

LORRAINE WELCOME GUIDE

Step by step

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



HEALTH INSURANCE
BANK ACCOUNT **DEPARTURE INSURANCE**
ACCOMMODATION
FAMILY TAXES **ARRIVAL**



RIGHTS OF ENTRY AND RESIDENCE IN FRANCE

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

To register, [click HERE](#).

There are no specific formalities. Please remember to bring your **valid ID**.

HEALTH INSURANCE

If you are a UE citizen: ask for a **European Health Insurance Card** in your country. Remember to request form S1 from your health insurance if your stay is for longer than one year. For more information, [click HERE](#).

Si vous êtes salarié-e de l'Université de Lorraine: vous serez affilié-e à la MGEN par la **Direction des Ressources Humaines** après la signature de votre contrat. Le traitement d'un dossier prend de 1 à 3 mois.



HEALTH INSURANCE



BUYING YOUR TRANSPORTATION TICKET

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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.

LOOKING FOR ACCOMMODATION IN LORRAINE

BEFORE COMING



RATES

FINDING AN ACCOMODATION

You can visit the website [leboncoin.fr](https://www.leboncoin.fr) (section: immobilier > locations) or [seloger.com](https://www.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**.



GUARANTOR

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.



FINDING AN ACCOMODATION

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.



OPENING A BANK ACCOUNT + HOUSING INSURANCE

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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](#).

HEALTH INSURANCE

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

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

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

For more details, visit the [MGEN website](#).

In order to register your partner who is not a student nor employed and/or your child(ren), please make an appointment with the CPAM of the city where you live in France,

OR

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



HEALTH INSURANCE



SCHOOL ENROLLMENT FOR CHILD(REN)

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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

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If you have planned to leave France, in order to make it easier for your underage children to get around: apply for a «Document de Circulation pour Étranger Mineur (DCEM)».

European parents living in France for more than 3 months are not obliged to have a residence permit. The procedure is free if at least one parent is European and has lived in France for more than 3 months.

If you would like to apply for DCEM, visit the [ANEF website](#).

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](#).



PAYING TAXES

BEFORE LEAVING FRANCE

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.



BEFORE LEAVING FRANCE

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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