

Moving to Paris Guide

2021-2022



**UNIVERSITY
OF LONDON**
INSTITUTE
IN PARIS

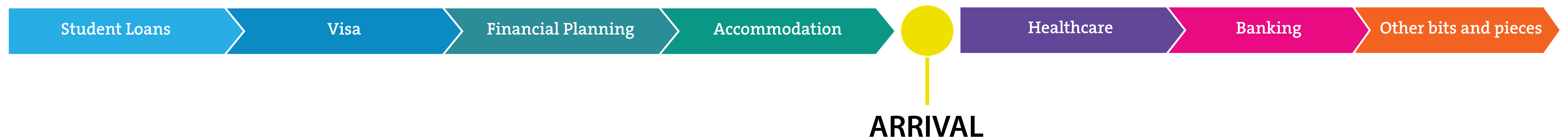
Bienvenue!

We've created this guide to provide some practical information to help you prepare you move to Paris. These are suggestions based on our students' experiences.

You do not have to do everything now, but to ensure a smooth and stress-free transition a bit of planning can go a long way! This document will give you an overview of steps ahead but applicants will also receive regular updates as we approach the summer and in the lead up to the start of term to remind them of key information.

We've included 'Accommodation' in the visual below as this guide should be read in conjunction with the accommodation guide. If you would like further information and assistance on this particular area, please email us at contact@ulip.lon.ac.uk.

As always, our student services team is here to help, so if you have any questions please do not hesitate to contact us either via phone, by email or in person!



Student Loans



- It takes up to 8 weeks for the application to be processed, so make sure to apply to financial support as early as possible when eligible
- Look at the different types of financial support

If you are a Home student and want to receive financial support from the UK Government, make sure you apply to the appropriate Student Finance authority as soon as possible. **Applications can take up to 8 weeks to be processed, so apply early to make sure your first instalment isn't delayed.**

| Students living in England | Students living in Scotland | Students living in Northern Ireland |
|---|---|---|
| www.gov.uk/browse/education/student-finance | www.saas.gov.uk/ | www.studentfinancenir.co.uk |

Students who are applying for funding through Student Finance Wales are not eligible for tuition fee and maintenance loans.

US students in Paris are not eligible for US Federal Loans but can apply for a private loan from Sallie Mae. Email contact@ulip.lon.ac.uk if you are applying to a private loan as we will need information from you in order to be able to send the required confirmation to Sallie Mae.

Types of Financial Support

| Tuition Fee Loan | Maintenance Loan | Travel Grants |
|--|---|---|
| <p>This covers your full tuition fee of £9,250 and means you don't need to pay fees upfront.</p> <p>The tuition fee student loan is available to UK students, regardless of family income.</p> | <p>This helps students with their everyday living expenses while studying.</p> <p>In 2021-22, full-time students from England can receive up to £10,866 depending on their household income.</p> <p>Students from Scotland and Northern Ireland can check their entitlement on the relevant SF website.</p> | <p>As you are studying overseas, you may be eligible for travel grants.</p> <p>Your student finance authority will send you the relevant forms once your application has been approved.</p> |

Student Loans



- Student Finance is managed via Queen Mary University of London (QMUL).

Important

ULIP students' enrolment and liaison with Student Finance is managed via Queen Mary University of London (QMUL). Make sure you include the following details to ensure there are no delays with your funding application.

| | | | | |
|---|---|-------------|------------------------|--------------------|
| University name & address | Queen Mary University of London, Mile End Road, London, E1 4NS | | | |
| UCAS university code | Q50 | Campus code | | C (Paris location) |
| Course name and UCAS course code | French Studies | | International Politics | |
| | French Studies | R110 | International Politics | L241 |
| | with Business | R11N | | |
| | with History | RV10 | with French | L242 |
| | with International Relations | R1L2 | | |
| Full UK tuition fee amount for academic year 2021/22 | £9,250 | | | |
| Where will you spend most of your time studying in the academic year 2021/22? | University - for all three terms (start date: 20 September 2021, end date: 3 June 2022) | | | |

