

**FACULTÉ
DES SCIENCES
FONDAMENTALES ET BIOMÉDICALES**



INTERNATIONAL STUDENT GUIDE



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INTRODUCTION

We are glad to welcome you to the Faculty of Basic and Biomedical Sciences at Paris Descartes University.

Our Faculty offers a complete range of multidisciplinary programs in biological sciences, chemistry and physics. All of our programs are oriented towards the health sector and they are all integrated with our world famous research laboratories in neurosciences, pharmacotoxicology and chemistry.

This orientation guide has been produced for students who are coming to study at our Faculty from outside France. It provides practical guidance on coming to live and study in Paris from an international student perspective and its intention is to complement other sources of guidance you are supposed to look for on your own.

When studying abroad, it is important that you develop your ability to find information and solutions by yourself. It is part of the experience.

Every effort has been made to ensure the accuracy of information in this guide at the time of going to print. However, this information is subject to change and the University accepts no responsibility for any errors or omissions. Students are advised to refer to the various web-links provided throughout the guide for the most up-to-date information.

Contact us if you have a query related to coming to live and study in Paris that has not been included.

BEFORE YOU ARRIVE

1 Immigration matters

1.1 Erasmus+ students

You were selected by your university to study abroad in our university through the Erasmus+ exchange program.

Your university has officially e-nominated you on the moveonnet platform, you received the email of confirmation and your stay in Paris was confirmed by both parties.

Make sure you sent your complete application to the international relation office administrative and pedagogic coordinators (international.biomed@parisdescartes.fr).

Make sure you follow the full procedure: <https://www.univ-paris5.fr/INTERNATIONAL/Venir-a-Paris-Descartes/Etudiants-en-programmes-d-echanges/Erasmus>

If you did, your host faculty will send you an email regarding the results; ie. your admission to Paris Descartes University. You will receive an admission certificate in June for the first semester starting September and an admission certificate in December for the second semester.

Upon arrival in September or in February, you will immediately need to proceed with the course and administrative enrollment (inscription pédagogique et administrative) at the host faculty first and then at the main campus of Paris Descartes University.

NB. Before you go back to your country, it's imperative to report to the International Relations Office of your host faculty in order to close your mobility file with the following documents:

- the attendance certificate that should be signed by Paris Descartes University and handed to your original university,
- the end-of-stay certificate: it's an internal document for Paris Descartes that collects information on your impressions,

The transcripts will be directly forwarded to your university by your host faculty where you took your exams.

1.2 Erasmus+ internships

For any information, contact:

bureau.stages@biomedicale.parisdescartes.fr

Faculty of Basic and Biomedical Sciences

45 rue des Saints Pères, 75006 Paris

Fourth floor, room 403

Tel: +33 1 42 86 43 28

1.3 [BCI](#)

Check the procedure on the BCI website <http://echanges-etudiants.bci-qc.ca/?lang=en>

1.4 [Bilateral exchange programs](#)

You were selected by your original university to study at our faculty and your admission was confirmed by both parties. Make sure you follow the procedure thoroughly: <https://www.univ-paris5.fr/INTERNATIONAL/Partir-en-programme-d-echanges/Programmes-bilateraux-Europe-International>

1.5 [International EU students \(not on an exchange program\)](#)

If you are a citizen of a country belonging to the European Union, you will not need a visa to enter the country.

However, you will need to book your plane ticket depending on the date of the Kick-off meeting of the program that you are going to attend.

Note that you should contact the registrar's office of your host faculty and of the main campus in order to proceed with the course and administrative enrollment (inscription pédagogique et administrative).

1.6 [International non-EU students \(not on an exchange program\)](#)

- Via Campus France

If you are a citizen of a country which belongs to the CEF list, make sure you follow the Campus France rules to obtain your visa.

For more information kindly refer to this link: <http://www.campusfrance.org/en/page/cef-procedure-create-your-file>

- Off Campus France

Non-EU citizens from countries that don't belong to the CEF list have to apply for a student visa at the French Embassy or Consulate in their home country.

Please keep in mind that you can only apply for your visa once you receive your admission at the university.

The documents that are required for your visa application are found on the official website of the French Consulate or Embassy.

2 Cost of living and possible scholarships

2.1 Cost of living

Living in Paris can be expensive!

Tuition fees are around 400€ per year for undergraduate studies and 500 € per year for graduate studies including social security. Expenses for books and educational material are around 300 €. Rent and personal expenses might cost you around 1000 € per month.

NB. Make sure you have enough money to cover your whole stay in France.

2.2 CROUS Scholarship

You can only apply if you have been living in France for two years.

2.3 Eiffel scholarship

To receive the application, send an email to echanges.etudiants@parisdescartes.fr.

For more information:

- Paris Descartes University website:
<http://www.parisdescartes.fr/Actualite/Archives/Bourses-d-excellence-Eiffel-2015-2016> (check out the deadlines, they are different from the Campus France deadlines)
- Campus France website: <http://www.campusfrance.org/en/EIFFel>

NB. The deadline for application at Paris Descartes is usually around the very beginning of December. It is different from the deadline given on the Campus France website which you must not take into account.

3 Accommodation

3.1 Exchange students and students on a EIFFEL scholarship

Since housing in Paris is very difficult to find, we offer a limited amount of rooms (simple or double) at CROUS and Cité Internationale Universitaire de Paris (CIUP). You have a priority for these rooms, however you need to ask the central international relations office (echanges.etudiants@parisdescartes.fr) to reserve a room for you once you get accepted.

Your application for a student accommodation should be submitted online -> <http://moodle.sorbonne-paris-cite.fr/?lang=en> (click on login, create your account if you haven't got one, go to relations internationales).

Paris Descartes University invites you to respect the conditions of the contract that you will sign once you have your application approved.

3.2 Regular International student

We recommend that you look for an accommodation before your arrival, as it can be really hard to find a good one in Paris. Most students pay between 400 and 600 € per month for accommodation.

We would like to warn you that the rents are high so unless you are lucky to get a room at the CIUP residence, you will most likely get a room for a high price.

The prices depend on the area, for example districts 5, 6, 16 and 8 are the most expensive ones. Yet you can find cheaper rents in districts 18, 19 and 20 or in the suburbs (cf map).

Paris Descartes University doesn't provide housing, therefore you must look for an accommodation on your own because there is very little chance that the university can make an offer.

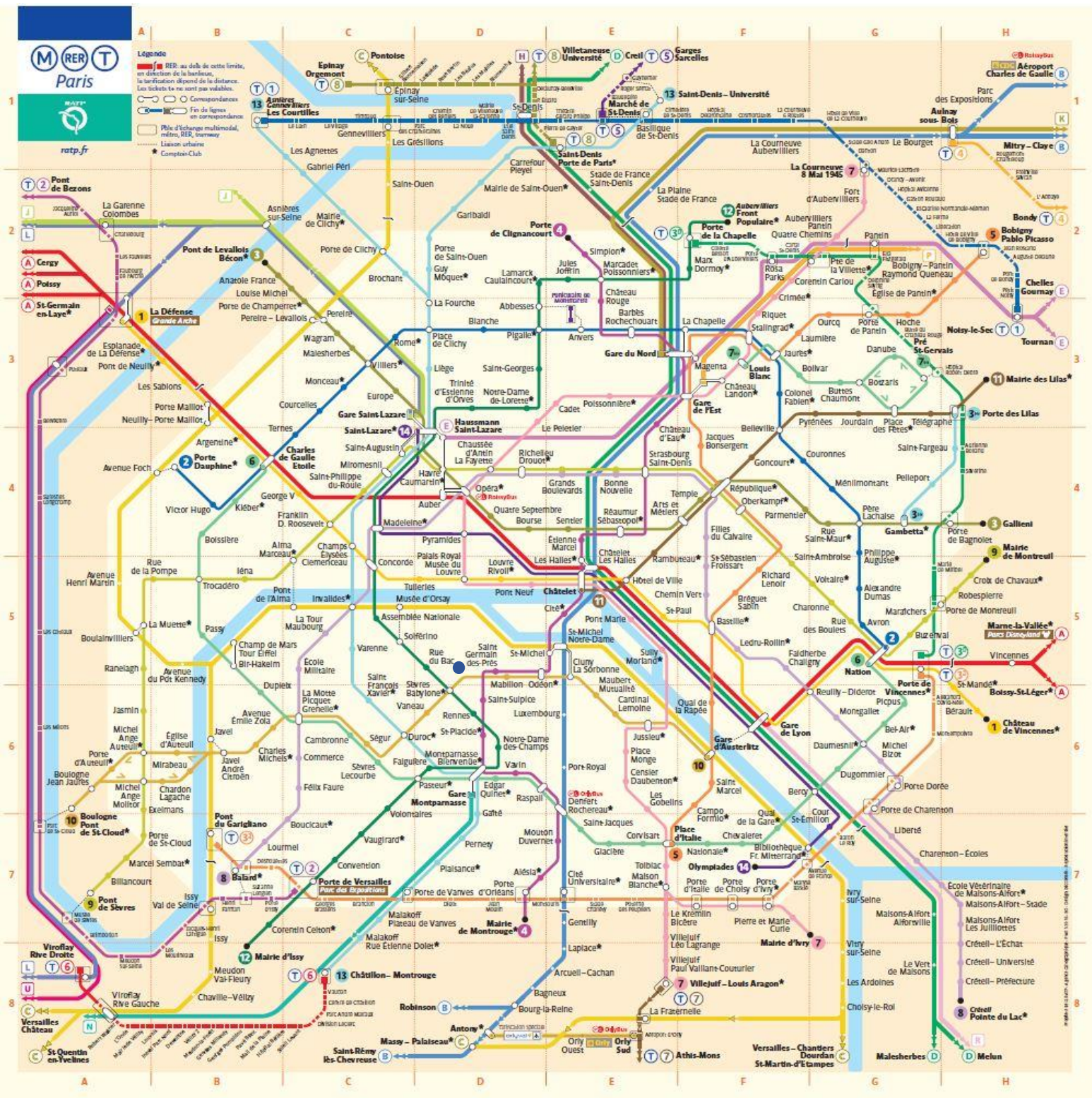
If you received your authorization of enrollment letter before May 31st, you can register for accommodation on this link: <http://moodle.sorbonne-paris-cite.fr/?lang=en>. However exchange students have a priority so you will be put on the waiting list and will be contacted only if there are some vacant rooms left.

Map:

● Location of the faculty on the map

You can get there using three metro lines:

- Saint Germain des Près station (line 4)
- Sèvres Babylone station (line 12)
- Mabillon station (line 10)





3.3 Looking for accommodation

3.3.1 Cité Universitaire (CIUP)

Located in the south of Paris, the Cité Universitaire has a number of different “houses” (Canadian House, Japanese House, German House, American House, etc.) where foreign students can apply to live. You can apply directly on this link: <http://www.ciup.fr/>.

NB. We recommend that you apply as soon as you receive your authorization of enrollment because their rooms are highly sought after. The cost of a room is usually between 450 and 600€.

3.3.2 Private owners and real estate agencies

You can find here a list of websites and places you can contact:

http://www.biomedicale.parisdescartes.fr/IMG/pdf/Liste_Hebergements_Etudiants_Paris.pdf

WARNING: frauds are everywhere! If you rent an apartment before your arrival, never send money to the owner without an official contract.

Apartment agencies being quite expensive, we would recommend that you try and find on your own first.

WARNING: some dishonest agencies ask you to pay in exchange for a list of apartments. Never pay for a list, you only pay when you have chosen an apartment!

3.3.3 Shared housing

In some cases the best way is to share an apartment where you will have a bigger place at a lower price.

<http://www.illicoloc.net>

<http://www.appartager.com>

www.colocation.fr

www.centraledesparticuliers.com (PARTAGE section)

3.4 What you have to know when renting a place

3.4.1 Guarantor

In order to rent an apartment you are usually asked:

- To prove that you make four times the rent in a salary

OR

- Someone needs to be your guarantor. In most cases, they will require that your guarantor be living in France to ensure that the rent is going to be paid by the end of the month.

