicking on the link in the email and print off the list of required documents to bring to your appointment. Appointments are scheduled five weeks in advance, so make sure that you leave enough time for any delays in the process.

### **Menton**

Centre Administratif Départemental des Alpes-Marines  
147 Boulevard du Mercantour  
06286 Nice Cedex 3  
Phone: 04 93 72 20 00

#### [Schedule an Appointment Online](#)

Appointments are available Monday - Friday, 9 - 11:30 a.m.

### **Reims**

Sous-Préfecture de Reims  
3 rue du Cloître  
51100 Reims  
Phone information for immigration to the *préfecture* in Châlons-en-Champagne: 03 26 26 13 55 (8:45 - 11:30 a.m., except during school vacation periods)

The *préfecture* is open on an appointment-only basis, Monday - Thursday, 12:30 - 4:30 p.m. and Friday, 1:30 - 4:30 p.m. As of right now, you must go to the *préfecture* in Châlons-en-Champagne or the *Sous-préfecture* in Reims two months before your visa expires to make an appointment for renewal. You cannot make an appointment online.

### Required Documents

You will need to bring the following documents with you to the prefecture – we recommend have 2-3 copies on hand as well, just in case:

- Your passport with your residence permit;
- A short birth certificate including the names of your parents (or a full copy of your birth certificate);
- A certificate of enrollment at Sciences Po for the coming academic year;
- An academic transcript from the previous year;
- A document certifying that you have the financial resources necessary to continue your studies in France (i.e. 615 euros per month);
- Proof of address dated within the last 3 months (e.g. electricity bill, gas bill, or a copy of your lease);
- Proof of health insurance (*justificatif d'assurance maladie*; this is a document issued by your local sickness insurance fund, the *Caisse Primaire d'Assurance Maladie*, which you can download from your account on [Ameli](#));
- 3 passport-size photographs;
- Any other documentation you think may be relevant to this process.

The *préfecture* may issue you with a provisional residence document: a *récépissé*, or acknowledgement of receipt. This document certifies that you have applied to renew your residence permit. It allows you to stay in France for 3 to 6 months after your residence permit expires. Not all *préfectures* issue this document.

## Chapter 2: Housing & Living in France

### *Caisse des Allocations Familiales* - Rental Assistance

If you meet certain criteria, particularly in terms of your residency and financial means, you may be able to receive a housing benefit, called *Aide Personnalisée au Logement* or *allocation logement*, which is paid by the *Caisse des allocations familiales* (CAF; Family Benefits Offices). The amount of this benefit varies according to several criteria such as financial means, the number of people living in the household and the place of residence.

Students who meet the following criteria are eligible for housing assistance:

- You are already renting (or co-renting) your apartment
- You are not related to the apartment's owner, who cannot be one of your parents or grandparents
- You are not currently employed

### Applying for CAF

We recommend that students complete their housing assistance paperwork as soon as they arrive in France. You can apply online on [the CAF website](#), in the area *Les services en ligne / Faire une demande de prestation* (Online services / Apply for a benefit).

Before you begin, make sure you know your correct address, your landlord's contact information (owner, rental agency...) and how much you pay in rent. If you are not already a benefits recipient, you will also need:

- your bank account information slip (*relevé d'identité bancaire*: RIB)
- the amount of your financial means in the previous two tax years
- your parents' benefits recipient number and the CAF that pays their benefits, if applicable

It takes about 10 to 20 minutes to apply for housing assistance online.

### How much funding will I receive?

Before you apply online, take a few minutes to do a simulation on [the CAF website](#), where you can estimate how much you are eligible for. To do your simulation, go to the area *Les services en ligne /*

## Dual BA Program New Student Guide

*Estimez vos droits pour: les aides au logement* (Online services / Estimate your entitlements to: housing assistance).

### When will I start receiving my benefits?

Housing assistance is granted from the month after you move in. The first payment is generally made two months after the application is submitted. For example, if you apply online in September, your benefit will be granted in October and you will receive your first payment in early November.

If you need help or have questions that the CAF website can't answer, you can contact the CAF offices at **0810 29 29 29** (Monday through Friday, from 9 a.m. to 4:30 p.m). In addition, you should always feel free to contact the appropriate person on your campus:

#### **Le Havre**

Alexandra Gravier

[alexandra.gravier@sciencespo.fr](mailto:alexandra.gravier@sciencespo.fr)

#### **Menton**

Jeremy Dumot

[jeremy.dumot@sciencespo.fr](mailto:jeremy.dumot@sciencespo.fr)

#### **Reims**

Anne-Charlotte Amaury

[annecharlotte.amaury@sciencespo.fr](mailto:annecharlotte.amaury@sciencespo.fr)

## Renting an apartment – Inventory/Condition Report (*Etat des Lieux*)

The *état des lieux*, or inventory and condition report, is a report that describes in detail the state of a rented property, including its rooms and any furniture or equipment within it. It should be done when a tenant first enters a property, as well as when the tenant leaves it. As of March 2014 (see below), an *état des lieux* is required for all primary residences, whether furnished or unfurnished. It is also required for the rental of unfurnished residences.

Those interested in brushing up on their French law can check out the *Service Publique's* explanation found here (in French).

