Welcome to Le Mans Université

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-étranger.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

☐ 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