Legally, your guarantor can be anyone living anywhere as long as they provide the necessary documents (salary statements, proof of address, identity card, etc.).

However, landlords can choose whether or not to accept any given guarantor. Mainly they prefer someone in France in order to track them down in case of emergency.

In other cases some agencies tend to accept international guarantors.

Another alternative is to set up a frozen bank account as a security. Typically the account should contain 1 year of rent and remain frozen for the duration of the rental contract.

Nevertheless, it's up to the landlord to approve the situation.

In case you cannot find a guarantor, it might help to show that your financial status allows you to pay the rent, although this will often be considered insufficient.

3.4.2 Insurance

Having house insurance is mandatory in France. Most landlords will require proof of insurance which is affordable (starting from 15 € per month).

You can look online “assurance habitation” and compare the prices between several insurances. Banks can also provide you with this type of insurance. When you open your bank account ask about their offers.

3.4.3 Deposits

Every landlord will ask you to pay a deposit. Usually the deposit is equivalent to one month's rent. This money is given back to you at the end of your rental contract on the condition that the apartment is in a good situation.

When receiving the keys to your apartment, the landlord has to go through it with you and will note down its state on what we call an “état des lieux d'entrée”. You also need to take notes of every single detail.

These notes will be used at the end of your rental contract to determine what damages you have caused and what was originally there, so be extremely picky. Taking pictures of any existing damage can be helpful when checking out of the apartment.

3.4.4 Application

Most of the time, you will be asked to present the following documents while looking for housing:

- Three latest paychecks of your guarantor;
- Latest tax form of your guarantor (which includes a description of the value of his/her house);
- Copy of your guarantor's passport / ID card;
- Copy of your passport / ID card;

- Proof of enrollment in the school;

Make sure you come to Paris with all these documents and check with the landlord/agency that you don't need anything else.

3.4.5 Financial help for housing

As a student in a public university, you have the right to ask for financial help for housing (called "APL"). It is awarded by the "Caisse des Affaires Familiales" (CAF). You can find more information in English on the following website: <https://www.caf.fr/actualites/2016/aide-au-logement-etudiant#drapeau%20anglais>

You can apply for CAF only when you arrive in France and when you get an accommodation with a legal contract.

You will need to open a French bank account to be registered. Please note that the first month of rent is not taken into account back and some people are not eligible for CAF.

4 Pre-arrival Checklist

4.1 Health

- ☐ Obtain a European Health Insurance Card or insurance that covers you during your trip and at least until you are registered in the French system
- ☐ If you receive on-going medical treatment and / or medication, obtain a letter from the doctor in your home country (in English or French if possible) with the details as it may be useful for your new doctor. Check whether you can take your medication on your flight and through customs.

4.2 Finances

- ☐ Consider how much money to bring to France (and whether your home country restricts the amount of cash that can be taken out of the country and how much you can bring into France) and / or whether to use Travelers Cheques. You should request money in 5€, 10€ and 20€ notes as 50€ notes and above may not be accepted for smaller payments.
- ☐ Ensure you have sufficient money in cash / credit card to cover your expenses until you open a bank account.
- ☐ Establish whether your current bankcard, if applicable, can be used in France and whether your bank can provide any advice about transferring money to France.

4.3 Transportation

- ☐ Plan your onward journey to Paris Descartes University.
- ☐ Consider baggage restrictions on your flight.
- ☐ Check any restrictions on goods that can be brought into France.
- ☐ Consider travel insurance.

4.4 [Preparing to study](#)

- ☐ Make sure you gathered all the documents needed for enrollment (diploma, transcripts, etc.)
- ☐ Consider bringing money for course material (around 300€ for one year)

4.5 [Living in France](#)

- ☐ Consider whether you need an adaptor for any electrical equipment you intend on bringing to France.
- ☐ Consider the Paris Climate: <http://en.parisinfo.com/practical-paris/useful-info/climate>

4.6 [Immigration](#)

- ☐ Check the details of your entry visa
- ☐ Ensure you enter France within the validity of your visa
- ☐ Make photocopies of your passport and visa
- ☐ Carry a print out of your admission letter in your hand-luggage as well as any other documents you used for your visa application
- ☐ Collect your OFII vignette promptly on arrival in France

For more information check the following website: <http://www.diplomatie.gouv.fr/en/coming-to-france/>



ARRIVAL IN PARIS

1 Passport control and immigration

Non-EU travelers have to pass through a passport and visa check. Please pay attention to the required documents that you should have upon arrival:

- Visa
- Admission letter from Paris Descartes
- Medical Insurance
- Proof of accommodation

2 Getting to Paris from the airport

At the airport you'll find many options that lead you to Paris. Some of which are cheaper than others.

The links below provide you with detailed information about the different types of transportation and their costs from both Paris Charles de Gaulle and Paris Orly.

<http://www.parisaeroport.fr/en/passengers/access/paris-charles-de-gaulle/find-my-route>

<http://www.parisaeroport.fr/en/passengers/access/paris-orly/find-my-route>

You can buy tickets using machines near the gates of the train station. You will most likely need to take different trains to get to your destination. We advise you to ask for a free public transportation map at the booth.

3 Validation of your visa

Within the three months of your arrival in France, you must complete the OFII procedure in order to validate your stay in France. Otherwise your stay will be considered illegal.

Kindly follow the steps below in order to validate your visa:

- 1- Fill and send to the OFII the "demande d'attestation OFII" (a document that the embassy gave you before leaving your country), along with a copy of your passport, a copy of your visa and the stamp showing the date of your arrival in France.

If you don't have the document you can download it from the following website:

<http://www.diplomatie.gouv.fr/en/coming-to-france/colonne-droite-7343/application-forms/article/ofii-application-form-in-french>

You have two options:

- prepare the documents and bring them to the OFII stand at Cité Universitaire between mid-September and mid-November (17 Boulevard Jourdan, 75014 Paris; RER B “cité universitaire”) in order to take an appointment.

OR

- send the documents to the OFII by “lettre recommandée” (ask for a slip at the post office). There is a list of different OFII offices at the back page of the application form or on the OFII website online (choose the address according to where you live).

Note that you will get an appointment faster if you go to “cité universitaire”.

2- OFII will send you a “convocation letter” for a medical visit which you must attend with the following documents:

- Passport and visa
- Proof of enrollment at the University
- Proof of address
- Photo of identity
- A stamp of 58 Euros which you can get online <https://www.timbresofii.fr/> or at a tobacconist's shop

3- A proof of your medical examination will be given to you along with your residence permit that will be stamped on your passport. For more information: <http://etudiantdeparis.fr/node/20> and <http://www.ofii.fr/>.

4 Visa renewal procedure

You should start with the visa renewal application three months before the expiration of your student visa. You will need to fill the **original application in French** that you will pick up from the main campus at Odeon:

DEVU
Bureau d'accueil des étudiants
Bureau A1- 12, rue de l'Ecole de Médecine
PARIS 6e
Tel. : 01 40 46 17 50

All the details are listed on the following link which you will be able to access once you are a registered student:

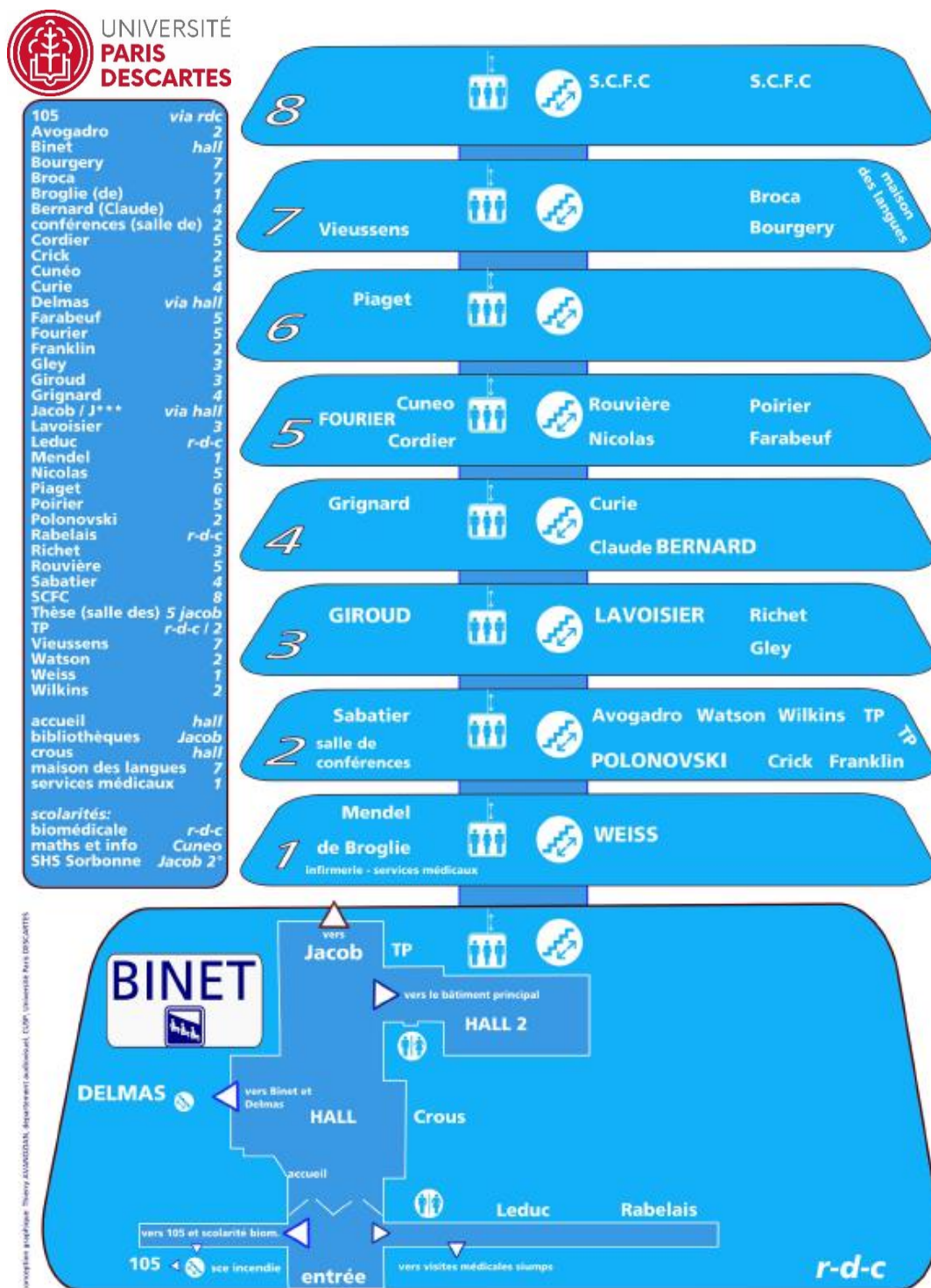
https://moodle.biomedicale.parisdescartes.fr/pluginfile.php/29121/mod_resource/content/1/Visa%20renewal%20memo.pdf

PRACTICAL INFORMATION

1 Life on Campus

1.1 Map of the Centre Universitaire des Saints Pères (CUSP)

The building is located at 45, rue des Saints Pères 75006 Paris and is called the CUSP. It hosts three faculties: Basic and Biomedical Sciences, Mathematics-Computer Science and Social Science.



1.2 Rules and code of conduct

1.2.1 Commitments

- Act with courtesy and respect to all people who live, work and study at Paris Descartes or who are connected in any way with the University,
- Respect the campus environment and use all facilities with care and consideration,
- Attend all face-to-face classes and be punctual and committed to your studies and work to achieve the best results possible,
- Take responsibility for seeking any support needed and make the most of the support available to you, for example use the Moodle,
- Help us improve your experience by telling us what you think through supporting your program representatives and providing constructive feedback. Your tutor or the class delegate will be here to receive your feedback.
- Regularly check your University email account, moodle, telephone even if you are abroad,
- Be honest and responsible: Cheating will NOT be tolerated and will be penalized,
- Comply with the University's policies and procedures,
- You have to participate actively while in class. Passivity will not be tolerated.

