

GUIDE FOR FOREIGN SCIENTISTS

« Scientist »

Institut Curie
Centre de Recherche
26, rue d'Ulm 75248 Paris Cedex 05

CONTENTS

Preamble

Contents	1
Introduction to the Institut Curie Research Center	3
Contacts in the Department of Human Resources for the Institut Curie	4
Who is this Guide for new staff intended for?	4

Preparing for your stay in France

1. Formal administrative procedures	5
1.1 The « scientist » procedure	5
1.1.1 Who can benefit from the status of « scientist » ?	
1.1.2 How benefit from the status of « scientist » ?	
1.2 Applying for the visa	6
1.2.1 The short stay visa	
1.2.2 The long stay visa	
1.2.3 The long stay visa constituting residence permit (VLS-TS)	
1.2.4 Members countries of the European Union	
1.3 The essentials before your departure	8
2. Find an accommodation	9
2.1 Foreign post-doctoral researchers and teachers	9
2.1.1 On the campus of the Cité Universitaire	
2.1.2 At the Couvent des Récollets	
2.1.3 Science Accueil Association	
2.1.4 Lodgis rent agency	
2.1.5 The Bureau d'Accueil des Chercheurs Etrangers BACE	
2.2 Doctoral students	10
2.2.1 On the campus of the Cité Universitaire	
2.2.2 Science Accueil Association	
2.2.3 The Irène Joliot-Curie Residence	

Upon arrival of the foreign researcher

1. The first application for a “scientist” résidence permit	12
1.1 Formal administrative procedures	12
1.1.1 Official documents required	
1.1.2 Medical examination at the OFII	
1.1.3 The meeting to collect the temporary residence permit	
1.1.4 Renewing the receipt for the application for a resident permit	
1.2 Travelling abroad: the re-entry visa from the Préfecture	14
1.3 Extending your stay	15
1.4 Other procedures	15
1.4.1 Change to the address or civil status on the temporary residence permit	
1.4.2 The loss or the theft of the temporary residence permit	
1.5 Rights and restrictions of the « scientist » residence permit	16

Institut Curie – Centre de Recherche 26, Rue d'Ulm 75248 Paris Cedex 05	PAGE 1/33
	Janvier 2013

2. Validation of the VLS-TS by the OFII	17
2.1 You hold a VLT-TS with the mention “chercheur-scientifique”	17
2.2 The VLS-TS renewal	17
3. Other types of résidence permit card	18
3.1 Residence permit card mention « visiteur »	18
3.2 Residence permit card mention « vie privée vie familiale »	19
3.3 Residence permit card mention « compétence et talent »	20
4. Health insurance	21
4.1 Social security	21
4.1.1 You are employed in France	
4.1.2 You are not employed in France	
4.2 Supplementary health insurance or « mutuelle »	23
5. Insurance and bank account	23
5.1 Insurance	23
5.1.1 Third-party liability	
5.1.2 House owner’s insurance	
5.2 Opening a bank account	24
6. Practical matters	24
6.1 Telephones	24
6.2 Traveling in Paris	25
6.3 Taxes	25
6.4 Family allowance and housing benefit « C.A.F »	25
6.5 Unemployment and foreign rights	26
6.6 Academic mobility Centers	26

Coming as a family

1. Formal administrative procedures	27
1.1 Before arrival: applying for a consular visa	27
1.1.1 The spouse	
1.1.2 Children travelling on a parent’s passport	
1.1.3 Children who have their own passport	
1.2 In France: applying for a residence permit	28
1.3 Children coming from abroad who are minors	28
1.3.1 The « Document de circulation pour enfant mineur »	
1.3.2 The « titre d’identité républicain »	
2. School attendance	29

APPENDIXES 30

Appendix 1 Prices of accommodation at the Cité Internationale Universitaire de Paris

Appendix 2 List of countries in the European Union

Appendix 3 List of countries exempt from the "apostil" on the birth certificate or the piece of identification

Institut Curie – Centre de Recherche 26, Rue d’Ulm 75248 Paris Cedex 05	PAGE 2/33
	Janvier 2013

Introduction to the Institut Curie Research Center

Director of the Research Center: Monsieur Daniel LOUVARD

And under his responsibility:

Monsieur Olivier DELATTRE: Director of the biomedical research

Madame Geneviève ALMOUZNI: Director of the training

Vice director: Madame Corinne CUMIN

Researchers at the Institut Curie are seeking to understand the working of normal and cancerous cells. Why and how do cells become malignant and produce tumors?

