

My registration at  Le Mans Université

□ University accommodation: Cité Universitaire Vaurouzé

→ Upon arrival, I need to give the following to the CROUS administration:

- CROUS accommodation form (available at International Welcome Office [BAI])
- 2 passport-sized photographs
- a copy of my passport + visa, or my EU identity card
- **accommodation insurance (obligatory)**

→ I need to pay my first month's rent (€245) and my deposit (€270). The deposit will be returned to me if I leave my room in good condition.

→ I can then pick up my room keys, my badge for the door of my building, and my internet log-in procedure document from the welcome lodge (*loge d'accueil*).

→ I can ask the CROUS for a housing certificate (*attestation de logement*) for the bank, my visa etc. now or at a later date

→ The following should be given to the CROUS as soon as possible

- room inventory (*fiche d'état des lieux*) within 2 days
- Le Mans Université registration certificate (*certificat de scolarité*)
- French bank account information (*RIB - Relevé d'Identité Bancaire*) – necessary for your housing deposit to be returned, where applicable

→ Any questions? ri-bai@univ-lemans.fr or heb.vaurouze@crous-nantes.fr

□ University registration at the registration office (scolarité)

→ I need to pay the CVEC tax online by bank card (€91) or in cash at a Post Office (€91 + €5) before registering – **except exchange programme students**

→ I have to give the following to the registration office:

- my registration form (available from the BAI), or my Le Mans Université registration confirmation
- my CVEC certificate (where applicable)
- a copy of my passport + visa, or my EU identity card
- registration payment (where applicable), or proof of registration in my home university for 2020/21 and my Erasmus paperwork

→ I mustn't forget:

- to collect my registration certificate (*certificat de scolarité*)
- to make an appointment with my pedagogical coordinator and to complete my pedagogical registration

□ Validation of IT access: Kiosque Infos Services or Etn@ building (depending on date of arrival)

→ Student card:

- I can collect my student card (*carte d'étudiant/badge*) upon presentation of my registration certificate

→ Internet log-in/password:

- I can use my registration certificate to activate my internet log-in details and password for the campus network
- I can then access the ENT (online university account)

Life in Le Mans



□ Validating my residency permit

→ I need to validate my visa online

→ I must pay a tax of €50 online (*timbre fiscal électronique*) – **tariff 2020/21 to be confirmed**

→ I will receive a validation certificate, which I must keep for my whole stay in France

□ Health insurance (free and obligatory) – sécurité sociale

→ Unless I am European, I need to sign up to the local healthcare organism (*caisse primaire d'assurance maladie – CPAM*) online: **etudiant-etranger.ameli.fr**

→ Students from the European Union: I must make sure my European Health Insurance Card (EHIC) from my home country is valid for my entire stay in France

□ Complementary health insurance (strongly recommended)

→ Once I have done the above, I should find out about the different complementary health insurance possibilities that exist (SMEBA, LMDE etc), then take out a contract which suits me

□ Opening a bank account

→ I can make an appointment in the bank of my choice (town centre or around campus)

→ I need to take the following to the appointment:

- a copy of my housing certificate or contract
- a copy of my passport + visa, or my EU identity card
- a copy of my registration certificate or student card

→ I will be given my bank details (*RIB - Relevé d'Identité Bancaire*)

→ At the end of my stay, I must not close my bank account until my housing deposit has been returned to me!

□ CAF – financial help for accommodation

→ I can apply for financial help for accommodation online (CAF website)

→ I can ask the BAI for a guide in English if necessary

→ I can then send any necessary paperwork by post, or take it directly to the CAF (178 avenue Bollée – 72000 Le Mans), or sometimes upload it onto my online account

Life at  Le Mans Université

□ If I want to take language classes: Maison des Langues

→ I can find more information and register at the Maison des Langues (upstairs in CIEL building) :

- Campus rentrée (free and intensive French classes – start of 1st semester only)
- Evening classes (free and optional evening language classes)

□ If I want to take part in sport/artistic/cultural activities (more information online on CAMPUS & MOI):

→ For sports, I can sign up at the SUAPS

→ For other activities, I can find out about them online and join those that interest me