1.2.2 Attendance and punctuality

- No absence will be tolerated. All absences HAVE to be justified. You need to tell the program chairs and bring a proof to the "scolarité" (registrar's office) within ONE WEEK maximum.
- If you arrive more than 15 minutes late, you WILL NOT be able to attend the course and will have to wait for the next one.
- If you do not respect the attendance and punctuality rules, you will be penalized. If your absences or lack of punctuality are persistent, you will face the risk of being expelled from the program.

1.2.3 Stay up to date

- Each student HAS to check his/her paris descartes email account daily.
- Each student MUST check the moodle platform regularly.
- Each student MUST tell the "scolarité" about any change of email address, home address or telephone number.

1.3 Registration/Enrollment

1.3.1 Contacts

Faculty's website: www.biomedicale.parisdescartes.fr

The registrar's office is usually open

Monday till Thursday: from 9am till 12pm and 1pm till 5pm

Friday: from 9am till 12pm and 1pm till 16:30

For more information kindly contact the respective email:

PACES: scola.paces@parisdescartes.fr

L1: scola.licence1@biomedicale.parisdescartes.fr

L2: scola.licence2@biomedicale.parisdescartes.fr

L3: scola.licence3@biomedicale.parisdescartes.fr

MASTERS: 6 specialties handled by:

Isabelle.guenerie@parisdescartes.fr: Biomedical Engineering, Biologie Cellulaire, Physiologie, Pathologie.

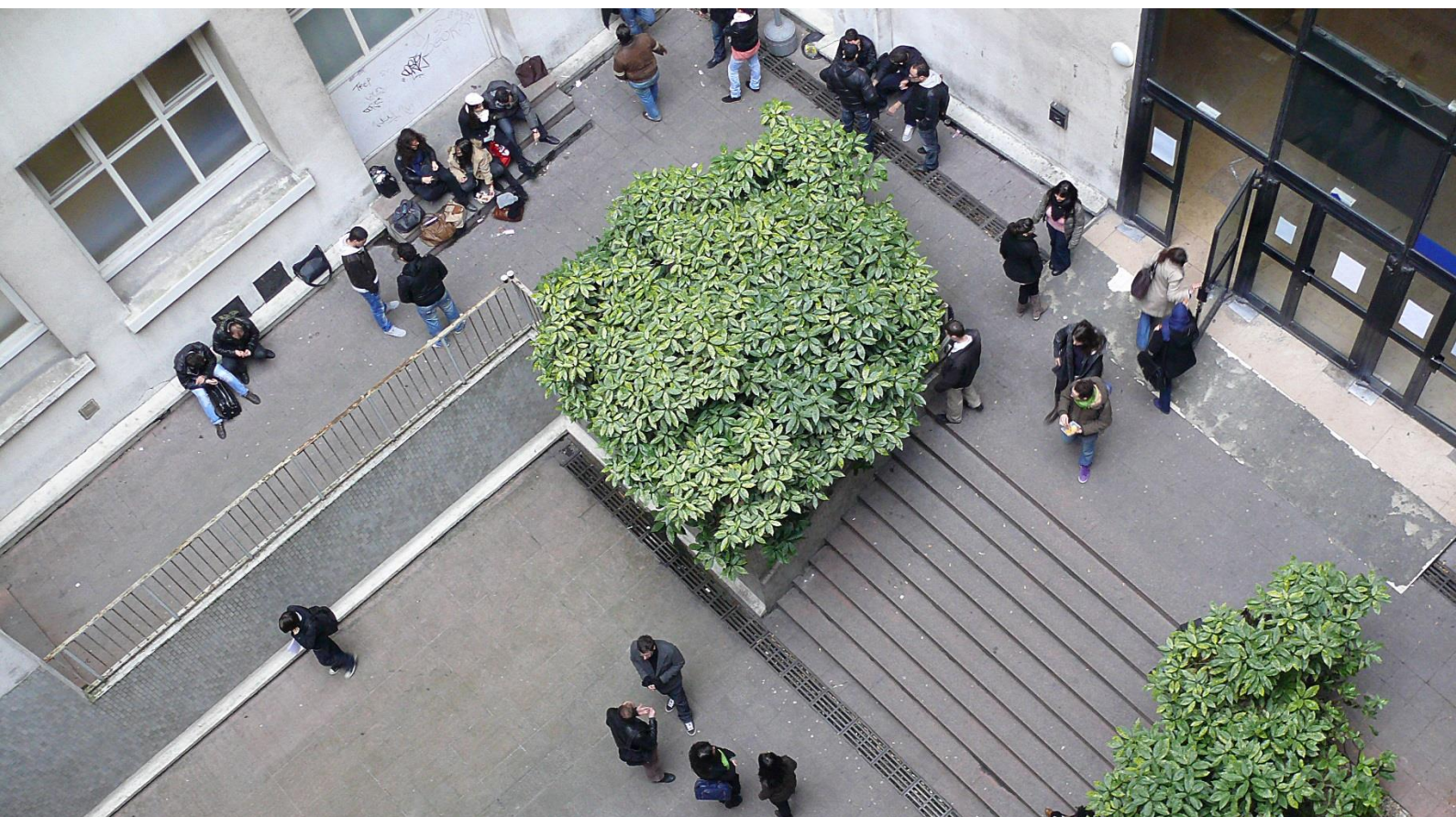
marie-line.beauvisage@parisdescartes.fr: Toxicologie, Chimie.

severine.thiery@parisdescartes.fr: Ergonomie, Physique Médicale et du Vivant, Sciences Cognitives.

INTERNATIONAL RELATIONS: isabelle.guenerie@parisdescartes.fr

1.3.2 Registration form

The form below is the translation of the original French one that you will need to fill once you arrive at the university. It is a paper form. READ IT since it will help you understand what kind of information you will need when filling out the French form.



PARIS DESCARTES UNIVERSITY

REGISTRATION FORM ACADEMIC YEAR 2015-2016

TO BE USED FOR THE FIRST REGISTRATION OF THE CURRENT YEAR

PARIS DESCARTES STUDENT NUMBER

Must be completed for any re-enrollment at Paris Descartes since 1991/1992

--	--	--	--	--	--	--	--	--	--

- ☐ Fill in the registration form in **CAPITAL LETTERS**
- ☐ Check the boxes corresponding to your situation
- ☐ colored boxes are reserved for the University administration

Total amount :

CIVIL STATUS

Last name (of birth):

First name 1 :

Maiden name (if applicable):

First name 2 :

National Student Number (INE ou BEA) :

--	--	--	--	--	--	--	--	--	--

← REQUIRED FIELD

Birth date :

						19		
--	--	--	--	--	--	----	--	--

Number of French department of birth:

--	--	--

or Country :

Country code:

--	--	--

City of birth:

(Specify the district number for Paris, Lyon and Marseille)

Gender: ☐ F - Female

☐ M - Male

Citizenship:

Citizenship code:

--	--	--

☐ 1 - Single with no child

☐ 3 - Single with children

Number of children:

Marital status :

☐ 2 - In a relationship with no child

☐ 4 - In a relationship with children

Number of children:

HEALTH AND DISABILITY ASSISTANCE

If you suffer from a disability implying adjustments of schedule or examination process, specify which one:

- ☐ A -Hearing disability ☐ M - Motor disability ☐ V - Visual disability ☐ XX - Other

MILITARY SITUATION (only for French students)

- ☐ 3 - Exempted ☐ 4 - Service completed ☐ - Registered by the government (under 18 years old)
☐ 6 - JDC- Defense and Citizenship Day ☐ 7 - Pending

FIRST INSCRIPTION

Year of entry into higher education :

--	--	--	--

- Name of Institution:

Year of first registration in a French public university:

--	--	--	--

- (ex : Toulouse 3, Paris 5 ...)

Year of your registration at Paris Descartes University:

--	--	--	--

-

SECONDARY SCHOOL EDUCATION

Year of graduation :

--	--	--	--

☐ In France

☐ Abroad

Track: (For Scientific degree, specify the specialty)

Degree or Equivalent Code:

Distinction/Honors:

Distinction code:

Type of institution:

☐ LY - High school

☐ 15 - Other

Name of institution:

Departement number:

--	--	--

ADDRESSES

Permanent address (outside the academic year) :

Street number, Street name, Building, etc.. :

Zip code : City:

Country:

Home Phone:

Type of accommodation during the academic year :

- ☐ 1 - University residence ☐ 2 - Residential care home ☐ 3 - CROUS housing ☐ 7 - Other
☐ 4 - Parental home ☐ 5 - Individual home ☐ 6 - Student dorm

Address for the current academic year (if different from permanent address):

Street number, Street name, Building, etc.. :

Zip code : City:

Country:

Home phone:

Student's mobile phone :

Student's personal email address :

REGISTRATION PLAN

- ☐ 1 - Initial training ☐ 2 - Continuing education funded by a public or private body
☐ 3 - Learning ☐ 4 - Further education is not financed by a public or private body

STATUS

- ☐ 01 - Student ☐ 03 - Continuing Education Intern ☐ 05 - International Exchange (incoming)

SOCIO-PROFESSIONAL STATUS

Are you currently employed?

- ☐ Yes ☐ No

Warning: for workers born on or after 01/10/1987, please provide work contract (or a certificate from your employer) and payroll statement issued within less than 3 months

If yes, specify the nature of your job:

CSP Code :

Professional activity of the student during the academic year (check one box only) :

- ☐ 40 - Paid student (as part of his/her study program)
☐ A1 - Temporary contract (CDD) ☐ A2 - Permanent contract (CDI) ☐ A4 - Self-employed professional
☐ B4 - Public sector employee ☐ B7 - Professor-to-be
☐ Intern on a leave of absence (Registrar's office stamp mandatory) →

Registrar's
office stamp

Working hours: ☐ 1 - Full time ☐ 2 - Part time (more than 120 hours/quarter)
(for the whole year) ☐ 3 - Part time (less than 120 hours/quarter)

Occupation of the student's father :

CSP Code :

Occupation of the student's mother :

CSP Code :

INTERNATIONAL EXCHANGE PROGRAMS (only for students enrolled at Paris Descartes)

- ☐ Incoming student Country : Name of home institution :
Name of exchange program :
Program: ☐ 1 - Socrates Erasmus ☐ 9 - Other EU program ☐ X - Bilateral agreement outside EU

LAST INSTITUTION ATTENDED

Type of the institution:

- ☐ 00 - French university ☐ 10 - Foreign institution ☐ 15 - Other ☐ LY - High school

Number of French department : or country :

Year :

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Name of institution:

SITUATION DURING THE PREVIOUS YEAR (studies attended in 2014/2015)

- ☐ A - French high school ☐ B - BTS ☐ C - IUT ☐ D - CPGE ☐ E - Engineering school ☐ F - ESPE (IUFRM)
☐ G - Distance learning ☐ H - French university ☐ J - Management school ☐ K - National school
☐ Q - Foreign high school ☐ R - Foreign university ☐ S - Other institution

☐ T - Currently out of school, never registered in a higher education institution before
out of school, previously registered in a higher education institution

☐ U - Currently

Name of institution

Number of French department :

--	--	--

or Country :

LAST DEGREE OBTAINED

- ☐ 001 - French baccalauréat ☐ 002 - DAEU ☐ 003 - ESEU ☐ 004 - Capacité en droit ☐ 010 - BTS ☐ 011 - DUT
☐ 012 - Attestation CPGE ☐ 013 - DEUG ☐ 016 - PACES ☐ 029 - Other undergraduate program
☐ 040 - Licence ☐ 050 - Maîtrise
☐ 055 - End of second cycle of medical, pharmaceutical, dental, midwifery studies
☐ 056 - Midwife degree ☐ 069 - Other 2nd cycle diploma (other than Master's degree) ☐ 072 - Master's degree
☐ 89 - Foreign high school degree
☐ 073 - Engineering degree ☐ 079 - 3rd cycle University degree ☐ 090 - Other foreign post-graduate degree
☐ 519 - Other French post-graduate degree ☐ 900 - No diploma ☐ L - Paramedical and social Diploma :

Name of institution :

Number of French department :

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or Country :

Academic year:

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CONCURRENT CURRICULUM (outside of Paris Descartes) IN 2014-2015

Are you registering in another institution besides Paris Descartes university?