What happens next

Once Student Finance confirms how much financial help you are entitled to, they write to confirm the amounts that will be paid and when. At this stage you are sent notification of your assessment and an online declaration which must be signed and returned. If all necessary information was supplied with the application, **you can expect to be advised of support entitlement between six and eight weeks after you have submitted it.**

Depending on when your eligibility is confirmed, you might receive your first payment as early as August, directly into your UK bank account. The date of each of your payments will be indicated

French Visa Requirements



- If you are outside the European Economic Area, you will normally require a visa to study in France
- Have a look at the new official website for French visa information
- Check with your country's Campus France office or French Consulate for detailed information of the procedure

Unless you have a EU passport or EU residency card, then you would normally need to apply for a long-stay visa to come to study at ULIP, including UK passport holders. The procedure below describes what to do if applying for a visa from within the UK or from another country.

The visa application process will vary depending on which country you are applying from, so we recommend you to investigate the correct procedure for your country, either via your country's Campus France Office or via the local French Consulate.

You are advised to start the visa application process two to three months before planned travel.

| | From the UK | From another country |
|---|---|---|
| 1 | Use the visa wizard on the official website for visa application to France to check if you need a visa and corresponding supporting documentation: france-visas.gouv.fr | |
| 2 | You will be asked to provide a university acceptance letter, please email contact@ulip.lon.ac.uk to receive this. | |
| 3 | <div>Etudes en France (EEF)</div> <div>1. Gather the following documents:<ul style="list-style-type: none">• Your acceptance letter from your French higher education institution• Your passport (expiry date needs to be at least 15 month from start of visa/travel to France)• An up to date resume• Two supporting documents evidencing your education path (diploma or transcripts of records)2. Register on EEF (Etudes en France):<ul style="list-style-type: none">• Create your account on pastel.diplomatie.gouv.fr/etudesenfrance/• Confirm it through the link received on the email that you created your account with• Select the tab « Students already accepted » and fill in the details of the higher education programme in which you have been accepted3. Once you have finalised your application you will receive a first email from EEF that confirms its reception. You will receive a second one after a few days once your application has been processed.</div> | <div>Check if your country has a Campus France office: campusfrance.org/en/espaces.</div> <div>Click on your country and access the local website. If you cannot find a Campus France office in your country, please contact your local French Consulate for details of the visa application process.</div> <div>Some countries will require applicants to complete an application on the EEF (Etudes en France) portal first and then submit their visa application on the france-visas.gouv.fr website. See EEF process in adjacent box.</div> |
| 4 | <div>France-Visas</div> <div>Once your application has been approved on EEF, finalise your application on the platform france-visas.gouv.fr<ul style="list-style-type: none">1. Indicate your application number that appears on your EEF application ((at the top right of your homepage below your name on EEF or in the subject line of your confirmation email) and fill in online your long stay student visa application file2. Digitise the supporting documents mentioned above as well as the supporting documents mentioned on France visas checklist3. Once you have completed your file on France-Visas, book an appointment with TLS Contact in London, Manchester or Edinburgh, so as to give your passport and biometrics.</div> | <div>Follow your country's procedure for booking a visa appointment</div> <div>Submit your visa application and biometric data at corresponding visa appointment centre and await your visa</div> |

Within 3 months of arriving in France, you will need to validate your long-term student visa (VLS-TS) via an online process confirming your right to stay for 12 months.

For programmes of study lasting more than a year, students should apply for the renewal of their residence permit 2 months before the visa expires and will then be eligible for a residence card valid until the end of their programme of study at ULIP. Students wishing to stay in France after they complete their degree will need to renew their residence card by proving that they are starting a new programme of studies or that they have been offered employment and have been granted a work permit.

Financial Planning



- Tuition Fees are collected by Queen Mary University of London (QMUL)
- You are likely to be eligible for housing benefit from CAF (Caisse d'Allocations Familiales). Make sure you have a copy of your full-length birth certificate
- UKCISA provides guidelines on who is eligible to pay UK rate of fees
- ULIP offers bursaries to assist students from the UK with the cost of study

Managing your budget is an important part of student life. Planning ahead means you are less likely to experience financial problems which could seriously affect your studies. You can find useful advice from the QMUL Advice and Counselling Service on planning a budget [here](#).