The *état des lieux* can protect both the tenant and the landlord, as it forms the basis for the return of the lease deposit. Even in the event that an *état des lieux* isn't strictly necessary, it is a good idea to perform some sort of inventory report before starting a rental, even when not strictly required, in order to avoid encountering any misunderstandings and eventual disputes at the end of a lease.

## Dual BA Program New Student Guide

The *état des lieux* can be prepared by the landlord, the tenant, or by a third party, depending on what the landlord and tenant have chosen. However, as of March 2014, it must cover certain elements. You can check out this template for an *état des lieux* in English.

Ideally, the *état des lieux* should be done when the tenant receives the keys to the residence, but it can otherwise take place within the first 10 days of the tenant's arrival. The tenant has the right to make additional notes/changes to the *état des lieux* about heating equipment during the first month of the heating season.

To perform an *état des lieux*, start with a document that meets the requirements, and make sure to have two copies (one for the tenant, one for the landlord). The *état des lieux* should be done with both parties (landlord and tenant) present, unless it is being done by a *huissier* (bailiff/third party).

[Download an inventory sample état des lieux in English](#) from [Selectra](#).

The following information should be noted in the *état des lieux*:

- The size and number of rooms in the residence
- The full name and address of the landlord and the tenant
- The types of equipment in the residence (e.g. furnace, water heater, electricity meter, gas meter, etc.)
- Relevant meter readings
- Any additional private property at the tenant's disposition (e.g. cellar, parking space, balcony, terrace)
- Number and description of keys
- Detailed description of all fixtures in the rooms (doors, windows, lighting, closet space, etc.)
- Any additional comments about the state of the residence
- To prevent any confusion or misunderstanding, describe all aspects of the residence with as much detail as possible. It's a good idea to take photos to attach to the *état des lieux*.

Both copies should contain the same information, and be signed by both parties.

According to the *loi ALUR* (see below), the residence is considered to have been rented in "good condition" if no *état des lieux* was made. If you are renting but did not do an *état des lieux* when you received the keys, you are therefore obliged to return the residence in good condition, or otherwise prove the unsatisfactory state of the apartment (e.g. with photographs/video, or written documentation that shows that the owner did not wish to perform an *état des lieux*).

If there was a problem with the state of the residence, the onus is up to you to prove that it was the case before/when you arrived, which you can prove either with:



## Dual BA Program New Student Guide

- Photographic/video evidence, and/or
- Written evidence that the landlord did not wish to perform an *état des lieux*, despite warnings and/or letters sent by registered post

The *état des lieux* can be performed by both the landlord and tenant together, or by a third party (*huissier*, translated literally as “bailiff”). Keep in mind that use of a *huissier* will involve additional fees (which should be split equally between landlord and tenant), whereas an *état des lieux* can otherwise be done for free when performed by the landlord and tenant together.

Contact your landlord first if there are any problems with your residence that affect the *état des lieux*. In the event of a dispute, contact the *commission départementale de conciliation (CDC)*. The *loi ALUR (d'Accès au Logement et pour un Urbanisme Rénové)* was voted into effect in March, 2014, brings new documentation required in the housing selling/rental processes. The law seeks to protect individuals considering buying/renting an apartment within a professionally managed co-ownership building. Among other things, the law introduced standardized documents for the *état des lieux*. Thanks to the *loi ALUR* the *état des lieux* must describe:

- The rooms in the residence
- Any equipment that is at the disposal of the tenant (e.g. water heater, furnace, fridge, washing machine, etc.)
- Water and energy meter readings
- Any private areas in the residence
- Any furniture (if the apartment is furnished)

The document must also include a space in which both parties can evaluate the state of the various aspects of the residence (four categories: *très bon état*, *bon état*, *état moyen*, *mauvais état*), as well as a space for additional observations. It is a good idea to be as detailed as possible with any additional observations, in order to avoid any misunderstandings when the tenant leaves.

The *loi ALUR* makes obligatory that two *états des lieux* be performed for any tenancy, one on the tenant's arrival (within the first 10 days) and the other on the tenant's exit from the apartment. By law, both parties must be present for the *état des lieux*, but they can appeal to a third party (*huissier - bailiff*) to perform the *état des lieux* on their behalves. The law also allows for the tenant to make additional modifications regarding the heating equipment during the first heating month.

## Proof of Residence - *Justificatif de Domicile*

Literally, a *justificatif de domicile* is a proof of address/residence. In order to open a bank account in France, or any other account under your name (phone, gym, etc.), you will need to provide a *justificatif de domicile* to prove that you live in France. Depending on your situation, and your type of housing, the kind of *justificatif de domicile* you will be able to provide may differ.

## Dual BA Program New Student Guide

If you are living in a private apartment, the first documents that you will be able to use as “*justificatif de domicile*” are your lease (*contrat de bail*), or your *quittance de loyer*, that you get after paying your first month’s rent. Therefore, ask the owner of your apartment for an *attestation d’hébergement* that can serve as your proof of residence until you get other accounts set up.