If you are, please specify the type:

- ☐ 00 - Another university: ☐ 01 - BTS
☐ 02 - CPGE ☐ 03 - Business school ☐ 04 - Engineering school ☐ 05 - Private institution of higher education
☐ 06 - Artistic or cultural institution ☐ 10 - Foreign institution
☐ 11 - ENS ☐ 13 - School of architecture ☐ 14 - ESPE (IUFRM) ☐ 15 - Other
☐ 17 - Distance learning ☐ 18 - Paramedical or social institution

ADMINISTRATIVE REGISTRATION AT PARIS DESCARTES

Clearly write the title of the degree or program,

indicating what year you will be attending

(for example: 1st year of licence, 3rd year of medical studies, 2nd year of master...)

and faculty of registration:

Etape code :

Vet code:

Vdi code :

Distance learning

- ☐ From a foreign country
☐ From France

SCHOLARSHIP (exemption certificate to be collected from the Paris Descartes scholarship office)

If you are on a scholarship for the degree mentioned above, indicate the type of grant and provide supporting documents:

- ☐ 01 - Foreign student on a French scholarship awarded by the government
☐ 02 - Scholarship based on social criteria
☐ 09 - Scholarship pending

Scholarship holder in 2015/2016

- ☐ Yes ☐ No

N° Identifiant National Étudiant (INE)

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PROFILE AND SOCIAL SITUATION

Profile code :

Social situation code :

* boxes filled by university administration

STUDENT SOCIAL SECURITY POLICY

Mandatory: check (and only one) box in the table below.

Your answer will determine what social security system you belong to.

Cases of potential affiliation to student social security depending on the parent in charge's social security plan. If retired, check the box corresponding to your situation before retiring.	Cases of non-affiliation to student social security (if the cases below are not applicable to your own situation, make sure you checked one of the boxes in the left frame):
<input type="checkbox"/> French system for salaried employees or agricultural workers (medical professions under agreement, government employees, artists, authors, CCIP (Paris Chamber of Commerce), unemployed, Banque de France)	<input type="checkbox"/> Beneficiary of an ARE (tuition fees paid for by Pôle Emploi)
<input type="checkbox"/> French system for artisans, merchants, self-employed, Military, EDF, GDF, Mining, RATP, Senate, cults, lawyers' clerks and assistants	<input type="checkbox"/> Already affiliated to the student social security in another higher education institution
<input type="checkbox"/> Merchant Navy (ENIM), national theaters, UN, National Assembly, Autonomous Port of Bordeaux	<input type="checkbox"/> Beneficiary of your spouse's, partner's or PACS partner's social security
<input type="checkbox"/> French system for the SNCF	<input type="checkbox"/> You are from a EU country <u>other than France</u> and holder of the European Health Insurance Card (EHIC)
<input type="checkbox"/> Other situation or foreign student (Automatic affiliation)	<input type="checkbox"/> Your parents are French agents in a international organization
	<input type="checkbox"/> Other social security system (for example: worker...)

If you were born before 01/10/1987 (over 28 years old) and benefit from an extended affiliation,

indicate the reason for this extension:

Extension code :

Indicate your social security registration number:

PAYING CENTRE

(mandatory for: • students affiliated to the students social security system

• beneficiaries born between 01/10/1996 and 30/09/2000)

Choose your paying center (if you subscribe to student health insurance, the center you choose MUST match your health insurance center).

☐ Center 617 - SMEREP

OR

☒ Center 601 - LMDE

Signature (mandatory) :

Signature (mandatory) :

For beneficiaries, provide the name and date of birth of the parent/person in charge

Last name:

First name:

Date of birth:

PHYSICAL ACTIVITY AND SPORTS (Optional Fees)

If you wish to practice a sport at Paris Descartes University, you need to check the box (not for STAPS students) : ☐ YES

If you practice sport in a club: important information on the SUAPS website

All information available on www.suaps.parisdescartes.fr / registration from September 9, 2015

Medical certificate required for final registration

1.3.3 Procedure

First you need to complete your [course enrollment procedure at the host faculty](#): it should be completed at the registrar's office (scolarité) of the Basic and Biomedical Sciences Faculty of Paris Descartes University located on the ground floor of 45, rue des Saints Pères 75006 Paris.

Exchange students should report to the BRI (Bureau des Relations Internationales) of the Faculty. It is also located at the registrar's office inside the master's office.

Kindly find below the documents needed (original + translation in French or English):

- For all Licence students:

- The online application form signed by the student and the home university
- The Learning agreement: We remind you that we will not accept students with a learning agreement of less than 30 ECTS for 1 semester-long exchange and less than 60 ECTS for 1 year-long exchange.
- A copy of the transcript showing the academic level courses completed
- A proof of French B2 level
- A copy of your ID card /passport
- A copy of your student card

In order to apply to you mobility, you must fill out, print and sign **the online application form** ("**formulaire de candidature en ligne**"):

<http://www.parisdescartes.fr/INTERNATIONAL/Venir-a-Paris-Descartes/Etudiants-en-programmes-dechanges/Erasmus>

<http://www.univ-paris5.fr/INTERNATIONAL/Venir-a-Paris-Descartes/Etudiants-en-programmes-dechanges/Programme-d-echange-bilateral>

- For all M1 students:

- Original and photocopy of transcript (grades) of high school diploma
- Original and photocopy of transcript (grades) for each year or semester of studies after high school
- Original and photocopy of National ID or passport
- 2 passport photos (bare faced with first and last name written at the back)
- 2 stamped envelopes (20 grams each)
- A certificate of civil liability

- For all M2 students:

- Original and photocopy of transcript (grades) for each year or semester of studies after high school
- Original and photocopy of bachelor's and Master's diploma
- Original and photocopy of National ID or passport
- 2 passport photos (bare faced with first and last name written at the back)
- 2 stamped envelopes (20 grams each)
- A certificate of civil liability

- For employed students:

- Documents listed above
- Work contract covering at least the following period : October 1st 2013 until September 30th 2014

- For foreign students:

- Documents listed above
- Original and photocopy of valid residence permit or in process of renewal
- Birth certificate for all foreign students or students born outside of France

- For students on scholarships:

- Documents listed above
- Final or conditional decision notice of scholarship

Then you will need to complete your [administrative enrollment at the University](#): when you finish the course enrollment procedure you must go to the main campus of Paris Descartes on the day of time of the appointment given by the registrar's office **with all the necessary documents** (ask the person that is handling your enrollment procedure), in order to pay your tuition fees and receive your student's ID card at the following address:

Université Paris Descartes,
12 rue de l'École de Médecine, 75006 Paris - "Salle des Inscriptions"
Métro : Odéon or RER B : Cluny La Sorbonne.

1.3.4 Social security and complementary health insurance (called mutuelle in French)

The French health system includes mandatory basic health insurance (Social Security: Sécurité Sociale) and optional extra health insurance to supplement this. Affiliation to the Social Security is mandatory and you must report to the closest social security center to your place of residence. It entitles you to obtain the refunding of your medical care throughout your stay.

NB. Social Security hotline in English:

- 0 811 36 36 46 (from France) - Service 0.06 € / min + prix appel
- 0033 811 36 36 46 (from abroad)

Monday to Friday, from 8:30 a.m. to 5:30 p.m.

The "Mutuelle", is a complementary health insurance which covers the 30% that are not refunded by the Social Security. It is strongly recommended that you subscribe to one. There are a lot to choose from and there are price comparison websites.

Find general information and the social security center you depend on: <https://www.ameli.fr/>

Information for foreign students: <https://www.ameli.fr/hauts-de-seine/assure/droits-demarches/europe-international/protection-sociale-france/vous-venez-etudier-en-france>

1.3.5 Payment of fees

Payment of tuition fees for foreign students: university tuitions are around 200 euros for Licence and 300 euros for Masters. In addition, and unless you are exempted, you will pay the CVEC (around 90 euros). This will allow you to obtain your student ID.

1.3.6 Civil liability insurance

It is a personal insurance which protects you in case you harm someone or cause any damage. It is **mandatory** for all students and must be brought as soon as possible to the registrars' office. It can be obtained through SMEREP or LMDE, through your housing insurance or even through your bank. Students must present this document whenever they are going to do an internship in France.

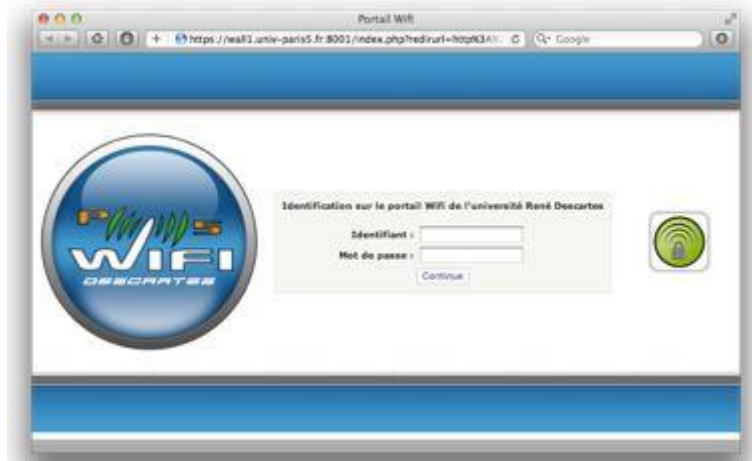
1.4 ENT, Internet access, Student email, Moodle

1.4.1 ENT and WIFI access

- WIFI access:

Internet at Paris Descartes University is free for students. To connect to our wireless network, you will:

- Access the Paris Descartes network and you'll find the page below



- Enter your username in the blank next to "Identifiant" and password in the blank next to "mot de passe". They are found on your enrollment certificate (certificate de scolarité).

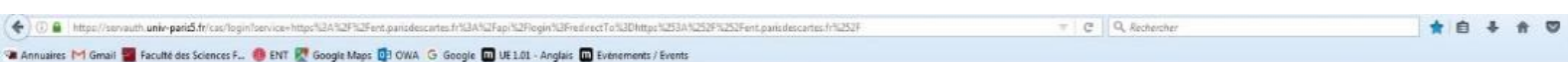
If you are not a current member of the University, a free access to the wireless network is still possible: ask a temporary account at the circulation desk

- Free-access computer rooms for students:

First floor: room T177 and Durkheim room. Second floor: room T209bis

- What is ENT, how to use it?

ENT is a platform that puts online resources for students, teachers, and university staff. It also gives you access to your paris descartes email on <https://servauth.univ-paris5.fr/cas/login?service=https%3A%2F%2Fent.parisdescartes.fr%3A%2Fapi%2Flogin%3FredirectTo%3Dhttps%253A%252F%252Fent.parisdescartes.fr%252F>



1.4.2 Student email:

Every enrolled student at Paris Descartes will have an email once the tuition fees are paid. It will be used for all matters regarding university courses and lessons. It will be numbers at first but we require for you to modify it as follows: name.lastmane@etu.parisdescartes.fr

ATTENTION: your Paris Descartes email «.....@etu.parisdescartes.fr» will be the only way of communication between you and the faculty.

You must change it to «prénom.nom@etu.parisdescartes.fr») and must use it on daily basis!