Some of the costs involved as well as financial support opportunities are detailed below:

Tuition Fee Payment

For Home students, the full-time fee payable for 2021-22 will be £9,250. For international students, the fee payable for 2021-22 is £12,000. The UK Council for International Student Affairs (UKCISA) provides guidance on who is eligible to pay the UK rate of fees. Details can be found [here](#).

Students who are not taking out a tuition fee loan are required to pay at least 50% of their tuition fees upon enrolment. Fees are collected by QMUL. Acceptable methods of payment are cheque in pounds sterling made out to "Queen Mary University of London", card payment via [QMUL e-pay](#), and bank transfers to the QMUL bank account.

Housing benefit

Provided their name is on the lease, **all students are likely to be eligible for housing benefit from the CAF (Caisse d'Allocations Familiales).**

Students will be encouraged to submit their CAF application as soon as they complete registration in September as late applicants will not receive back payments.

Detailed instructions will be sent to students in September, but one of the documents required as part of the CAF application is a **full-length birth certificate, so make sure you have a copy when you come to Paris.**

Bursaries

The University offers **bursaries to assist students from the UK** with the cost of study. Bursaries do not need to be repaid and are paid by bank transfer in instalments. The amount received each year will depend on your household income which is assessed during your application for government financial support.

Two levels of bursaries are available:

- Students who come from households with an income of £20,000 or less per year are likely to be eligible for a bursary of **£1,700** per academic year.
- Students who come from households with incomes of between £20,000 and £35,000 are likely to be eligible for a bursary of **£1,000** per academic year.

You do not need to make a separate application for a ULIP Bursary. When you apply for financial support from Student Finance England or equivalent, you will be asked to give your consent to your information being shared with the University. Sponsors/parents who are submitting financial details about themselves as part of your application will also be asked to give their consent. It is important that this consent is given so that we can decide whether your assessed household income means you qualify for a bursary.

Accommodation



- Read our accommodation guide
- Watch our video with SU president's tips

You might not be able to make any firm housing plans until your offer is confirmed, but you should still actively be researching housing possibilities in advance of that date.

In the meantime, do some of the suggested things below

1 Accommodation Guide

Take the time to read our accommodation guide if you haven't done so yet. This is a great resource where you will find numerous information about how and where to look.

Click [here](#) to access the online version.

Once you have found your accommodation, click [here](#) to view our housing guide.

2 Accommodation Videos

Watch what Ellie has to say about insightful tips on how to go about your search for finding your new home in Paris. Click [here](#) to access the video.

Watch our Head of Student Services present the various housing options for ULIP students and share some practical advice. Click [here](#) to access the video

Find out what current students Harry, Jess and Marika have to say about their experience of finding accommodation and living in Paris. Click [here](#) to access the video.

3 Housing Benefits

Provided their name is on the lease, all students are likely to be eligible for housing benefit from the CAF (Caisse d'Allocations Familiales).

Students will be encouraged to submit their CAF application as soon as they complete registration in September as late applicants will not receive back payments.

Detailed instructions will be sent to students in September, but one of the documents required as part of the CAF application is a full-length birth certificate, so make sure you have a copy when you come to Paris.

Accommodation Nexity



- Nexity are private student halls of residence
- They are located about 30 to 35 minutes away from the University
- Payments are made to University in London in sterling pounds
- Priority is given to first-year undergraduate students

Since September 2018, ULIP has had a special arrangement with private student halls of residence, Nexity Studéa, offering you a hassle-free option that will allow you to smoothly transition into the vibrant capital city of Paris.

Type of accommodation and locations

All accommodation are fully furnished, so you don't have to worry about a thing. Monthly rent will be paid in sterling pounds to the University of London and will include electricity, water, internet connection and housing insurance.

You can choose between two locations:

- **Vivaldi residence** in the 12th, if you prefer to be near a livelier neighbourhood. Type A flats are approximately 16sqm at £750/month and Type B flats are 22 sqm flats at £840/month.
- **Jean Monnet or Marcheron** in Vanves, if you prefer a more residential and quieter environment. Flats are approximately 18sqm and are available at £730/month.