BASIC RESEARCH

Basic research is conducted in Paris and Orsay in several units that are associated with the CNRS, Inserm, or a university. The main topics are cell biology and developmental biology, genetics and oncogenesis, epigenetics and genotoxicology, pharmacochimistry, physical chemistry of living organisms, cell and molecular imaging, and systems biology.

► 4 priorities for the basic research at the Institut Curie

- To promote interdisciplinary and innovative basic research for diagnostic and therapeutic purposes
- To develop advanced technology platforms
- To disseminate knowledge nationally and internationally
- To increase training and encourage mobility

TRANSLATIONAL RESEARCH

The idea of "transfer" brings into play notions of movement, transport, and transmission. A technology is transferred when two organizations exchange techniques or know-how. The aim of transfer, that is of translational research, is to expedite the application of new knowledge in the clinical setting thereby improving patient care.

► The Institut Curie's Translational Research is done by:

- a dedicated department: the Translational Research Department
- the research groups of the Research Center
- the care teams of the Hospital Group, based in Paris-Orsay and Saint-Cloud

Translational research refers to the transfer of scientific innovations to the bedside to improve patient care and/or to research designed to improve understanding of cancer by performing experimental in vivo studies.

The Research Center brings together about **1100 people** (researchers, engineers, technicians...) and mobilises substantial financial and technical resources. (84 million of Euros in 2011)

Website: <http://www.curie.fr>

	PAGE 3/33
Institut Curie – Centre de Recherche 26, Rue d'Ulm 75248 Paris Cedex 05	Janvier 2013

Contacts in the Department of Human Resources for the Institut Curie

► Head of Human Resources

Stéphane LACROIX
 Tel : +33 1 56 24 65 19
 Email : stephane.lacroix@curie.fr

► Human Resources Manager

Elodie LE COZ
 Tel : +33 1 56 24 67 29
 Email : elodie.le-coz@curie.fr

► Contact for Foreign Researchers

Site de Paris

Caroline CLOUET
 Email: caroline.clouet@curie.fr
 Tel: + 33 1 56 24 65 30

Site d'Orsay

Myriam GERMÉ
 Email: myriam.germe@curie.fr
 Tel: + 33 1 56 24 65 42

Who is this Guide for new staff intended for?

Foreign researchers and teachers

This guide is intended for young foreign researchers and teachers who come to work in the Institut Curie Research Center laboratories as part **of their doctoral or post-doctoral studies** or as a **sabbatical**:

Welcoming foreign researchers is one of the Research Center's flagship programmes. This is because these collaborations help to strengthen international scientific co-operation and the spread of knowledge.

The Institut Curie Research Center has welcomed **223 PhD students'** in 2011 of whom 45% were **foreign doctoral students**, and also **275 post-doctoral researchers**, of whom 60 % (165 foreign researchers) are foreign (from 48 countries).

In addition, the Institut Curie finances a programme to welcome **experienced foreign scientists** who spend a sabbatical teaching seminars and taking part in the scientific life of the laboratories.

The aim of this guide

To help them with their stay in France, the Institut Curie offers foreign researchers and teachers a range of specially designed services to make their move easier, so that they can make the most of their move to France.

The task of the Institut Curie Research Center's "Contact for Foreign Researchers" is to help foreign researchers and teachers with all the issues related to their move, such as entry documents (visa, residence permit, and work permit), help with finding accommodation, health insurance, banking, etc.

As part of this service, several **practical guides** have been created that describe all the administrative procedures and the various types of help available at different stages of moving to France:

- **Preparing for your stay**
- **When you arrive in France**
- **Coming as a family**

Institut Curie – Centre de Recherche 26, Rue d'Ulm 75248 Paris Cedex 05	PAGE 4/33
	Janvier 2013

Preparing for your stay in France

Before you arrive in Paris, take some time to prepare for your stay: accommodation, formal administrative procedures, health, etc. These preparations are the foundation of a successful stay in Paris or the Paris area and **some formalities are essential** before you can start work in your laboratory.