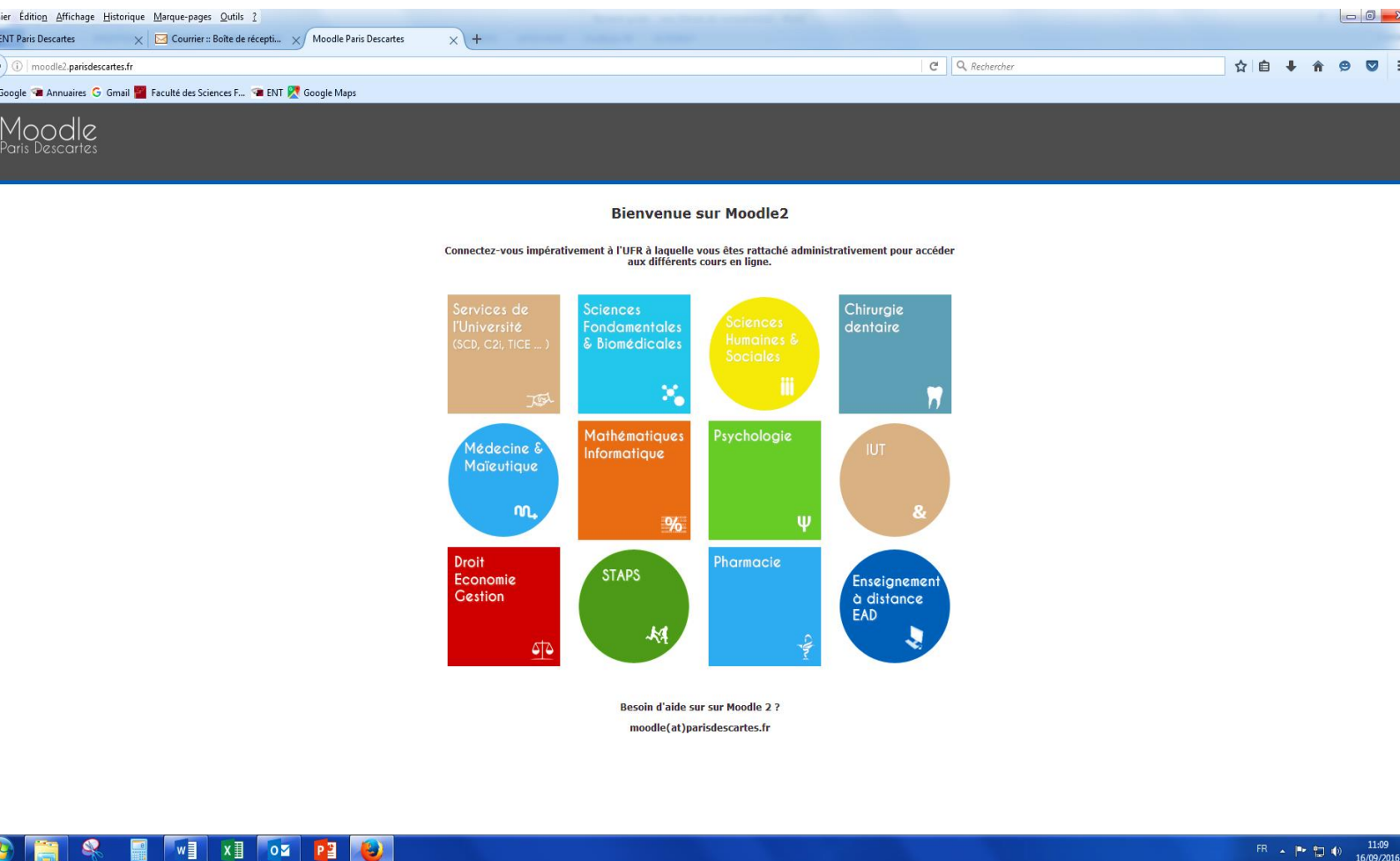
In order to use your email inbox, go to the ENT, enter your username and password (which are found on the enrollment certificate that is handed to you upon payment). Then, go to 'messagerie' and check or send emails.

1.4.3 Moodle

Moodle is an e-learning system managed by Paris Descartes. The system allows a better communication between students and teachers and share information respectively.

Moodle is **THE main communication tool** between students and teachers. It contains course materials, internship offers, and classroom changes: **EVERYTHING is on Moodle!** To access the Moodle, go to the following website: <http://moodle2.parisdescartes.fr>

Then click on “Sciences Fondamentales et Biomédicales”, enter your username and password in order to have access to all the information.



1.5 Calendar and grading system

1.5.1 Academic calendar, holidays and exams

There are two semesters during the academic year. The first one starts beginning of September and the second beginning of January. The Registrar's office publishes the online course schedule with holiday periods before the beginning of each semester.

For more information you can check this website:
<http://www.biomedicale.parisdescartes.fr/Calendriers-2016-2017.html>

1.5.2 Grading system and assessment

In French Universities, grades are awarded on a 20 point scale. The passing grade is 10/20.

Each semester, there are two sessions of exams for the 30 ECTS (European Credit Transfer System) you have to validate. Semesters are independent from one another but in total you have to validate 60 ECTS over the whole year.

You have to pick a certain number of UE (Unité d'Enseignement=courses) each semester and you get one grade for each UE. You are also attributed a French classification (cf below) based on your overall average for the first session exams only. But you will not get any classification if you have to take the second session exams.

To pass the semester at the first session OR the second session, you must have an overall average equal or higher than 10/20 with all grades above 7/20.

If you do not fit these conditions, here are the different cases you can face:

- Your overall average is lower than 10/20: you must attend the second session and take all exams for which your grade was lower than 10/20.
- Your overall average is equal or higher than 10/20 but you have one or several grade(s) lower than 7/20: you must attend the second session and take all exams for which your grade was lower than 10/20.

Nota Bene: all grades equal or above 10/20 obtained at the first session are kept for the second session average.

French Grade out of 20	English equivalent out of 100	US grade	French classification	English equivalent
From 16 to 20/20	Pass 80%-100%	A+	Très Bien (excellent)	Summa cum laude
From 14 to 16/20	Pass 70%-80%	A	Bien (good)	Magna cum laude
From 12 to 14/20	Pass 60%-70%	B	Assez Bien (satisfactory)	Cum laude
From 10 to 12/20	Pass 50%-60%	C-D	Passable (passing/average)	/
Below 10/20	Fail	F	Ajourné (unsatisfactory)	/

For your information:

If you earn more than 30 ECTS per semester, your last grade will appear on your report as a complementary course but only if you succeed.

1.5.3 Examination

For each exam, there are two sessions:

Semester 1: the first session is in January and the second session (catch-up session) is in June.

Semester 2: the first session is the last week of June and the second session (catch-up session) is in September.

NB. The registrar's office publishes the exam dates at the beginning of the year on the faculty's website. Note that you need to have your student's ID on the day of any exam.

1.5.4 Cheating

In case of cheating or attempt to cheat during a test or an examination, the student(s) involved will obtain a grade of zero and will be called upon to appear before the disciplinary committee held by the University. Disciplinary measures which can go up to expulsion will be implemented (cf University rules).

1.6 French language courses

1.6.1 French classes

If your program doesn't provide French classes you can take courses at the Maison des Langues: <http://www.parisdescartes.fr/INTERNATIONAL/La-Maison-des-Langues/Les-cours-de-langues-hebdomadaires-au-CdL/FLE-Francais-langue-etrangere>

Contact:

45, rue des Saints Pères 75006, Paris

7th floor,

Tel: 01 42 86 33 25, ou

Email: contact@mdl.parisdescartes.fr

1.6.2 SILC

The Maison des Langues gives out French courses, French civilization courses and Cultural Visits dedicated to all international students whether they are on an Exchange Program or NOT.

Two sessions are possibles :

- Session in September open for students that are on an exchange program for one semester and for students who have a one year student visa and registered for the whole year.
- Session in January open for students that have a student visa and are registered for the second semester.

Contact: echanges.etudiants@parisdescartes.fr

1.6.3 Preventive medicine and disability support

1- SIUMPPS: Inter-University Preventive Medicine and Health Promotion Center

The “Médecine Préventive” department is at your service.

Office: Saints Pères Campus, 45 rue des Saints Pères, 75006 Paris on the first floor, room T145.

Opening hours: Every day of the week (Monday till Friday) from 9am until 5pm except during lunch break from 12:30 until 1:30pm.

In order to make an appointment you can:

- Call : 01 42 86 21 29 (If you don't get an answer insist on calling because sometimes they might be very busy)
- Send an email to: accueil@siumppps.parisdescartes.fr
- Go to www.doctolib.fr write **SIUMPPS** in the first box (Médecin, établissement...), then click on SIUMPPS Paris Descartes. On the next page, click on “CLIQUEZ ICI” right next to Paris Descartes. You then have to choose a specialty (dentist, preventive medicine, psychologist), the reason for your appointment (check-up, certificate, treatment, etc.). And finally, you have to pick a date and a time. Accept and continue.
- You can also follow them on Facebook: SIUMPPS-Centre-de-Santé-des-Saints-Peres

N.B: Doctors that work in this office speak different languages such as English, Spanish, Italian, Chinese and Arabic.

They can help you in case you need a sports certificate, a prescription or other requests.

Please note that you have to specify the reason of your appointment because they will only examine you according to what you chose when filling out the form online.

More information: www.siumpps.parisdescartes.fr (click on foreign students)

- 2- Paris Descartes promotes activities and services for people with disabilities. There is a service office where they can:
 - Report difficulties or particular needs
 - Receive information about services offered (especially on a pedagogical level such as academic support, help in the classroom, extra time to sit for an exam, etc....)
 - Make suggestions
 - Receive information on internships

For more information :

Le service Accompagnement Santé & Handicap

12, rue de l'école de médecine 75006 Paris

The office is accessible by an elevator which is found on the ground floor

Email: accueil.ash@parisdescartes.fr

tel : 01 76 53 17 72

1.7 Student organizations

1.7.1 APS

It's is a student organization for undergraduate and graduate students of the Faculty of Basic and Biomedical Sciences at Paris Descartes. It guides students at Paris Descartes University and offers different services:

- Events
- Pedagogy
- Student representation
- Communication

APS helps students to easily integrate into the university environment throughout several events such as dinners or orientation events.

The APS office can be found on the first floor, on the left of the AMPHI WEISS.

You can find their news, events, articles, photos and videos, etc. on their facebook page, snapchat or their website:

- www.aps-paris5.fr
- Facebook : Amicale Paris Sciences
- Snapchat : assosaps

APS offers diverse services for students:

- **THE SCNACK BAR:** when you have courses all day long and you feel like having a snack, you can have a small break at the APS office. You can find tea, coffee and other fresh drinks, chocolate bars, chips and Chinese noodles!!!
During lunch breaks, microwaves are at your disposal in order to heat your food up.
- **LAB COAT/SMOCK:** you can buy a lab coat that fits your size in our office.
If you forgot yours at home, pass by the office they can lend you one. However, be careful since we can only lend you the material three times per semester and you should not forget to hand it back.
- **THE BOOKBINDER:** the APS allows you to bind your copybooks, courses and reports in order to keep them in good conditions and preserve them to study for exams! A member of the association will handle the document's binding for a modest sum of 2 €, or 1 € if you're a member.
- **PHOTOCOPIES:** the APS has a black and white photocopy machine at the disposal of its members, for a modest sum (1.50 € for 50 photocopied sheet).

Email: assosaps@gmail.com

1.7.2 C2P1 (for PACES students only)

The Cartesian Circle of PACES (C2P1) is an association that puts forward a mentoring program for all PACES students at Paris Descartes University which will help them be better prepared for the exams of medicine, pharmacy, dental, and physiotherapy. It also offers mock exams, group work and supplies educational material. This association also organizes events and vacation trips during holiday periods.