Process

You will receive an email inviting you to complete a form to indicate your interest in May, as well as access to a template of the contract and guarantor form.

Apartments are confirmed on a first-come-first-serve basis to students who have selected ULIP as their firm choice. Once your booking has been confirmed, you will be set up on the University of London payment system and will be asked to pay a deposit of (£347) in July to firmly book a flat.

If you hold a conditional offer to study at ULIP and your offer is not confirmed at publication of results, you will be able to cancel the booking and we will return your deposit. If you are unable to take up your offer because of travel restrictions relating to the pandemic, your deposit will also be refunded.

Please note that priority is given to first-year undergraduate students.

Visit our dedicated web page to view images and more: london.ac.uk/institute-in-paris/student-life/accommodation-paris/nexity-studea

Healthcare



- You must have adequate health insurance during your studies
- Make sure to have a copy of your full-length birth certificate
- If you are a EU student, apply for the free EHIC
- International and UK students will need to register on etudiant-etranger.ameli.fr when they begin their studies

International students, including UK students, must register on a dedicated website (etudiant-etranger.ameli.fr) for French social security as soon as they start their studies.

EU students do not need to register online if they have a European Health Insurance Card (EHIC) and instead should ensure they have a valid EHIC card before leaving their home country.

Registration on the ameli website takes place in two stages:

- Temporary registration will require you to upload an enrolment certificate, passport and student visa (if applicable).
- Permanent registration will require you to provide your full-length birth certificate, a resident permit and French bank details.

Social security registration will provide basic cover for medical needs, but in most cases students will need to pay expenses upfront for doctors' appointment and prescriptions, and then apply for reimbursement. Depending on circumstances, social security only reimburses from 20 to 70% of approved rates so students are advised to consider an additional health cover as well.

European Health Insurance Card (EHIC) - *EU students Only*

EEA students should obtain an EHIC card before leaving their home country. This will give you the same cover as registering for French social security. **Applying for the card is free, and it can be valid for up to 5 years. Residents from other EEA countries can find the relevant contact details for their country on www.ehic.europa.eu**

Whether you have a EHIC card or have registered via the [Ameli website](https://etudiant-etranger.ameli.fr), you will need to pay costs of doctors' visits, prescriptions and tests upfront, and subsequently claim for partial reimbursement.

Some doctors charge the approved social security rate (25 € for a "généraliste" or GP , 25 to 55 € for a specialist) while others will charge more, but you will still only be reimbursed 70% (16.50 €) of the approved social security rate when you see a doctor, and sometimes less for prescriptions or tests depending on circumstances.

Healthcare



- Doctolib is a good way to book an appointment with a doctor
- The European Emergency number is **112**
- If you need urgent medical attention but are unable or unsure about going to Urgences, you should call Samu (15) for medical advice

Doctor's appointment

Doctolib is a good way to book an appointment, and to check rates applied and languages spoken.

During the pandemic, a number of doctors have offered video appointments.

There are also walk-in medical centres ("centre medical") where you can see a GP without an appointment.

What next?

The doctor will give you a "feuille de soin" showing what you have paid, and possibly a prescription ("ordonnance") for treatment or tests.

You'll need to go to a pharmacy to pay and pick up any treatment and will be given another form showing what you have paid the pharmacy.

This paperwork can then be send off to claim your partial refund.

Emergencies

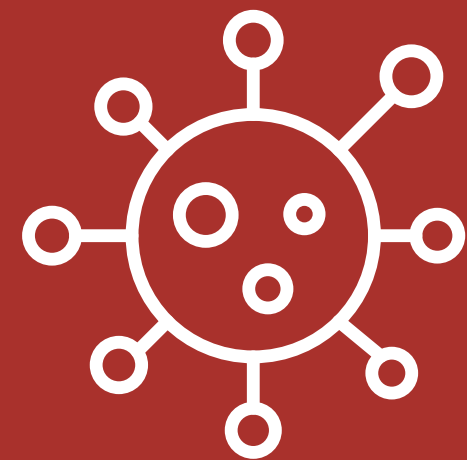
The European Emergency Number is **112**, and can be called from any phone. This is the number you should ring for any situation requiring urgent assistance, including:

- Serious medical problems (accident, unconscious person, severe injuries, chest pain, seizure)
- Any type of fire
- Life-threatening situations (crimes)

If you need urgent medical attention, you can walk into the 24/7 emergency services, called "Urgences". If you go to a public hospital (APHP), your EHIC card or social security registration form will ensure the vast majority of your expenses are covered.

