

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, and badge for the door of my building, from Vaurouzé welcome lodge (*loge d'accueil*).

→ I mustn't forget:

- to activate my Internet log-in/password for the CROUS network
- to ask the CROUS for a housing certificate (*attestation de logement*) for the bank, my visa etc.

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

- room inventory (*fiche d'état des lieux*) within 2 days of arrival
- 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 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: Etn@ building

→ 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 €60 (online tax stamp/*timbre fiscal électronique*)

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

Health insurance (free and obligatory) – sécurité sociale

→ 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 need to make sure my European Health Insurance Card (EHIC) from my home country is valid for my entire stay in France

Complementary health insurance (recommended)

→ I need to find out about the different complementary health insurance possibilities that exist (SMEBA, LMDE etc), then take out a contract which suits me

Accommodation insurance (obligatory)

→ I must sign up to accommodation insurance which includes civil liability insurance (obligatory for CROUS accommodation and private accommodation)

Opening a bank account

→ I can make an appointment in the bank of my choice

→ 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 can start paying money into my account

→ 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 then send any necessary paperwork by post, or take it directly to the CAF (178 avenue Bollée – 72000 Le Mans)

Life at Le Mans Université

If I want to take French classes: Maison des Langues

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

- Campus rentrée FLE (free and intensive French classes – last week of August)
- Campus Soir des Langues (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