**ATTESTATION D’HÉBERGEMENT**

**Je soussigné(e),**  
**Nom** .....

**Prénom** .....

**né(e) le** ..... **à** .....

**demeurant**  
.....  
.....

**certifie sur l’honneur héberger à mon domicile ci-dessus mentionné :**

**Mme, Melle, M (\*)**  
**Nom** .....

**Prénom** .....

**né(e) le** ..... **à** .....

**de nationalité** .....

**Fait à** ..... **le** .....

**Signature**

(\*) Rayer la mention inutile

**JOINDRE** : la photocopie de la carte nationale d’identité ou la carte de séjour, ainsi que la dernière facture d’électricité ou quittance de loyer.

**Article 441-3**

Constitue un faux toute altération frauduleuse de la vérité, de nature à causer un préjudice et accomplie par quelque moyen que ce soit, dans un écrit ou tout autre support d’expression de la pensée qui a pour objet ou qui peut avoir pour effet d’établir la preuve d’un droit ou d’un fait ayant des conséquences juridiques.

Le faux et l’usage de faux sont punis de trois ans d’emprisonnement et de 45000 € d’amende.

If the lease and quittance are handwritten documents completed on forms printed off from the internet, these documents alone may not be accepted by a bank. In this case, you will just have to ask an *attestation d’hébergement* from your apartment owner, before you can get other documents that can be used as *justificatif de domicile*.

Once you’ve settled in your apartment, other documents such as insurance contracts and gas and electricity bills can be used as *justificatif de domicile*.

For some contracts like *Electricité de France*, you won’t receive bills every month, but every six months. You can generate documents from their website that prove that you are currently subscribed to their services.

## Dual BA Program New Student Guide

Some institutions, such as the *préfecture*, don't accept phone bills. Moreover, your bills must always be under 3 months old.

Finally, every year, renters pay a tax on the apartment. The bill itself can serve as proof of residence, as well.

## CROUS Student Restaurants

For students, the cheapest option is the “*restaurant universitaire*,” which offers a full meal for around 3 euros. These restaurants are open to anyone who has a student card. While most are open only during the day, some are open at night and on weekends. The university restaurants, commonly known in France as the *restos U*, are typically situated on or close to university sites.

There are a variety of full meal set menus offered at 3,25 € (the student rate for 2018-2019). The cost of a meal is fixed by the national Budget ministry. The actual cost of a student meal comes out in fact to more than 6 €, with the extra from the amount you pay consisting of a State subsidy. The prices of items in the cafeteria are voted annually by the CROUS administrative council. While options vary from location to location, menu options usually follow three formats:

- The traditional menu: A full meal is made up of a starter, a meat or fish dish with vegetables, followed by cheese or dessert.
- Menu *à la carte*: Grilled food, pizzas, paninis, sandwiches, salad and pastry dishes, and desserts.
- Express menu: sandwiches, quiches, pizzas, paninis, hot and cold drinks

### Payment Methods

- In the *restos U*: the ‘IZLY’ card
- In the university cafeterias: the ‘IZLY’ card or payment with smartphone

## Le Havre

There are two CROUS cafeterias in Le Havre. Other restaurants may be found in Rouen by visiting the [CROUS website](#).

### **Cafétéria Lebon**

25 rue Philippe Lebon

76600 Le Havre

Phone: 02.32.74.40.41

E-mail: [resto-porteoceane@crous-normandie.fr](mailto:resto-porteoceane@crous-normandie.fr)

Hours: Monday - Friday, 8:30 a.m. – 4:30 p.m.

## Dual BA Program New Student Guide

### Caf t ria Caucriauville

1 Place Schumann

76600 le havre

Phone: 02.35.51.62.48

E-mail: resto-porteoceane@crous-normandie.fr

Hours: Monday - Friday, 10 a.m. – 4 p.m. (closes at 3 p.m. on Thursdays)

### Brasserie Porte Oc ane

30 rue Demidoff

76600 Le Havre

Phone: 02.35.53.29.12

E-mail: resto-porteoceane@crous-normandie.fr

Hours: Monday – Friday, 11:30 a.m. – 2:00 p.m.

### Resto'U Porte Oc ane

30 rue Demidoff

76600 Le Havre

Phone: 02.35.53.29.12

E-mail: resto-porteoceane@crous-normandie.fr

Hours: Monday – Friday, 11:30 a.m. – 2:00 p.m.

## Menton

While there are no CROUS restaurants in Menton, there are a number of *restos U* and fast food-style CROUS offerings throughout Nice and Toulon. Visit the [CROUS de Nice-Toulon website](#) for more information.

### **CROUS de Nice-Toulon**

18 avenue des Fleurs

06050 Nice cedex 1

Phone: 04 92 15 50 50

## Reims

### Resto U SciencesPo

9 rue Eug ne Wiet

Hours : 8 a.m. – 5 :30 p.m.

