

LORRAINE WELCOME GUIDE

Step by step

Researcher – citizen from **non-EU** or **EEA** countries



HEALTH INSURANCE
BANK VISA ARRIVAL
ACCOUNT INSURANCE DEPARTURE
ACCOMMODATION
RESIDENCE
PERMIT TAXES FAMILY



RIGHTS OF ENTRY AND RESIDENCE IN FRANCE

When the dates of your stay are confirmed, your **host laboratory** or **training department** at the University of Lorraine and the EURAXESS center draw up a « convention d'accueil » (hosting agreement) which enables you to get a visa « **Passeport Talent Chercheur** » or « **Scientifique-Chercheur** » (if you are an Algerian citizen). The Hosting Agreement « **convention d'accueil** » process can take **10 to 15 days**.

Register on the EURAXESS website to be better assisted during your stay.

To register, [click HERE](#).

At least **3 or 4 weeks** before departure, apply for your visa at the closest **French Consulate in your home country** with your « convention d'accueil »:

- Apply for a visa « **Passeport Talent – Chercheur** » or « **Scientifique-Chercheur** » for you;
- Apply for a visa « **Passeport Talent – Famille** » or « **Conjoint de Scientifique** » for your partner and minor child(ren).

Visit the official website [France-Visas](#).



BUYING YOUR TRANSPORTATION TICKET

Remember to book your transport as early as possible, as soon as your stay is confirmed.

Please note that if you will be staying in a student residence like the CROUS (PhD only), you need to check the **opening hours** with the residence first. They are closed on weekends.



HEALTH INSURANCE

If you have a visa « **Passeport Talent – Chercheur** » or « **Scientifique-Chercheur** », you will be affiliated to **CPAM in Paris**. The **Human Resources Department**/your **employer in France** is in charge of the procedure.

Find out more details on [our website](#).

If you are not a student, do not have a work contract in France, or your stay is less than or equal to 6 months, you will need to subscribe **health insurance** in the country you **live in**.

ADVICE

Before departing from your country, it is essential to obtain travel insurance that will provide coverage for the initial months upon your arrival

For negotiated Fnak offers: [click HERE](#).

RECHERCHER UN LOGEMENT EN LORRAINE



RATES

Depending on the city or the neighborhood you live in and the size of your accommodation, the rental prices **vary**.

In **Nancy** and **Metz**, expect to pay around:

- 450–500€/month for a furnished studio (1 main room, kitchenette, bathroom)
- 550–600€/month for a furnished T1 apartment (1 bedroom, 1 living room, kitchen, bathroom)
- 750–800€/month for a T3 (2 bedrooms, 1 living room, kitchen, bathroom)

In cities like **Epinal**, **Longwy**, **St-Dié** or **Sarreguemines**, accommodations are more affordable.

Please note that these prices do not include the electricity bill or the Internet. Heating is sometimes included in rental charges.



GUARANTOR

In France, tenants must have a **French (or European) guarantor**.

This is a form of insurance for the landlord in case of unpaid rent. If you do not know anyone

who can be your guarantor, there are several options available to you:

- A free national option: **Visale**, which is generally accepted by student residences. If you rent a flat, the landlord is free to accept Visale or not. You can benefit from Visale if you are under 31 years old.
- Private option subject to a fee: **GarantMe**, **Luko**, **Cautioneo**, **SmartGarant**. There is no age requirement.

Find the accommodation guide on the **EURAXESS website**, as well as the Campus France **Nancy** and **Metz** fact sheets.



FINDING AN ACCOMMODATION

You can visit the website **leboncoin.fr** (section: immobilier > locations) or **seloger.com** to have an idea of prices and types of accommodation. You will find accommodations owned by private landlords or by real estate agencies.

It is preferable to know beforehand the cost of housing to anticipate your budget.

You can also choose flat sharing or student residences (only for PhD students). More info about accommodation on **our website**.

If you are a postdoc or a researcher staying for a period of at least three months, you can ask to benefit from the **Welcome@lorraine (LUE)** program.

To be eligible your **host lab** must contact the EURAXESS Center (DRIE) **at least 1 month before your arrival**.