Email: contact@c2p1.fr
Site web: www.c2p1.fr
Facebook: [cercle cartésien des PACES - C2P1](https://www.facebook.com/cercle.cartésien.des.PACES-C2P1)

1.7.3 Les Cartésiens

Les Cartésiens unifies doctors and doctorates of different fields of study from Paris Descartes University in order to develop one joined network. It gathers sociologists, doctors, legal experts, biologists, psychologists, chemists, pharmacists, doctors in Educational Sciences, political specialists, etc... with the objective to increase the value of PhD studies. This association participates in think tanks about PhD studies at Paris Descartes and Sorbonne Paris Cité University.

Email: lescartesiens.asso@gmail.com
Site internet: www.lescartesiens-asso.fr
Facebook: [Les Cartésiens : le Cercle des Docteurs et Doctorants de Paris Descartes](https://www.facebook.com/LesCartésiens-leCercleDesDocteursEtDoctorantsDeParisDescartes)
LinkedIn: [Les Cartésiens Asso](https://www.linkedin.com/company/LesCartésiensAsso)
Twitter: [@LesCartesiens](https://twitter.com/LesCartesiens)

1.8 Other

1.8.1 Internship counseling office

- Most of our programs include internships. This opportunity aims at:
 - Facilitating student's integration into the workforce
 - Ensuring that the programs are in line with today's professional world

For more information:

bureau.stages@biomedicale.parisdescartes.fr

Faculty of Basic and Biomedical Sciences
45, rue des Saints Pères, 75006 Paris
Fourth floor, room P403
Tel: +33 1 42 86 43 28

Watch out for the deadlines! You should start planning your internship ahead of time as you will need to collect many signatures. The internship contract should be filled after you get the approval of your program chair on your internship project. Be ready since the process can turn into a headache!

The whole procedure is explained in the Moodle: bureau des stages → convention de stage mode d'emploi → directions in English for internships

- If you wish to do an internship abroad, the process is much longer, you should pay attention to the terms of stay of the country where you want to go.

Again, you must get the approval of your program chair before you start the procedure.

If you are going to do your internship:

- In one of the 28 countries that are part of the European Union,
- Or in one of the three States of the AELE (Islande, Norvège, Liechtenstein),
- Or in Turkey,

you will be able to apply for the ERASMUS+ scholarship.

If you wish to apply for the Erasmus+ Scholarship download the application on the Moodle: international → apply for the Bourse d'aide à la mobilité as a foreign student.

NB. You will need to fill out both the ERASMUS+ internship kit and the Paris Descartes agreement.

For any additional information you can directly contact the internship office:
bureau.stages@biomedicale.parisdescartes.fr.

1.8.2 Libraries

The library is located at the Saints-Pères University on the first floor of the Jacob building.



From October to May: Monday to Friday, from 9am to 10pm, and Saturday, from 10am to 7pm.

Summer & Christmas holidays, September & January: our opening hours are reduced, check the web site.

<http://parisdescartes.libguides.com/saintsperessciences>

The Science library is closed only on Sundays, holidays and from July 14th till August 15th.

NB. You must show your student ID on Saturdays and during late hours studying at the library.

Borrowing items

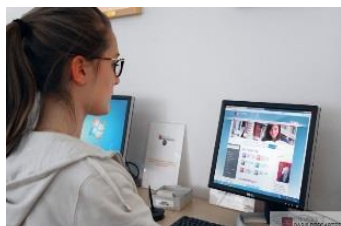
Loan takes place at the Circulation Desk on production of the University student card or with the authorized user card delivered by Paris Descartes libraries.

Loan periods:

- PACES → 3 books for 2 weeks
- L1 / L2 → 5 books for 2 weeks
- L3 / Master / DU / Vocational Training → 7 books for 3 weeks
- PhD students / teachers-researchers/ University Staff → 20 books for 4 weeks

On top of your allocation it's possible to borrow CD, DVD, fictions and Comics, as well as 3 magazines for 1 week (the last issue is available on consultation only)

Beware: overdue items are sanctioned by a suspension of borrowing privileges of duration equal to that of the delay. Alert messages will be sent to your Paris Descartes mailbox.



Resources searches, **holdings*** and **renewals*** can be done from the library website www.bu.parisdescartes.fr, by logging-in to your user account (see "gérer mes prêts"), or your ENT. * **NB.** Those services are not available to PACES.

If a resource you need is available in others Paris Descartes libraries (Humanities, Sport, Odontology, Psychology, Law, IUT), you can ask for our **shuttle** service on www.bu.parisdescartes.fr.

If a resource you need is not available locally in our libraries, you can make a demand via our online form: www.bu.parisdescartes.fr > heading « Les bibliothèques » > «Nos services» > « Faire venir un document d'une bibliothèque hors Paris Descartes ». **NB.** A fee is charged for this service.

Collection

The Paris Descartes Science library gives access to its students and staff to:

- 28 000 books, CD, DVD and 60 print journals,
- More than 28 000 e-books (local and remote access),
- More than 70 000 French and international ejournals on specialized fields (local and remote access)
- Thesis, courses and annals hand-out provided by the UFR and students associations

Studying at the library

The library offers 280 seats, 10 carrels for group study, 40 computer stations, including 20 laptops.


- Laptops lending (including at home)
- Free wireless connection and electrical outlets are made available to you.

Photocopies

The library offers photocopy services for a small amount of money. You need to ask the librarian about the offer and the procedure that needs to be followed.

The library from home

All Paris Descartes's members, whether University staff or students, can access the **University online resources off-campus** from the Library website. On or off campus, simply click on the name of a resource to access it. If you are off-campus, you will be prompted to enter your log-in details: they are the ENT and Paris Descartes mailbox ones.

	Subject Guides help you to access the key library resources for your subject area. They include links to online resources, information on how to find documentation and will keep you up to date for your research and studies.
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NB. Between 8 and 11am and 3:30 and 7:30pm, the cafeteria of the Saints Pères is open for students to study.

International students have access to all of Paris Descartes libraries upon presentation of their student ID. Every library has its internal regulations so it's preferable to be familiar with the rules and procedures.

The schedules are posted on the respective websites and can change on holidays.

Other libraries where you can work when the university's library is closed:

Name	Address / Contact	Schedule	Access
Bibliothèque Nationale de France (BNF) 3,5€/ day 20€/year	Quai François Mauriac 75013 01 53 79 59 59	Tuesday to Saturday: 10h00 – 20h00 Sunday 13h00 – 19h00	Metro 6 (Quai de la gare) et 14 RER C (Bibli F. Mitterand) Bus : 62, 64, 89, 132 et 325
Bibliothèque Sainte-Geneviève (BSG) Free of charge	10 Place du Panthéon 75005 01 44 41 97 97	Monday to Saturday 10h00 – 22h00	Metro 10 (Maubert - mutualité) RER B (Luxembourg) Bus 21, 27, 38, 82, 84, 85, 89
Bibliothèque Universitaire des Saints-Pères Free of charge	45 rue des saints-père 1 st Floor of the Jacob Building 01 42 86 33 31	Monday to Friday 9h00 – 20h00 Saturday 10h00 – 18h00	Metro 4 Saint Germain des Près
Bibliothèque Publique d'Information – Beaubourg (BPI) Free of charge	Rue de Beaubourg 75004 01 44 78 12 75	Weekdays 12h00 – 22h00 Weekends 11h00 – 22h00 closed on Tuesday	Metro : Rambuteau, Chatelet, Hôtel de ville Bus : 38, 47, 75
BIU Santé pôle pharmacie-biologie-cosmétologie Free of charge	4 Avenue de l'Observatoire 75006 01 53 73 95 23	Monday to Friday 9h00 – 20h00 Saturday 9h00 – 18h30	Metro 4 or 6 Denfert-Rochereau RER B Port – Royal ou Luxembourg Bus : 32, 62, 64, 89, 132
Bibliothèque de Paris Diderot Free of charge	5 rue Thomas Mann 75013 01 57 27 66 71	Monday 11h00-20h00, Tuesday to Friday 9h00-20h00, Saturday 11h00-19h00	Metro 14 RER C Bus : 32, 62, 64, 89, 132
BIU Santé – Pôle Médecine-odontologie Free of charge	12 rue de l'école de médecine 75006 01 76 53 19 51	Monday to Saturday 9h00 – 20h00	Metro 4 Bus : 63, 86, 87, 96
Bibliothèque Sainte-Barbe (BSB) Free of charge	4 rue Valette 75005 01 56 81 76 00	Monday to Saturday 10h00 – 18h00	Metro 10 RER B Bus 21, 27, 38, 82, 84, 85, 89

1.8.3 SOFIP

SOFIP: Orientation Service

The service gives advice about courses, study plans and future jobs.

For more information :

12, rue de l'école de médecine 75006 Paris

Open from Tuesday till Thursday between 13:00 and 17:00

Tel: 01 76 53 16 50

Mail: sofip@paris.descartes.fr

1.8.4 Contacting professors

Contacting professors can be done either by email or during their visiting hours at their office. Teachers' email addresses and phone numbers can be found in the directory (annuaire) on the ENT.

1.8.5 Social networks

Social media has numerous benefits and opportunities. At Paris Descartes University we aim to build relationships and share information about the University's activity online. We actively use social media (LinkedIn, Facebook, Twitter and Youtube) to engage the public, communicate research and enhance the University's profile online.

The Faculty of Basic and Biomedical Sciences has recently created a LinkedIn page: Groupe Faculté des Sciences Fondamentales et Biomédicales. We encourage you to become a member of the LinkedIn group so you can benefit from many opportunities (jobs, conferences, internships, events, etc.). Besides once you graduate, you can keep in touch with students and teachers.



<https://www.linkedin.com/groups/6626182/profile>



<https://www.facebook.com/UniversiteParisDescartes>



<https://twitter.com/UParisDescartes>



https://www.youtube.com/channel/UCxrGVaerlc_aNSnF2eAZbzQ

1.8.6 Buddy program

A sponsorship program has been set up between current students at Paris Descartes University and new coming students. Therefore students can have a chaperone when they arrive. If you wish to be part of this program, you need to send an email to echanges.etudiants@parisdescartes.fr.

1.8.7 Food

CROUS canteens are available for students at Paris Descartes (3.60 euros for a starter + main dish + dessert). The payment can be done either by cash or with the student card that can be charged with a certain amount of money.

1. **La caf  teria CROUS des Saints P  res:** Price-quality ratio is very good, however there is a very long waiting queue! Try to find the best time to have lunch. The dishes are hot and served until 2pm.

In addition, many restaurants next to the university offer special menus for student (sandwich + dessert + drink for 10 euros maximum) → cf map.