Payment: Cash or Izly

### Paul FORT

8 Bd Franchet D'Esperey

Payment: Izly or Mon o

### Jean-Charles Prost

Rue Rilly la Montagne

Phone: 03.26.08.04.80

E-mail : jcp@crous-reims.fr

Payments: Cash or Izly

## Dual BA Program New Student Guide

### SANTE

51 Rue Cognacq-Jay  
Payments: Cash or Izly

### INSPE de Reims

23 Rue Clément Ader  
Phone: 03.26.82.96.85  
Hours: 11 a.m. – 2 p.m.  
Payment: Cash or Izly

### Moulin de la Housse

4 chemin des Rouliers  
Phone: 03.26.85.30.18  
E-mail : [mho@crous-reims.fr](mailto:mho@crous-reims.fr)  
Payments: Cash or Izly

## Chapter 3: Medical Insurance

### Before You Go: Health Care

- Visit a physician or health care provider at least six weeks prior to your departure to:
  - get a check up
  - update and/or refill your prescriptions
  - get a travel consultation
  - receive any required immunizations before departure
- Reach out to your health insurance company for information on overseas coverage for emergent, urgent, and routine care.
- If you will require continued therapy, monitoring, or specific support mechanisms, develop a treatment plan with your physician or health care provider and research the available medical resources at your travel destination(s).
- Certain types of gynecological products may not be as readily available in country, so plan to bring your own supply if you prefer a particular brand or style.
- If needed, bring prescription contact lenses, contact lens solution, and a pair of prescription eye glasses.
- If you have preferences for particular brands of toiletries, it is recommended to bring your own, as you may not find certain brands globally.
- If you regularly take medication, find out if you can bring an entire semester or year of the prescription with you or if it is readily available in country. You may need to call your insurance company or your doctor several weeks in advance to receive the entire supply. Make sure to know the generic name for the drug.
- Many countries have restrictions on how much of a particular drug can be brought into the country at a time. It may be illegal to mail some prescription medications to certain countries. Check with the postal service and customs office before doing so. Even if mailing a medication is technically permitted, be wary as it may be delayed, damaged or lost, so have a back-up plan.
- Keep in mind that some drugs may not be permitted in certain countries. Contact your host country's embassy if you have questions.
- Prescription medications should be brought abroad in carry-on luggage.
- Make sure your prescriptions bear the same name as on your travel documents.
- Before you leave, find out the process for getting medication while abroad in case you need more.
- Consider planning for important healthcare decisions, including:
  - advance directives
  - durable power of attorney
  - health care proxy
  - living will
- Pack a basic health kit with:
  - prescription medicines
  - epinephrine, if you have severe allergies and it's been prescribed by your doctor
  - special prescriptions for the trip i.e. medicines to prevent malaria, if needed

## Dual BA Program New Student Guide

- antibiotic prescribed by your doctor for self-treatment of moderate to severe diarrhea
- 
- over-the-counter medicines i.e. pain relievers, decongestant, anti-motion medication, mild laxative, cough suppressant, cough drops, antacid, antifungal and antibacterial ointments, hydrocortisone cream, and any other medications that your physician or health care professional recommends.
- sunscreen

## French Social Security (Medical Coverage)

The French Social Security ("*Sécurité sociale*") is acknowledged as one of the best health care systems in the world. Registration within the French social security system is free and mandatory for all students in France, whether French or international. Your social security coverage will offer partial reimbursement of your health expenses, such as doctor visits, medical check-ups, etc.

Non-European students, Europeans without a European Health Insurance Card, or Europeans who have an [S1 form](#) are required to register with the French national health insurance services center (CPAM –*Caisse Primaire d'Assurance Maladie*) for their city of residence during their time at Sciences Po. You should register for national health coverage as soon as possible AFTER completing your Sciences Po academic registration.

If you were born in France, or had in the past already been affiliated to the French social security, you need to contact the CPAM by phone at 3646 or go directly in a CPAM agency near your residence in order to obtain information on how to recover your social security number and create an account on [Ameli](#).

To register, visit [this registration page on Ameli](#) (available in **French**, **English**, and **Spanish**). You will be asked to confirm your address in France, and to upload a number of required supporting documents:

- A certificate of school registration for the current year (your *certificat de scolarité*, accessible in your Sciences Po Student Space).
- A copy of scan of your passport,
- Visa and Residency Permit/OFFII sticker
- Bank account identification details (RIB), which will be used to transfer your reimbursements to your account,
- Civil status document, which is needed to generate your social security number ("*numéro de sécurité sociale*"). Any documents not in French must be translated by a certified translator. The following civil status documents are accepted:
  - A complete copy of your birth certificate showing your parents' information (or any document issued by a consulate),
  - a family record book ("*livret de famille*"),
  - a marriage certificate.
- If you are a foreign student, you will need to show a valid residence permit ("*titre de séjour*").

## Dual BA Program New Student Guide

- You may be asked for additional documents depending on your country of origin.

Once your registration is confirmed, keep the temporary social security number that has been automatically generated for you by the website, and be sure to download your temporary certificate with your provisional social security number. This certificate is required in order to finalize your Sciences Po administrative registration. Upload it on your Sciences Po student area.

If you are not able to register online, you can contact by phone at 36 46 (0.06 €/min toll + cost of the call). If necessary, you may be referred over to an English-speaking helpline.

Once you have created your personal account on [ameli.fr](http://ameli.fr) and received your French Social Security number, you should then apply for your health insurance card (“Carte Vitale”).

For non-European students, it is highly recommended that you take out temporary or travel insurance to cover you for the first few months in France until you are officially covered by the French system.

Declare your primary care physician *medecin traitant* when you go in for your first appointment.