If you need urgent medical attention but are unable or unsure about going to Urgences, you should call Samu (**15**) for medical advice. They can direct you to the nearest medical centre, send an ambulance or send a doctor for a home visit.

COVID-19



- The dates of the academic year will remain as planned
- We are currently planning to deliver a mixture of online and face-to-face teaching for the first semester.

We do not yet know what the situation will be in Paris in September but small group teaching is one of the characteristics of our pedagogical approach and we aim to maintain a high level of face-to-face teaching while bearing in mind guidance from local authorities. During the 2020/21 academic year, students were able to access the library and study spaces throughout the teaching terms, and we were able to offer face-to face teaching for some of the first semester and all of the second semester in a safe teaching environment.

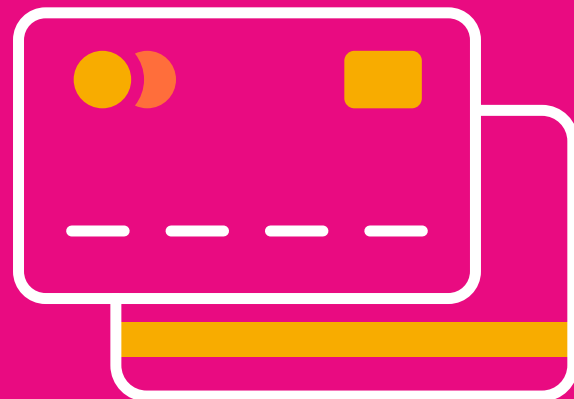
Learning and Teaching

To take into account possible restrictive safety protocols as well as to accommodate students who might not be able to be physically present in Paris by the end of September, we are planning a blended approach to our induction activities and teaching in the first semester. This means that we expect that students who will be in Paris will be able to benefit from face-to-face teaching in small groups with additional online content to ensure a high-quality learning experience. For students who are not able to be on-site, a series of online tools, such as lecture recordings, live remote seminar sessions, discussion forums and tutor office hours will be available.

Building

Our students' and staff's health and wellbeing are our utmost priority. Over the past year, we have implemented a number of Covid protocols, including signage, reduced room capacity, social distancing measures, augmented cleaning and PPE protocols to ensure building user's safety. We will continue to monitor local health authorities' advice to adapt our operation to requirements.

Banking Arrangements



- We recommend you open a French bank account in Paris as soon as you have secured your accommodation as you may have heavy charges using your UK account and for any access to various services that may require prélèvements
- Minimum charges on cards range from 10€-20€
- Click [HERE](#) to view a comparison of the two digital-only banks in France

Transferring money to France often has a cost which may vary from one bank to another. You should check the scale of charges with both your home bank and French bank before deciding how to transfer money. Students have often found that using money transfer services such as Transferwise is a competitive option. There are also likely to be charges involved in withdrawing cash and using bankcards abroad, which are again most easily investigated before leaving home.

Opening a bank account in France

We strongly advise full-time ULIP students to open a bank account in Paris as soon as they have secured accommodation.

Note that banking practices and fees differ in France from other countries, so we advise students to be sure they understand everything they sign up to. Be aware that in France **overdrafts are very costly** and you will be charged a fee for every day your account is overdrawn, even if you have a découvert autorisé, which only means that you have permission to be overdrawn, not that you have an interest-free overdraft.

When you open a bank account, make sure you are **given statements of bank details (RIB: Relevé d'Identité Bancaire)** which you will be asked to provide to anyone that you set up a direct debit with (eg, landlord, insurance company, electricity provider, student travelcard). Also, make sure you receive all Internet banking codes and details for online transactions and services.