2. **Au Carabin Gourmand:** A little bit more expensive than the CROUS and is most of the times full during lunch breaks. It offers different kinds of menus such as Salads, Paninis, sandwiches, hot meals, desserts, etc. (36 Rue des Saints-P  res)

3. **Vera et Andr  a:** Paninis, pastas, lasagna, pastry... Discover the Italian specialties with a moderate price next to the University. (38 Rue des Saints-P  res)

4. **Noo  :** Delicious pasta to take away! Open-plan kitchen, you can choose and observe the preparation of your own portion, Noo   will show you everything! (4 Rue Perronet)

5. **Ap  go:** Salads, Paninis, sandwiches... Come and discover their offers facing the university! (22 Rue des Saints-P  res)

6. **Le galette caf  :** Taste delicious cr  pe with a cup of coffee just a short walk away from the faculty. (2 Rue de l'Universit  )

7. **Casa Delfa:** Salads, Paninis, sandwiches, pizza, desserts. What are the advantages? The owners are awesome! (27 Rue des Saints-P  res)

8. **Chinois Chez Poon:** Asian caterer: nems, bites, rice, noodles etc. (42 Rue Jacob)

9. **Jos  phine Bakery:** Go ahead and try their different types of sandwiches with their famous and timeless chocolate. (2 Rue Jacob)

10. **Picard:** Very large choice of frozen food. If you have time to buy and heat the dish up at the locale, do not hesitate! It's cheaper than most of the meals that you may find in the neighborhood. (24 Rue du Dragon)

11. **Le Vesuvio:** Pizza and salads (1 Rue Gozlin)

12. **Restau Universitaire Mabillon:** A full meal for 3,25 euros only! However you should anticipate one hour break. (3 Rue Mabillon)

13. **Grec Od  on:** You feel like having a Kebab? With or without fries? White sauce or harissa? Don't hesitate to go to the Greek restaurant! (Rue Mazarine)

14. **Restau Universitaire Mazet:** It's just like the university restaurant at Mabillon, it offers in addition pizzas. However it is a small location so decide carefully before going. (5 Rue Andr   Mazet)

1.8.8 Facilities (cf map)

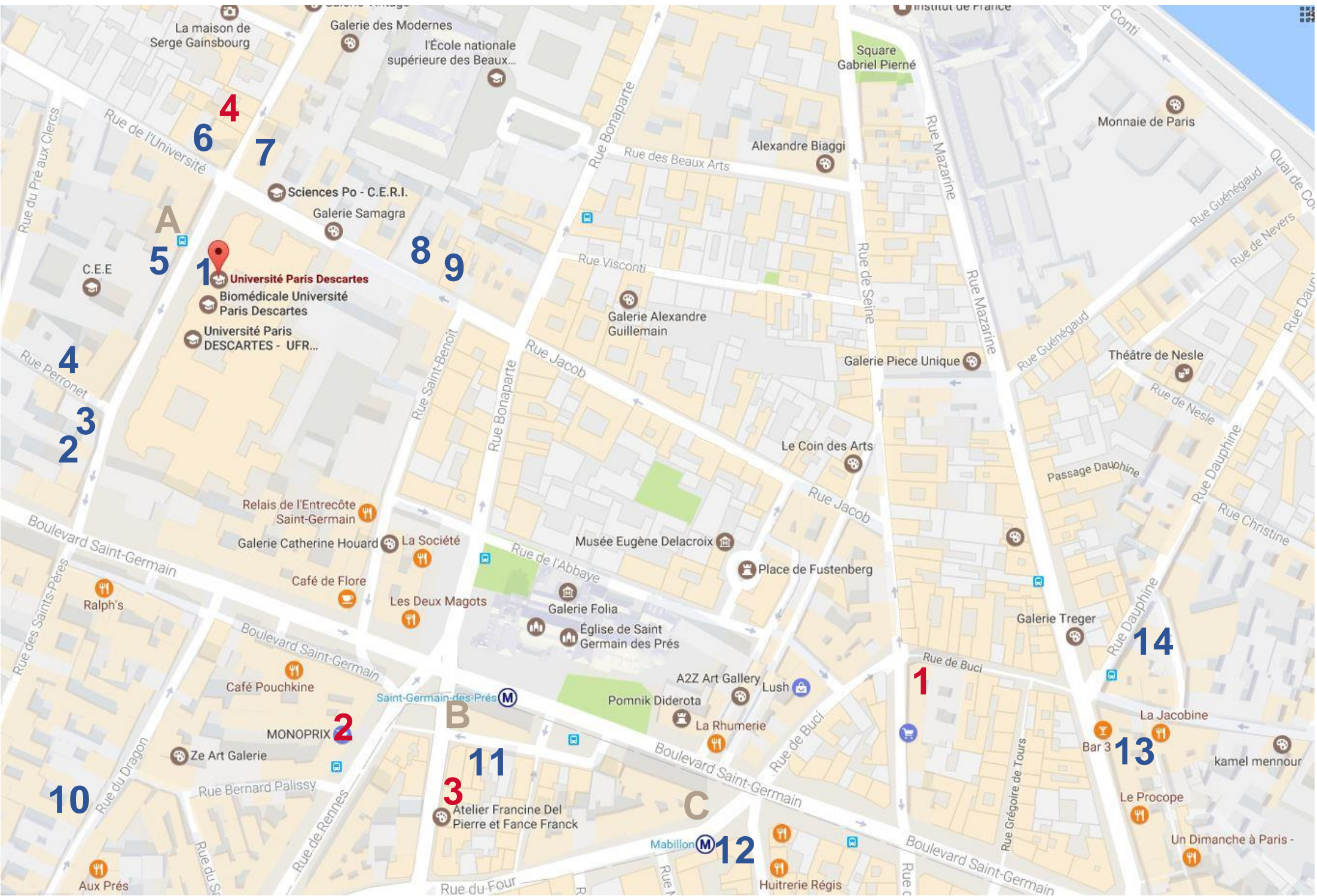
Supermarkets and tobacconists:

1. **Carrefour Market** (79 Rue de Seine)
2. **Monoprix** (52 Rue de Rennes)
3. **Tabac le Québec** (45 Rue Bonaparte)
4. **Tabac librairie, papeterie** (52 Rue du Cherche-Midi)

ATMs that could be useful:

- A. La Poste (22 Rue Des Saints Peres)
- B. BNP (**PARTNERSHIP WITH APS**) (109 Rue de Rennes)
- C. BNP (**PARTNERSHIP WITH APS**) (109 Rue de Rennes)





2 Everyday life

2.1 Opening of a French bank account

When opening a bank account the following documents are always required:

- passport / ID card,
- residence permit (if you are not from the EU),
- Proof of residence: telephone or utility bill in your name, a rent receipt or a declaration by the owner stating that you live there, in combination with the lease.

Sometimes you will be asked to provide:

- Proof of earnings or status: contract of employment, student card (or proof of enrollment),
- Financial status: the amount of money you have on other bank accounts,
- Birth certificate.

Banks differ in their services and products. They might have specific products for students, or for those of a specific age. It is therefore recommended to compare the offer of several banks.

Here are three suggestions among other options that you can look for:

- You can contact Mrs Nesrine Sassine at Société Générale Paris Champs Elysées in order to open an account quickly and easily: nesrine.sassine@socgen.com. She speaks English.
- BNP: Open a bank account at BNP and benefit from the APS partnership! You might be able to get 100€ on your account if you say that you come from APS.
- The post office right across the street is also a bank called La Banque Postale. You can go there and ask for information.



BNP PARIBAS

For more information: <http://etudiantdeparis.fr/fiche-infospratiques/opening-bank-account>

2.2 Healthcare

France offers medical and health services for students, including preventive medicine.

2.2.1 Student's Social Security (la Sécurité Sociale Etudiante)

To be entitled to the Students Social Security, you must:

- be enrolled in a higher educational institution recognized by the Social Security;
- be less than 28 years of age on October 1st of the academic year that is beginning (this age limit can be postponed in a few cases);
- present a document proving that you have a valid residence permit, visa ...

The Social Security refunds 70% of a consultation with a physician and the drugs prescribed by the physician.

It is mandatory for all students under 28 years old (except in a few particular cases).

2.2.2 How to be affiliated?

You don't have to do it yourself. You will be affiliated to a student's Social Security center at the time of your administrative enrollment. You will pay:

- Tuition fees (around 180€ for undergraduate students and around 250€ for graduate students)
- Social security (around 215€)
- Preventive medicine (around 5€)

For further details and specific cases: <http://etudiantdeparis.fr/ressources/health-social-security-securete-sociale>

2.2.3 Complementary health insurance

Called "mutuelle" in French, the complementary health insurance covers in many cases the 30% that are not refunded by the Social Security. We strongly recommended that you subscribe to one of these insurances.

To be entitled to it, you must pay an additional fee. After your administrative enrollment is complete you can directly go to the [LMDE](#) and [SMEREP](#) desk and pay your fee (around 30€).

2.2.4 Reimbursement procedure

During a doctor's visit, a patient usually pays for the cost of the examination and is then reimbursed by the social security system and the student's complementary health insurance company.

Depending on the situation, the social security can either reimburse everything or only a part of it.

You may go in person to the social security or send the request for reimbursement by post. Charges are usually reimbursed within 15 days to one month.

Use this website to find the address of the social security center of your area:

www.ameli.fr/assures/votre-caisse/index.php



The "carte vitale" is free of charge and is used by doctors and pharmacists to transmit requests for reimbursement electronically to the social security system. Charges are then reimbursed within a few days only. But you can only apply to a carte vitale once you have a definitive social security number (during the 1st year you will have a temporary one).

For hospital care, hospitals apply the "tiers payant". It is a third party payer system that only charges the part that is not reimbursed by the social security system.

The part not reimbursed by the social security system is called the "ticket modérateur". Some pharmacies apply the same system.

Details of benefiting from the "tiers payant" system can be obtained from the insurance company.

Depending on the level of coverage you chose with your mutuelle, you will either:

- Pay the total and get reimbursed the totality
- Pay a part and get reimbursed
- Pay nothing

2.2.5 Access to healthcare

There are two categories of doctors:

- General practitioners are doctors who take care of all types of health problem, such as: sore throats, strains, gastroenteritis and rheumatism.
- Specialists are doctors who are specialized in a certain field such as Obstetricians, ophthalmologists, neuro-psychiatrists, etc.

Doctors charge more for night-time examinations, on Sundays, during the holidays and for visits at your house.

NB. Always ask in advance if you need to pay a part or if you are fully covered. Situations can vary.

2.2.6 Pharmacies

Pharmacies have the monopoly for selling drugs. They are usually open from 8 am till 8 pm and they close on Sundays (some of them close on Monday too).

When a chemist is closed, the addresses of the nearest chemists on duty are displayed on the door.

Pharmacists cannot sell you any kind of drugs. Some drugs are only available with a prescription from the doctor.

In the table below you can find a list of pharmacies that open 24/7:

Pharmacy	Address	Access
Pharmacie Les Champs, Champs-Élysées	84, avenue des Champs-Élysées 75008 Paris	RER A : Charles de Gaulle Etoile
Pharmacie Matignon	Rond-point des Champs Élysées, 1 avenue de Matignon 75008 Paris	RER A : Charles de Gaulle Etoile
Pharmacie du Drogstore des Champs-Élysées	133 Avenue des Champs-Élysées 75008 Paris	RER A : Charles de Gaulle Etoile
Pharmacie Bastille	6 boulevard Richard Lenoir 75004	Metro Bastille
Pharmacie de la porte de Montreuil	2 avenue de la porte de Montreuil 75020 Paris	Metro Porte de Montreuil
British pharmacy	1 rue Auber 75009 Paris	M° Opéra RER Auber
For more information Call 17 Or visit the website below www.parisinfo.com/practical-paris/useful-info/health-in-paris#Ancre2		

2.2.7 Public Medical Centers

Public Subsidized Centers offer general and specialized medicine consultations and dental services. They belong to the public sector which means that they can apply the lowest fees and therefore the third-party payer system.

Centre	Address / contact	Access
Centre Au Maire-Volta	4 rue au Maire, 75003 Paris Tél. 01 48 87 49 87	Metro : Arts-et-Métiers
Centre Épée-de-Bois	3 rue de l'Épée-de-Bois, 75005 Paris Tél. 01 45 35 85 83	Metro : Monge ou Censier
Centre médical et dentaire Tisserand	134 rue d'Alésia, 75014 Tél. 01 45 39 49 29	Metro : Plaisance
Centre Chemin-Vert	70 rue du Chemin- Vert, 75011 Paris Tél. 01 48 05 96 20	Metro : Voltaire
Centre Edison	44 rue Charles-Moureau 75013 Paris Tél. 01 44 97 86 01	Metro : Olympiades
Centre René Coty	6 avenue René Coty 75014 Paris Tél. 01 43 27 54 15	Metro : Denfert-Rochereau
Centre médical et dentaire Anselm Payen	9 pl. Violet 75015 Paris Tél. 01 45 78 17 99	Metro : Commerce
Centre des Ternes	21 rue Pierre-Demours 75017 Paris Tél. 01 46 22 47 76	Métro : Ternes ou Pereire (lignes 2, 3). RER : ligne A (Charles de Gaulle Etoile)
Centre dentaire des Epinettes	51 rue des Epinettes 75017 Paris Tél. 01 42 63 90 72	Metro : Porte de Saint Ouen
Centre Marcadet	22 rue Marcadet 75018 Paris Tél. 01 46 06 78 24	Metro : Marcadet-Poissonniers



2.2.8 Health centers in Paris for students

These centers offer free consultations for students that are under 25 years old. However you need to make an appointment.