To maximize your health care reimbursements, take out the supplementary health care coverage of your choice.

## Complementary Health Insurance (*Mutuelle*)

The French social security system reimburses, in general, 70% of doctor’s bills and 30% or 65% of medicine costs. In addition to the obligatory system, complementary or top-up insurance (*mutuelles*) complete the coverage up to full insurance. Registration with a *mutuelle* is optional, but it ensures a better rate of reimbursement on any health care costs you incur while in France. In addition, a *mutuelle* will top up the share of the costs that the social security covers and may even cover some costs that the social security does not cover. You can only sign up for a French top-up insurance scheme if you are registered with the French social security system.

The choice to subscribe to a *mutuelle* to top up the reimbursements of your medical expense is entirely up to you. It is not mandatory, but Campus France strongly recommends it.

To subscribe to a *mutuelle*, begin by asking for quotes and compare the offers you receive. While most common *mutuelles* are SMEREP and LMDE, the new system opens this market to more competition.

Campus France also recommends that you research whether health insurance you choose offers a civil liability option, valid for both your private and student life. That way, you’ll be covered whether you are at Sciences Po, in your student residence, or elsewhere in France.

## Applying for Your *Carte Vitale*

The *carte vitale* is issued to all Social Security beneficiaries in France, starting from the age of 16 (and, in some cases, from the age of 12). It certifies your registration in and your rights to Health Insurance. Your *carte vitale* contains all the information you need to pay your health costs and is valid throughout all of France. By presenting it to your doctor, you are guaranteed to be automatically reimbursed in one week, without the need to send any documentation.



## Dual BA Program New Student Guide

Once you have received your social security registration confirmation, the fastest way to apply for your first *carte vitale* is through your [Ameli](#) account:

- Log in to your account> My actions section> My Vital card> Order my Vital card;
- Select the insured person concerned (yourself);
- Confirm the information displayed (marital status, postal address, e-mail address);
- Download the necessary documents for your order:
  - a scanned identity photo,
  - a scanned piece of ID
- Check and confirm your order.

Your *carte vitale* order is then sent to the *Assurance Maladie* system. At the end of the process, a summary of your data will appear on the screen.

You can expect to receive your *carte vitale* within two weeks, along with a hard copy of the information it contains. This document is useful if you ever lose your Carte Vitale or if you have to prove your registration in French Social Security.

When you receive your *carte vitale*, be sure to read everything carefully to confirm the accuracy of the information provided. If you find any errors, contact your primary health insurance fund to report it. Contact information is available on the [Ameli](#) website.

Your *carte vitale* may be requested:

- By doctors (GP or specialist)
- By pharmacies
- By medical laboratories
- By radiology clinics
- When you are hospitalised, etc.

## Useful Emergency Numbers

Before arriving on your campus in August, program the following numbers into your phone in case of emergency:

<b>ALL Emergencies</b> (anywhere in Europe, number remains the same)	<b>112</b>
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## Dual BA Program New Student Guide

<b>International SOS</b> (for any medical, natural disaster, or political emergencies)	<b>+ 33 (0)1 55 63 31 55</b>
<b>SOS Medecin</b> (house calls; website: <a href="http://www.sosmedecins-france.fr/">http://www.sosmedecins-france.fr/</a> )	<b>+ 33 (0)1 47 07 77 77</b>
<b>SAMU (EMT/Ambulance)</b>	<b>15</b>
<b>Police</b>	<b>17</b>
<b>Firefighters</b>	<b>18</b>

## Chapter 4: Practical Living

### Before You Go: Currency and Banking

#### Currency

- Understand the currency and exchange rate of the location(s) you will be traveling to.
- Create a budget given your financial situation and anticipated costs so that you do not overspend.
- You may wish to exchange a small amount of money at your departing airport so that you do not have to worry about exchanging currency when first arriving.

#### Bank Accounts

- Determine how much money you will need for the duration of your stay and how you will manage it (e.g., traveler's checks, opening a local bank account, your American bank's branches in country (if applicable), etc.).
- Call your debit and credit card companies ahead of time to make them aware that you will be using your cards internationally. This will keep your cards from being blocked when you use them abroad. Call your bank to determine if there will be additional fees/charges for using international ATMs, etc.

### *La Langue Quotidienne*

French is spoken by 300 million people around the world, a figure that has increased from 9.6% since the last census in 2014. It is the fifth most-used language in the world behind Mandarin, English, Spanish and, depending on the estimates, Arabic or Hindi.

While the faculty and staff on each Sciences Po campus are fluent in both French and English (and often other languages, as well), it is important to note that not everyone in the wider cities of Le Havre, Menton, and Reims will speak English. Even if you will be learning French from *Niveau 0* (Absolute Beginner) level in the fall, arriving in France with a few basic phrases to use in your off-campus interactions will be immensely helpful. [Campus France](#) offers a list of online and in-person resources on their website, and there is a short glossary at the end of this guide, as well.

### Opening a Bank Account in France

Opening a bank account in France is one of the first things you will need to do once you arrive, as almost every other process needed to function on a day-to-day basis is tied to your bank account. As you consider the best bank in which to open an account in France, ask your bank in your country of origin if it is associated with a French network. If it is, it will be easier to open an account in France.