1. Formal administrative procedures

1.1. The « scientist » procedure

1.1.1 Who can benefit from the status of « scientist»?

►The "RESEDA" law of May 11, 1998, has established a "**scientist**" status for foreign researchers or teachers/researchers. This status was formerly awarded only to **researchers with a PhD**.

A March 21, 2007 decree has extended the status of "scientist" to **doctoral students** and **students with a master's degree**. From now on, the latter can also benefit from a "scientist" residence permit. However, it is important to note that only doctoral students who have an **employment contract** can apply for the status of "**scientist**", which is not the case for scholarship holders who remain in the "**student**" status.

► **Nationals of Bulgaria and Romania** benefit from free movement within the European Union.

However, salaried workers are still submitted to transitional arrangements in France and must apply for a work permit. Scientists who are salaried in France have to follow the scientist procedure. It is necessary to prepare a hosting agreement, which is considered as a work permit:

- No visa request before arrival in France.

-Application for a residence permit with the status "CE – Toutes activités professionnelles" (EC – all professional activities) for stays of over 3 months.

Exception: holders of a diploma equivalent to a master's degree obtained in France can work freely (no residence permit required).

In addition, Bulgarian/Romanian nationals holding a doctoral thesis obtained in France, and who can provide a certificate of achievement (in the absence of the diploma), do not need a residence permit.

The "master 2" (M.Sc) requirement is a minimum requirement; a higher-level diploma obtained in France is sufficient, even without a "master 2" obtained in France.

► **Algerian doctoral students salaried in France** can benefit from the scientist procedure, in the same way as Algerian researchers holding a diploma that is equivalent to at least a master's degree.

Previously, Algerian nationals could not apply for this status, but since January 1st, 2003, they are submitted to the same conditions of admission and residence as other foreign nationals.

They obtain a "**scientist**" residence permit card that is valid for a period of 1 year.

	PAGE 5/33
Institut Curie – Centre de Recherche 26, Rue d'Ulm 75248 Paris Cedex 05	Janvier 2013

1.1.2 How benefit from the status of « scientist »?

The key to your coming to France is **the hosting agreement for a foreign researcher or teacher/researcher**. It must first be reviewed and approved by the Préfecture de Police of Paris. It is then **sent directly to you by the officer in charge of foreign researchers**, in order for you to receive permission to stay in France, as a "scientist".

The hosting agreement will enable you to obtain the **"scientist" visa** (CESEDA L313-8) that you will need to come to France.

The visa application has to be submitted to the **French Consulate**. You will have to supply a certain number of documents, which will be specified at the French Consulate. Given the differences that exist between countries, we cannot provide here a definitive list of the documents that must be provided.

Nevertheless, as an indication, the following documents are likely to be requested:

- A valid passport and a passport copy - **it is essential to have at least two empty pages on the passport**;
- The original copy of the **hosting agreement** for a foreign researcher or teacher/researcher;
- Several ID photos (the number can vary).

Also required:

- Payment of application fees and completion of the forms provided by the Consulate.

You need to retrieve the original copy of the hosting agreement, with the seal of the consular authority that you will need for procedures in France.

1.2 Applying for the visa

The type of visa required to visit France depends on both the duration (short or long stay) and the purpose of the stay (the issue here is "scientific" stays).

In some cases, the visa is not required.

1.2.1 The short-stay visa

The "type C" short-stay visa (3 months or less) is a "Schengen" visa that allows its holder to move freely in all member states of the EU who signed the Schengen agreement for stays of maximum 90 days per period of 6 months. These visas may be delivered for a single entry or multiple entries, depending on the purpose of the stay.

It is not necessary to apply for a temporary residence permit when in France, since **the visa allows the researcher to work** on French territory.

However, nationals of certain countries are exempt from the visa requirement to enter France. European legislation establishes the list of countries whose nationals are exempt from the visa requirement. **Nationals from certain countries outside the European Union are thus exempted from the visa requirement**. In most cases, they will nevertheless need to be in possession of a "convention d'accueil pour chercheur étranger" (hosting agreement for foreign researcher) if the purpose of their stay is to participate in research work in the laboratories of Institut Curie. The hosting agreement must be approved by the Prefecture, but the seal of the consular authority is not required.