Name	Address / contact	Access
CMS Boursault Wednesday afternoon only	54 bis rue Boursault, 75017 Tél. 01 53 06 35 60	M° Rome
Centre médical et dentaire Les Balkans	26 rue des Balkans, 75020 Tél. 01 43 67 62 39	M° Porte de Bagnolet
Les centres médicosociaux		
CMS Ridder Wednesday afternoon only	3 rue de Ridder, 75014 Tél. 01 58 14 30 30	M° Plaisance

2.2.9 Consultations in English

Hospital	Address / Contact	Access
The French-British Hospital Institute (Neuilly sur Seine)	3, Rue Barbès 92300 Levallois-Perret 01 46 39 22 22	RER C : Neuilly Porte Maillot Metro 3: Anatole France
AP-HP Hôpital Universitaire Pitié Salpêtrière (Paris)	47-83, boulevard de l'Hôpital 75651 Paris 01 42 16 00 00	Metro 5, 6, 10
AP-HP Groupe hospitalier Cochin (Paris)	27, rue du Fbg Saint-Jacques 75679 Paris 01 58 41 41 41	Metro 4, 6
AP-HP Groupe hospitalier Lariboisière - Fernand-Widal (Paris)	2, rue Ambroise Paré 75475 Paris 01 49 95 65 65	Metro 4, 5
AP-HP Hôpital Bichat - Claude-Bernard (Paris)	46, Rue Henri Huchard 75018 Paris 01 40 25 80 80	Metro 13
AP-HP Hôpital Saint Antoine (Paris)	184, rue du Fbg Saint-Antoine 75571 Paris 01 49 28 20 00	Metro 1, 8

For your information

- The French-British Hospital Institute (3 rue Barbès, 92300 Levallois-Perret métro: Anatole France) offers surgery, almost all types of consultation as well as a maternity. It has a high percentage of nurses, and qualified doctors from Great Britain. It is partially subsidized by the French State.

The practice prices are thus normal prices, but because of its semi-private character, Social Security does not directly take care of your expenses. You have to pay everything at first and then ask your Social Security to pay you its part.

For more information: http://www.british-hospital.org/index.php?option=com_content&view=featured&Itemid=754&lang=en

- The clinic of the American Hospital of Paris provides a medical and surgical emergency service 24 hours a day. The whole team is bilingual. These practitioners can call specialists accredited by the hospital. In any case, there is always a cardiologist and intensive care doctor on duty at the American hospital.

For more information: <https://www.american-hospital.org/>

2.3 Public transportation: travelling around Paris, travelling in France or Europe

2.3.1 Metro, train, bus, RER, trams

An itinerary planner is available on http://www.ratp.fr/en/ratp/c_21879/visiting-paris/, you can use this site to plan all of your trips by public transport in and around Paris.

You can also download the RATP or City mapper application on your smartphone.

A detailed map of the Metro and RER lines are found on <http://www.ratp.fr/plan-interactif/>

In order to move around using the public transport network you need to buy a ticket or to buy a “Navigo” pass which is a transport card. You can pay either every week, every month or every year. It is very helpful since it gives you unlimited access to the bus, tramway, RER and Metro.

You can get this pass in every RATP office that you will find in the big metro stations such as Montparnasse, Saint Lazare, Gare du Nord, Gare de Lyon, Châtelet les Halles etc.

You can also do it online but it can take a while to receive it.

NAVIGO can take up to 1 MONTH to arrive by mail at your French address.

It is imperative to put a photo on your pass otherwise you'll receive a fine.

Navigo Pass For students below the age of 26

For further information: <http://www.vianavigo.com/en/tickets-and-fares/subscription/the-pass-navigo-mois/>

At the beginning of the academic year, students below the age of 26 can apply for an ‘imagine R’ transport card.

You will need to have the ImagineR application stamped by the registrar’s office.

To subscribe you can also go to any RATP office situated in any metro station get the application, fill it up and send it by post along with the required documents.

2.3.2 Velib'

If you prefer to use a bike, Paris has Velib' stations everywhere. You can get a Velib' one-year pass if you have a French bank account. If you don't need a yearly pass, it is possible to rent a bike for one day or one week using a foreign bankcard also. In this case, follow the instructions at any Velib' station.

Tip: the first 30 minutes of each journey are free so go on short rides and return your Velib' before the 30 minutes end.

For more information: <http://en.velib.paris.fr/>

NB. It is better to know the area before venturing with a bicycle in Paris due to heavy traffic in the city.

2.3.3 Taxis

The most famous companies are:

Taxi G7: 01 47 39 47 39 (English 01 41 27 66 99) or <https://www.g7.fr/en/>

Taxis Bleus: 3609 or <https://taxis-bleus.com/fr/>

Uber: you can always UBER around Paris. You need to download the application on your smartphone and open an account. The prices are cheaper than taxis and the drivers are usually reliable.

For more information: <https://www.uber.com/fr/cities/paris/>

2.3.4 Telephone and internet

- Internet is available everywhere and the cost is usually included in the rental price (you must check with the landlord). In other cases you may have to establish an Internet connection at your own cost with the consent of your landlord. There are many internet providers in France (Free, SFR, Orange, Numéricable, Bouygues Télécom, etc.) that offer competitive subscription packages. For more information you need to visit their websites.

- Telephone: You can find different types of telephone operators such as:

Free: <http://www.free.fr/>

SFR: <http://www.sfr.fr/>

Orange: <http://www.orange.fr/>

Bouygues: <https://www.bouyguetelecom.fr/>

La Poste Mobile: <https://www.lapostemobile.fr/>

Each of them offer a different package, for more details check the respective website.

NB. There are some low cost and commitment free-operators. Among them: Free, Red by SFR, Sosh by Orange, etc.

2.4 Safety and Emergency numbers

Contact	Phone number
Police	17
Fire Brigade	18
SAMU (accident)	15
SOS all services (recommended when calling from a mobile)	112
Out-of-hours doctors	116 117
Poison Emergency Service	45 45 or 01 40 05 48 48
Drug, Alcohol, Tobacco Information Center	113 or 0800 23 13 13
SOS Burns (hospital Cochin)	01 58 41 41 41
Dental SOS	01 43 37 51 00
AIDS Information Service	0800 840 800

You can find more information on: <https://www.angloinfo.com/how-to/france/healthcare/emergencies>

2.5 Working in France

All international students have the right to work while studying in France. However, work regulations for foreign students can vary from one situation to another.

For more information check the following websites: <http://www.etudiantdeparis.fr/node/18> and <http://www.campusfrance.org/en/page/working-france-during-your-studies>

2.6 Student deals and discounts

Place	Information	Link OR Access
Restaurants	up to 40% discount	https://www.lafourchette.com/ http://www.restopolitan.com/
Opera	For students under 28, last minute tickets can be sold 5 euros if you come about 1h30 before the representation (Opéra Bastille)	
Cinema	Under 26: tickets at 3,90€ in some cinemas	UGC Bercy (75012), UGC Gobelins (75013), MK2 Bibliothèque (75013), Pathé Quai d'Ivry (75013)
Theatre	Cheap tickets	http://www.billetreduc.com/
Travels	Very cheap tickets	http://www.ouigo.com/
Museum	Some are free all year Others are free the 1 st Sunday of each month	http://en.parisinfo.com/discovering-paris/themed-guides/paris-for-free/free-cultural-outings-in-paris/free-admission-and-good-deals-in-museums-and-monuments-in-paris
GOOD DEALS		
Theatre, concerts, cinema, tickets for “foire” or expositions		http://www.ticketmaster.fr/fr/index/idt/ier/78768
Sports, restaurants, and many many other things:		https://www.groupon.fr/ https://www.livingsocial.co.uk/deals/london http://www.paris-friendly.fr/ http://www.planparty.be/
Free meals in bars or restaurants		http://en.parisinfo.com/discovering-paris/themed-guides/paris-for-free/eating-out-for-free-in-paris/a-free-meal-at-a-bar-or-restaurant
Sports for free		http://en.parisinfo.com/discovering-paris/themed-guides/paris-for-free/play-sport-for-free-in-paris/play-sport-for-free-in-paris

2.7 Homesickness

The decision to study at Paris Descartes University brings the opportunity to make new friends, to expand your academic knowledge, and to change your existing view of the world. But in common with any major transition, it also brings challenges. Feeling homesick can be one of them, even if you've already lived abroad. It is one of the emotional states that can be a part of what is known as culture shock.

Homesickness is a common experience for international students who have left home for the first time. It can affect people in different forms: e.g. coming in waves, or slowly building up over time. Sometimes it seems more like a physical illness, e.g. feeling tired, unwell, or lacking in energy. It can appear when you're not expecting it, for example, when things have gone well. The trigger in this case can be having no one really close or special with whom to share the experience.

2.7.1 Symptoms of homesickness can include:

- Feeling down-hearted, tearful or anxious
- Feeling lost or lonely
- Longing and grief for your former life
- Being unable to stop contacting people at home
- Being absent-minded, or finding it difficult to concentrate
- Feeling unwell
- Brooding on the past

2.7.2 Common triggers may include:

- When the 'honeymoon period' has worn off, i.e. Paris no longer seems wonderful or exciting
- When you have doubts about your decision to study here
- When the demands of your course have become more real, and your self-confidence is affected
- If the local culture feels confusing, unwelcoming, or just too different
- If you miss a major celebration, holiday or important event that is happening at home
- When a crisis occurs and your parents, friends or partner aren't there to provide help and support
- If friends leave Paris, or if you spend long periods of time here when others have gone back home

There may be other causes, depending on your particular circumstances. But the most important thing to remember is that homesickness is normal. Be patient with yourself as you adjust. Try to accept that feeling comfortable in Paris will take some time. It helps if you can encourage yourself, and if you can remember that you are not alone in feeling this way.

2.7.3 Things you can do to cope with homesickness:

- Leave your room

It can be tempting to seek the security of your own space, but don't hide in your room for too long. Reach out to others. Invite people for a cup of tea or coffee, or for a meal. Go into town, for a walk by the river, or see a movie. Don't be afraid to talk about your experience of homesickness, but try to stay positive.

- Consider how much time you spend in contact with the people back home

If you keep in touch infrequently, you'll miss the support that you crave from the people who are important to you. But if you rely on them too much, you may risk becoming overly-dependent. Try to strike a reasonable balance to get the best of both worlds, with the aim of developing a new sense of your own independence.

- Do something

Meeting up with others from your own culture can be an antidote to loneliness, and an essential source of comfort. But it's equally important to leave your comfort zone from time to time. The opportunities in Cambridge are many and varied- get involved, and get busy! Join a student society, play a sport, volunteer, try a new type of food. Attend one of the many performances, lectures, and events that regularly take place across the University and Colleges.

- Find a way to process your experiences

Many international students post blogs, keep journals, take photographs, or find other mediums to help them get through times of homesickness and culture shock. A photo journal or blog can become a way of documenting your life in Paris, sharing with others what you experienced, what you've learned, and how you faced up to any obstacles along the journey.

- Get out of Paris

Paris has many riches, but it's still a place that can feel small at times. Escape the 'Paris Bubble' to take in some of the glorious sights in France. There are many cities that could be visited for only two hour away (Lyon, Strasbourg, Bordeaux, etc.) and the cities of Europe aren't very far, either. Plan trips to break up the time, and to reward yourself when you've accomplished a goal, or met an important academic deadline.

- If it doesn't get any easier

If you continue to feel very upset and lonely, or nothing seems to make a difference, consider talking things over in confidence with one of the psychologists at the Paris Descartes SIUMPPS.

We hope that this guide helps you deal with your main concerns. Do not hesitate to contact us at international.biomed@parisdescartes.fr and tell us if there are some errors or missing information.