Once you have determined the bank in which you wish to open an account, go to the bank branch of your choice with the following documents:

## Dual BA Program New Student Guide

- Your passport and visa documentation
- Proof of residence (gas, electricity or land-line telephone bill, or receipt of rental payment)
- Your Sciences Po *certificat de scolarité*

Once your current account is open, you can use it freely and order a debit card and cheque book.

Your bank will give you the bank details required for certain transfers to your account, e.g. the debit of certain bills (rent, telephone, etc.).

Anyone living in France has the right to open a bank account and have access to basic services. A bank account can be opened for minors under 18 years old. For more information, visit the [Minor Students](#) section of the Dual BA Program website.

## Important: Tax Code Identification Number (TIN)

As of 1 January 2016, OECD countries have adopted an interchange standard concerning banking information and foreign bank accounts. This new regulation applies to all French financial institutions.

When opening a bank account in France, students are now required to provide evidence of their Tax Identification Number (TIN). Students can obtain information on how to find their TIN through their consulate in France.

## Recommended Banks

Several major banks in France have partnerships the main Sciences Po student associations, such as the BDE (*Bureau des Elèves*), the AS (*Association Sportive*), and the BdA (*Bureau des Arts*).

Discover the offers from all of Sciences Po's partners by clicking on the "Partner Offers" tab on the International Students section of the [Sciences Po website](#).

## Trouble Opening an Account

If you face difficulties opening an account, an appeal process called "*droit au compte*" (right to account) can help you: the Banque de France will appoint a bank and force it to open an account for you. Details of this process, documents to provide and associations offering help are available on the [Banque de France website](#) (in French).

## Renter's Insurance and *Responsabilité Civile*

## Dual BA Program New Student Guide

In some cases, you may be required to take out renter's insurance and civil liability insurance (also called personal liability insurance) policies for the duration of your time at Sciences Po. While renter's insurance covers the student against theft or damage to their own belongings, civil liability insurance covers any unexpected repair for damages that may be caused by the student to a third person or animal, to possessions for which they are legally responsible or to their accommodation, regardless of whether the damages were caused through negligence or not.

Civil Liability Insurance policies are very affordable: options to purchase an annual policy begin at under €50 and are available from [Assistance Etudiants](#) and [Macif](#).

## Public Transportation

Each region of France offer various modes of public transportation: metro, tram, bus, coach. Subscriptions or passes are usually available for regular users by the week or by the month. You can find out at your town hall or from transportation operators about the tariffs you are entitled to for public transportation. Consult the websites and apps of your city's public transportation authorities for information about timetables, lines, suspension of services, and the nearest stations that link to the French commune of your choice.

### Trains

France has a developed rail network, which makes trains a convenient method of transport. Every large city in France has a train connection to its suburbs. Cities are connected by regional express trains and, in the case of the largest cities, the TGV (high-speed trains).

### Le Havre:

Le Havre has a vast public transport network, called LIA, which includes bus, tram, train (TER) and a funicular railway (nicknamed *Funi*) that connects the upper and lower parts of the city: [plan your route](#).

A monthly LIA pass is €25 for students.

It's also possible to [hire a bike \(fr.\)](#) thanks to a long-term bike loan program.

### Menton:

As the smallest of the three cities, Menton does not have a light rail or tram network, but instead, a dozen-line bus network. The *Communauté d'Agglomération de la Riviera Française* (C.A.R.F.) is responsible for all municipal and scholastic transportation throughout the French Riviera, and the Menton Bus system is called Zest. A monthly Zest bus pass is available to students for €12.

More information is available by visiting the [Zest Bus website](#).

## Dual BA Program New Student Guide

Menton also has two rail stations: Menton Centre is in the middle of the city (rue Albert 1er), and Menton-Garavan, which is closer to the campus (rue Webb Ellis). Both stations provide easy access to Nice (approximately 45 minutes to both the city center and the airport), Monaco, Italy, and the rest of France. The [Menton city website](#) has more information about arriving in Menton (in French).

### Reims:

Reims has easy access to Paris – only 45 minutes on the French capital via the high-speed *Train à Grand Vitesse* (TGV). Two stations enable you to get to Reims: Reims-Centre station, located in the heart of the city-centre, and the Champagne-Ardenne TGV express train station in Bezannes, with a connection to Reims by tram. It is also possible to take a train directly to Reims from Charles de Gaulle airport upon your arrival in France. More details are available on the [SNCF website](#).

You can easily travel around Reims by both bus and tram; the Reims public transport system is called the Citura, and information on routes and timetables is available on the [Citura website](#).

A monthly Citura pass is €29.40 for students.

## Documents that Require Certified French Translations

Having certified French translations of the following documents will help make your transition process to living in France as smooth as possible:

- Birth certificate with Apostille (see below for more information)
- Proof of high school graduation

### Certifying and translating your documents

For certain administrative procedures, some documents issued by a foreign office must be translated and certified before they can be presented to the French administration.

Certification verifies the authenticity of a document and its signatures by the authorities of the issuing country. Foreign documents can be certified one of two ways:

- In your country of origin, with the French consulate or embassy.
- In France, with your consulate or embassy.

