

ORION MASTER GRANTS: PRACTICAL SHEET FOR THE RECEPTION OF FOREIGN STUDENTS

In the ORION program, international students have the opportunity to receive a grant of 1000€ per month to do a research internship at Master 2 level in a UL laboratory. The internship can last from 4 to 6 months.

The purpose of this practical information sheet is to explain the administrative procedures involved in international mobility for applicants from foreign universities, and the services offered by the International Relations Department of the Université de Lorraine to welcome international students.

Students will be registered at the University of Lorraine in the LUE Graduate School Program. Enrolment in this University Diploma allows them to be part of this program and to apply for a **long-stay visa (VLS- TS) mention Etudiant (valid for 4 months to 1 year)**.

The structures involved:

- The tutor who undertakes to welcome and accompany the student in the laboratory.
- ORION which assists the tutor and the student for the administrative registration. The student can benefit, if he asks for it, from 1000€ before his arrival for his mobility (IBAN of his country of origin) or from a refunding of his mobility expenses as soon as he is in France (French IBAN). Then, he will receive 1000€ every month for his internship (French IBAN). The maximum payment is 7000€.
- the International and European Relations Department (IERD or DRIE in French) which accompanies the student from the formalities before his arrival to the reservation of CROUS accommodation as soon as he is registered. The IERD can make an appointment with a French bank to open a bank account. **Please note:** As many procedures are now paperless, the DRIE cannot take the place of the student. It will inform and guide you through the process, and it is up to you to follow the instructions or consult the Drie if you have any questions.

Please note:

- To benefit from this mobility support, the student must not be living in France at the time of applying for the ORION Grant.
- In the case of internships in laboratories located in restricted zones (ZRR), the laboratory must anticipate the student's application, as the processing time can be very long

ADMINISTRATIVE PROCEDURES

The student must provide ORION with the following documents:

- IBAN from the country of origin if the student wishes to benefit from a mobility grant
- ID photo for student card
- Application form for the LUE Graduate School Program

- Foreign agent creation form for registration in the management tools
- Hosting agreement
- Signed letter of commitment
- Copy of passport
- Copy of student visa
- French IBAN on arrival in France

The student should make sure to apply for a **long stay visa valid as residence permit for students** and not another kind of visa.

ORION sends the student the Master Grants certificate and the University registration certificate so that the student can receive a visa.

STUDENT WELCOME PROGRAM

IERD, and more specifically its Accueil International sub-department, can help students with the following procedures:

- Visa application
- Housing search
- Home or other insurance
- Opening of French bank account, Social Security affiliation, complementary health insurance OR European Health Insurance Card if the student is European.
- Other administrative formalities on arrival in France

After final notification of the ORION MASTER GRANTS, tell the winner to contact the Drie at drie-orion-contact@univ-lorraine.fr to schedule a videoconference interview to prepare for the mobility program. This meeting can also be organized with the supervisor, if the latter so wishes.

The purpose of this interview is to:

- assess aptitude for international mobility (comfort zone, degree of autonomy).
- offer support for mobility and settling in Lorraine
- find out the student's precise status (as a couple/with children), inform them accordingly about the cost of living in Lorraine according to their situation (alone or with family), and provide them with all the practical information they need to prepare for their stay.

After this interview, a budget table will be provided to the student to allow him/her to evaluate his/her financial capacity to come to France.

PRACTICAL INFORMATION

Accommodation:

- **University residence:**
 - Reservations are made by academic year or semester. It is not possible to reserve accommodation in a hall of residence for a period straddling 2 academic years (e.g. from June 1 to November 1),
 - University residence leases systematically expire at the end of July or August
 - Crous gives priority to requests for accommodation for the academic year starting in September, not for short stays. CROUS does not accept reservations for less than 2 months if the arrival date is in September.

- **Other accommodation options are available**, including the Studapart housing platform with which the Université de Lorraine has set up a partnership. It offers support via webinars and tutorials, and a guarantor system. For more information on student housing, click here: <https://www.univ-lorraine.fr/welcome/trouver-un-logement/>

- Students can have lunch in University restaurants. To do so, they must download the Izly application: <https://www.izly.fr/> to load your CROUS account in euros.

- Students will find **all the information they need** to settle in on the [Welcome! website's Student](#) section, in French and English: steps to take before arriving, once here and before leaving: Welcome and integration, learning French, budgeting, banking, insurance, health, welfare, sport, mission handicap, transport, campus life, daily life, visa and residence permit. Before taking any action, they should contact the Drie (see below).

- Students can also download the [Welcome Kit](#), which lists the various services available to students to help them settle in, including the [BuddySystem](#) for sponsorship by a student already living in Lorraine.

- **International student contact for the Orion program:** drie-orion-contact@univ-lorraine.fr