Please note that depending on the bank, it may take about 2 weeks for your account to be open and to receive your bank card.

Digital-Only Banks

With the rise of new technologies, you now have digital-only banks enabling you to manage your account within the touch of your smartphone (e.g. blocking your card on the app if you lose it).

The two main options in Euros are N26 and Revolut. Both of them offer many free services (card, real-time exchange rate, money transfers to numerous countries...), however like any other banks there are either some conditions or some limits (e.g. cash withdrawals limit).

Some say N26 is best for everyday usage, while Revolut is best suited for travelers who juggle between currencies but it is really up to you.

Because their offers continuously evolve, we invite you to explore their websites and take a detailed look at their services to see whether this could be a suitable option for you:

Other bits and pieces



- Your Image R pass is one of the cheapest options. It will give you access to unlimited metro, bus, noctilien, tram and RER rides in all Ile-de-France.
- A phone number is quite useful as you will be required to share that information with various service providers.
- You can choose from a variety of cell phone providers: Free, Sosh, Red, SFR, Bouygues, Orange...

Imagine R Etudiant

This travelcard is for students who are over 16 years old and under 26 years old. It will give you unlimited access to most means of transportation in Ile-de-France: metro, bus, noctilien, tram, RER... It is one of the cheapest ways to get around Paris and you will also benefit from numerous discounts.

You now have the possibility to complete your application form online, where you will need the following documents:

ULIP acceptance letter in French
RIB if you want to set up a monthly direct debit
Photo of yourself (to upload), or you can use your web cam

It may take a couple of weeks before you receive your Imagine R card, so you might need to get a Navigo Decouverte card, an electronic travel card that you can either charge weekly or monthly with unlimited metro, bus, tram and RER rides. These can easily be found at most train stations, simply ask someone at the help desk. Please note that the card cost approximately 5 €.

- Correspondance = Connection
- Correspondance n'est pas assurée= Connection is not ensured
- Sortie= Exit
- En travaux = Maintenance works
- Carnet = a book of 10 tickets, offered at a discounted price compared to single fare