This procedure is necessary in order for the French administrative services to recognize the value of the certified document. In order to be certified, the documents must already be translated into French. For example, civil status documents, notarized certificates, court decisions, administrative certificates, etc.

## Dual BA Program New Student Guide

If your original documents are not in French, you will need to have them translated into French by an approved or certified translator. The certified translator must be approved by the Court of Cassation or the Courts of Appeal. The translator will certify that the translation is accurate and compliant with the original document by applying his or her stamp and signature. The cost of the translation is payable by you.

- [Directory of sworn translators](#)
- [Documents which need to be certified](#)
- [Save your documents online with la Poste](#)

## Selecting a Certified Translator

The US Embassy in Paris provides a list of [official sworn translators and interpreters \(PDF – 366K\)](#) (*traducteur-interprète assermenté*) licensed with various French courts is available on their website. However, the Embassy assumes no responsibility for the professional ability or integrity of the individuals or firms listed. Please note, though, that The Embassy does not provide official translation services.

### Le Havre

[2019 Annuaire des Experts Judiciaires](#) from the *Cour d'Appel de Rouen*

### Menton

[2019 Annuaire des Experts Judiciaires](#) from the *Cour d'Appel d'Aix-en-Provence*.

### Reims

[2020 Annuaire des Experts Judiciaires](#) from the *Cour d'Appel de Reims*

## Power of Attorney and Apostilles

Should an emergency situation arise while a student is in France, their closest family member would be contacted to make any necessary decisions on their behalf. For unmarried students, the closest family would be their parents, even if they are over 18 years old. Living outside of France would not change this, and the only reason that parents would not be contacted in case of emergency would be if the student (above 18) specifically requested in writing that someone other than his/her parents held power of attorney on his/her behalf. In addition, in cases of routine hospitalization, students would be asked to authorize a specific person to act on their behalf, if necessary.

However, if an emergency were to occur and a student was incapacitated and unable to speak on his/her own behalf, the clarity of a translated Power of Attorney (POA) document would be particularly useful. It should also be noted that students should always carry their parents' names and phone numbers if there is a concern about hospitalization. Students and their families who wish to

## Dual BA Program New Student Guide

complete POA paperwork for their time in France should contact their family lawyer for more information.

Similarly, while not absolutely necessary, having an Apostille can be helpful in official situations where a student may need to show legal paperwork or documentation that has been drafted outside of France. The United States and France (and 103 other countries around the world) are both covered by the Apostille Convention of the Hague Convention, which ensures that public documents (such as a birth certificate or POA) that are certified within the country in which they were originally issued can also be recognized and accepted as valid within the member countries when accompanied by a one-page Apostille document.

For students and families within the US, more information on issuing an Apostille document may be found by visiting the website for the Secretary of State for the US state in which you live. For those wanting to be completely thorough, it may also be worth obtaining a translation of their birth certificate or POA in addition to the Apostille once they have been drafted and issued.

## Culture Shock

### What is Culture Shock?

It's important to recognize that you may experience a period of adjustment while in a different culture, whether you are French, American, or any other nationality. The adjustment experience is sometimes labeled as "culture shock." Culture shock is a result of experiencing a different way of doing, organizing, perceiving, or valuing things that are different from yours and which threaten your basic, unconscious belief that your customs, assumptions, values, and behaviors are considered "right." Campus France offers a PDF called [\*Enjoy French Culture Shock, an A to Z Handbook for student and daily life in France\*](#) (in French and English).

### Stages of Culture Shock

While culture shock affects each individual in different ways and at different times, there are generally four phases. Note that the phases do not necessarily happen chronologically, and may occur more than once.

- Initial euphoria (honeymoon stage): You are so excited to be there and everything is so new and promising. The similarities are everywhere. There are a lot of interesting new experiences that keep you busy.
- Irritation/hostility: Gradually you begin to focus on the differences between the new culture and your home culture. Seemingly small things get blown out of proportion. You realize that some things are boring, strange and even frustrating. You may feel anxious or withdraw from people around you.
- Gradual adjustment: You slowly begin to feel normal again and become more comfortable in this new culture. You are able to interpret cultural clues and feel less isolated. You feel more confident in navigating day-to-day life both linguistically and culturally.
- Adaptation/biculturalism: At some point you begin to feel at home in this new culture and recognize that there are many things you will miss when you go home. Some day (given enough time) you may find that you have fully adapted and are able to function equally in both (or multiple) cultures. Know that you may experience reverse culture shock when you



## Dual BA Program New Student Guide

return home after an extended period of time overseas. Be patient with yourself during the process of re-adjustment.

### **Coping with Culture Shock**

Culture shock doesn't come from a specific event. It is caused by encountering different ways of doing things, being cut off from cultural cues, having your own cultural values brought into question, feeling that rules are not adequately explained, and being expected to function with maximum skill without adequate knowledge of the rules. Below are some helpful coping strategies:

- Learn as much as you can about living in France before departure. Take part in the summer Q&A sessions offered by the Dual BA Program administration.
- Set learning goals and personal goals before departure. Keep track and reflect on your progress. Be flexible in adjusting your goals when necessary.
- Keep in touch with family and friends back home. Establish a form of contact (Skype, FaceTime, etc.) and time of contact that works for all parties.
- Identify a host national whom you trust and discuss your feelings. Give specific incidents, tell how you would do something at home, and ask what you must have missed in a particular situation.
- Take care of yourself. Establish a new routine in France. Eat well, exercise, and sleep.
- If you think you need help, ask for it.