OPENING A BANK ACCOUNT + HOUSING INSURANCE

You can open a French bank account for yourself or a joint account if you come with your partner, when you have a permanent accommodation (or apart'hotel).

Administrative fees + bank card (CB) cost 10 € / month (approximately).

Housing insurance can be purchased through your bank.

Please contact your [Euraxess Center](#).



VISA AND RESIDENCE PERMIT

To get assistance with these steps, please contact your [EURAXESS center](#) as soon as possible.

Depending on the type of visa you have, you have to:

- Validate a **VLS-TS** online **within two months following your arrival** on the [ANEF website](#). For holders of a VLS-TS « Passeport Talent Chercheur », validation is effective as soon as you have finalized the procedure and paid **€200 online**.
- Apply for a **residence permit** upon arrival if you have a **VLS « Carte de séjour à solliciter »**. It takes an average of **6 to 8 weeks** and costs **€225** in tax stamps. Please contact your EURAXESS Center for more details.

Please note!

If you come with a **short-stay visa (C)**, you don't need to validate it or apply for a residence permit. It is not renewable.



HEALTH INSURANCE

In France, health insurance is **mandatory**.

If you are employed by the University of Lorraine, you will be affiliated to CPAM of Paris by the **Human Resources Department** when you sign your contract.

This can take **from 1 to 3 months**.

Spouses and children of doctoral students and researchers employed by the Université de Lorraine also have to be registered with the CPAM of Paris if they have a visa «Passeport Talent Famille» or «Conjoint de Scientifique».

For doctoral students and visiting researchers staying in France for more than 6 months, you can apply for affiliation by sending a paper application (cerfa n°15763*02) to your local CPAM.

Visit [our website](#).



SCHOOL ENROLLMENT FOR CHILD(REN)

After your arrival and when you can prove you have permanent accommodation, apply for school enrollment at the **closest school to your home** in France or at the **city hall «Mairie»**.

OR

If you are eligible for the **Welcome@lorraine (LUE)** program, send an email to lue-welcome-lorraine@univ-lorraine.fr.



TRAVELLING ABROAD WITH MINOR CHILDREN

If you are planning to travel abroad, in order to make it easier for your underage children to get around, it will be mandatory to apply for a **DCEM** (Document de Circulation pour Étranger Mineur).

To initiate this process, go to [ANEF website](#).

The procedure can take from 5 to 6 weeks and costs **€50 per request**.

For further information, please consult the [Service Public website](#)



DRIVING IN FRANCE

One year after your arrival in France, you can exchange your non-European driving licence for a French licence **if you meet the conditions**. The procedure is free and takes **3 to 6 months**. For further information, please visit [this website](#).



BEFORE LEAVING FRANCE

PLEASE NOTE !!

All steps must be taken **before your residence permit expires**.



PAYING TAXES

In France, each year between April and May, you must declare your income from the previous year to the [Centre des finances publiques](#).

If you need assistance with your first tax return, please contact your EURAXESS center or visit [our website](#).

You can also consult the Taxes fact sheet on the [Welcome To France website](#).



RENEWAL OF YOUR RESIDENCE PERMIT

4 to 2 months before your residence permit expires, make an appointment with your **EURAXESS center** to renew your residence permit and, if applicable, that of your spouse's residence permit. The procedure takes **6 to 8 weeks** and the fee is **€225 per residence permit**, in tax stamps.

Contact your **laboratory** to renew your **hosting agreement**.

Between 1 and 3 months before you leave:

Inform your **landlord** of your departure date. If there are no damages in your rental property, you'll get your **deposit** back.

Cancel all your contracts (electricity, gas, Internet / telephone subscriptions, insurance, complementary health insurance, etc.).

Declare your **French taxable income** from the previous and/or current year (declaration in paper format or online in April or May).

Contact your **bank** to close your bank account. This can be done before your departure or by e-mail after your departure, if you still have outstanding transactions (debits or credits).

Contact your **EURAXESS center** to inform them of your departure. This can also be done before or after your departure.

CONTACTS

Contact your **EURAXESS center** by e-mail:
drie-euraxess-contact@univ-lorraine.fr

or **make an appointment**

For **personalized assistance**, please register at:
<https://www.fnak.fr/en/register/>



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