Phone

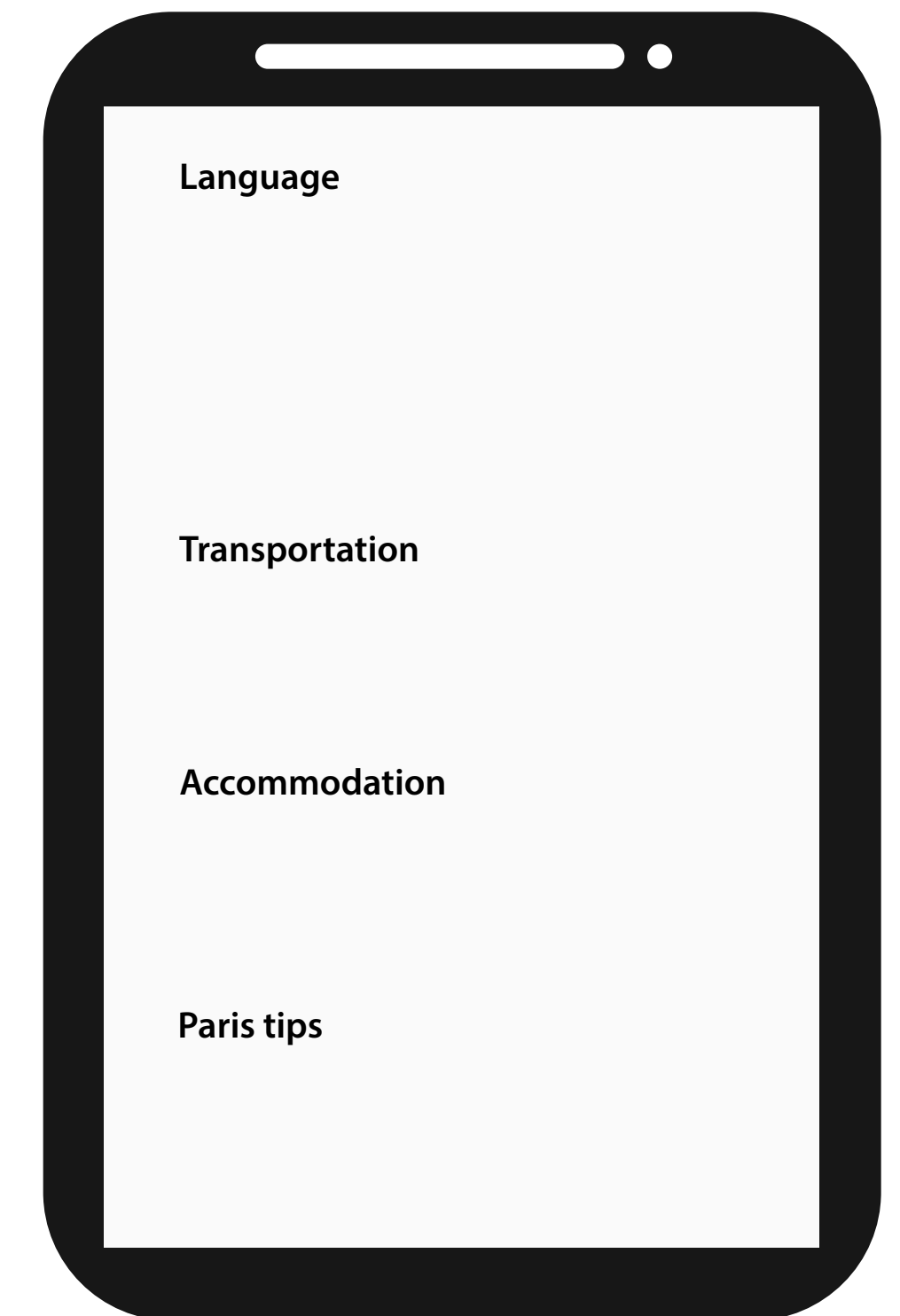
Most service providers will ask for a French number, so you may want to consider one of the numerous mobile providers.

You can choose between contract or contract-free. It seems that most students opt for contract-free and tend to choose Free, which is one of the least expensive options, however they might not have the best coverage.

Click [HERE](#) to view a comparison of cell phone providers and explore the various options.

Useful Apps

Click on the icons and check out these apps on the Android Play Store, they might be handy!



Term Dates



Student Induction and Freshers’ Week

Week starting Monday 20 September 2021

| | First semester | Second semester |
|--------------|--|--|
| Dates | 20 September - 17 December 2021 | 24 January - 15 April 2022 |
| Reading week | 8 November - 13 November 2021 | 7 March - 13 March 2022 |
| Examinations | 6 January - 21 January 2022 <i>(exact dates to be confirmed)</i> | 5 May - 1 June 2022 <i>(exact dates to be confirmed)</i> |

French Public Holidays 2021-22

| | |
|------------------------------------|-------------------------------|
| • Toussaint - 1 November 2021 | • Labour Day - 1 May 2022 |
| • Armistice - 11 November 2021 | • VE Day - 8 May 2022 |
| • Christmas Day - 25 December 2021 | • Ascension Day - 26 May 2022 |
| • New Year’s Day - 1 January 2022 | • Pentecost - 6 June 2022 |
| • Good Friday - 15 April 2022 | • Bastille Day - 14 July 2022 |
| • Easter Monday - 18 April 2022 | • Assumption – 15 August 2022 |

**Looking forward to seeing
you in Paris!**

Need help?

Contact us between 9.15am-1pm, 2pm-5pm
(Paris time) via:

tel: +33 (0) 1 44 11 73 83/76/94

email: contact@ulip.lon.ac.uk

web: london.ac.uk/institute-in-paris

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The information given in this guide is correct at the time of going to press (April 2021). The University of London Institute in Paris reserves the right to modify or cancel any statement in it and accepts no responsibility for the consequences of any such changes.

Images from Unsplash: Paris rooftops (p.1 and 16) - Dimitri Iakymuk

Icon: Coronavirus Icon made by DinosoftLabs from Flaticon (p.11)