## Appendix: References

### Chapter 1: Visas

- Checklist. Prepare your arrival in France. <https://www.campusfrance.org/en/organise-arrival-France>
- How to renew your residence permit (*Titre de séjour*). <https://www.campusfrance.org/en/renew-residency-permit>
- Long Stay Visa valid as Residence Permit for students (*VLS-TS "Étudiant", Visa Long Séjour valant Titre de Séjour*). <https://www.campusfrance.org/en/student-long-stay-visa>
- Long-stay visa. [https://france-visas.gouv.fr/en\\_US/web/france-visas/long-stay-visa](https://france-visas.gouv.fr/en_US/web/france-visas/long-stay-visa)
- Minor Students. <https://sciencespo.gs.columbia.edu/content/minor-students>
- Renewing your residence permit. <http://www.sciencespo.fr/students/en/living/your-residence-permit>
- The different types of visas. <https://www.campusfrance.org/en/the-different-types-of-visas>
- *Venir vivre en France*. <https://www.immigration.interieur.gouv.fr/Accueil-et-accompagnement/Le-livret-d-information-Venir-vivre-en-France>
- Welcome to France-Visas - The official website for visa application to France. [https://france-visas.gouv.fr/en\\_US/web/france-visas](https://france-visas.gouv.fr/en_US/web/france-visas)

### Chapter 2: Housing & Living in France

- Academic year housing benefit for students. <https://www.sciencespo.fr/students/en/living/housing/housing-benefit.html>
- *Cartes et menus des restaurants*. <http://www.crous-normandie.fr/restauration/nos->

## Dual BA Program New Student Guide

[structures-de-restauration/carte-des-restaurants/](#)

- **Checklist. Prepare your arrival in France.** <https://www.campusfrance.org/en/organise-arrival-France>
- **CROUS Grenoble - Restaurants.** <https://www.crous-grenoble.fr/restauration/>
- **In France, students enjoy numerous benefits.** <https://www.campusfrance.org/en/student-benefits-France>
- **Minor Students.** <https://sciencespo.gs.columbia.edu/content/minor-students>
- **Restauration.** <http://www.crous-reims.fr/restaurant/resto-u-sciencespo/>
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- **Sciences Po - Eating and shopping.** <http://www.sciencespo.fr/students/en/get-started/international-students/eating-shopping>
- **Students, your place to go for housing assistance is caf.fr.** [https://www.caf.fr/sites/default/files/cnaf/Documents/international/aleetudiant2015/ALE\\_ENG.pdf](https://www.caf.fr/sites/default/files/cnaf/Documents/international/aleetudiant2015/ALE_ENG.pdf)
- **Venir vivre en France.** <https://www.immigration.interieur.gouv.fr/Accueil-et-accompagnement/Le-livret-d-information-Venir-vivre-en-France>
- **What is a *Justificatif de domicile* ?** <https://absolutely-french.eu/what-is-a-justificatif-de-domicile/?lang=en>
- **État des lieux (inventory of fixtures in France): Download and FAQ.** <https://en.selectra.info/moving-to-france/housing/etat-des-lieux>

## Chapter 3: Medical Insurance

- **Carte Vitale.** <https://www.ameli.fr/paris/assure/remboursements/etre-bien-rembourse/carte-vitale>
- **Checklist. Prepare your arrival in France.** <https://www.campusfrance.org/en/organise-arrival-France>

## Dual BA Program New Student Guide

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- **Foreign student: The French social security registration process.** <https://www.ameli.fr/paris/assure/droits-demarches/etudes-emploi-retraite/etudiant/french-social-security-registration-process-foreign-students>
- **Foreign students: Here's what to do to get health insurance.** [https://www.campusfrance.org/system/files/medias/documents/2018-10/Flyer\\_Assurance\\_Maladie\\_en.pdf](https://www.campusfrance.org/system/files/medias/documents/2018-10/Flyer_Assurance_Maladie_en.pdf)
- **Health, social security and insurance.** <https://www.campusfrance.org/en/healthcare-student-social-security>
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- **I am European with a S1 form.** <https://www.campusfrance.org/en/i-am-european-with-a-s1-form>
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## Chapter 4: Practical Living

- **Bank account.** <http://www.sciencespo.fr/students/en/get-started/international-students/>

## Dual BA Program New Student Guide

### [bank-account](#)

- **Checklist. Prepare your arrival in France.** <https://www.campusfrance.org/en/organise-arrival-France>
- **Getting a bank account.** <https://www.campusfrance.org/en/getting-a-bank-account>
- ***J'ai besoin d'un compte bancaire.*** <https://particuliers.banque-france.fr/votre-banque-et-vous/droit-au-compte/jai-besoin-dun-compte-bancaire>
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- **Civil Liability Insurance.** <http://www.insa-toulouse.fr/en/vieinsa/preparing-your-stay/civil-liability-insurance.html>
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