	PAGE 6/33
Institut Curie – Centre de Recherche 26, Rue d'Ulm 75248 Paris Cedex 05	Janvier 2013

In order to know the list of required documents, **contact one of the foreign researchers correspondents** or click on the following link: <http://www.diplomatie.gouv.fr/fr/la-france/venir-en-france/entrer-en-france/article/les-etrangers-titulaires-d-un>

1.2.2 The long-stay visa

This type of visa ("type D") is mandatory for all stays in France for periods of over 3 months. This visa is usually valid for 3 months and has the following label: "carte de séjour à solliciter dans les deux mois suivant l'arrivée" (residence permit to be requested within 2 months after the date of entry). It is the only visa that enables to obtain a residence permit.

It must include the "**scientifique**" (**scientist**) or "CESEDA L313-8" label.

Applications fees for a long-stay visa for France, without territorial restrictions, amount to € **99**.

1.2.3 The long stay visa constituting residence permit (VLS-TS)

Certain long-stay visas **exempt holders from requesting a residence permit in France**.

Since September 1st, 2009, holders of long-stay visas, **with the exception of Algerian nationals and beneficiaries of pluriannual permits**, are exempted from requesting a residence permit from the Prefecture. **Their visa constitutes a residence permit** and replaces the residence permit card. Holders are thus exempt from procedures at the Prefecture, during the validity period of the visa.

Such visas are delivered for a stay in France of over 3 months and up to 1 year, to the following categories:

- * foreign spouses of French citizens,
- * spouses of foreign nationals for the purpose of family reunification,
- * students,
- * interns,
- * **scientists-researchers**,
- * employees (with a work contract of 1 year or more),
- * temporary workers (with a work contract of over 3 months and less than 1 year),
- * visitors (persons who can live on their own resources in France, and undertake to not work).

Within the 3 months after entry in France, you must follow **a certain number of procedures at the French agency in charge of immigration and integration (OFII – Office français de l'immigration et de l'intégration)**. If your application is complete, meaning that you have provided all the required documents, and if you have passed the medical examinations and entry visits, if necessary, and if you have paid the fee, a seal and a date will be stamped on your passport by the OFII. This validates the visa and proves that you stay in France lawfully.

The VLS-TS visa with multiple entries ("MULT") is sufficient to travel within the Schengen area (hence not in Ireland nor in the United Kingdom).

	PAGE 7/33
Institut Curie – Centre de Recherche 26, Rue d'Ulm 75248 Paris Cedex 05	Janvier 2013

1.2.3 Members countries of the European Union

People coming from countries in the European Union come under of the EU directive and the **freedom of movement system within the Union** (so there is no longer any need to request a visa to enter France). Therefore, since the law of 26 November 2003 (MISEFEN law), people coming from of one of these countries no longer have any need to request a residence permit when they stay in France; a valid passport or identity document is sufficient to allow them to work and live in France.

France is part of the « **espace Schengen** »: Germany, Austria, Belgium, Bulgaria, Denmark, Spain, Estonia, France, Greece, Finland, Hongarie, Ireland, Italy, Latvia, Lithuania, Luxembourg, The Netherlands, Poland, Portugal, Czech Republic, Roumania, The United Kingdom, Slovakia, Slovenia, and Sweden.

[Appendix 2 « List of countries in the European Union »](#)

1.3 The essentials before your departure

You will be asked to produce several administrative documents once you are in France. It is in your interests to acquire them in your home country before your departure.

The most frequently asked for documents by the authorities are:

- an identity card and/or a valid passport;
- date of entry in France (page of your passport) with the **customs stamp**;
- a copy of your visa and the original of the “convention d’accueil” with the consular stamp;
- a copy of your civil status certificate mentioning the parents’ surname, translated into French by a **sworn translator from the supreme court**. Your consulate is also competent to “**legalize or to place an apostille**” on your civil status certificate regarding to the agreements between your country and France: some countries are exempt from this procedure and are listed in the [Appendix 3 « Liste des pays dispensés de l’ « apostille » sur l’extrait d’acte de naissance ou d’état civil »](#) ;
- a marriage certificate translated into French by a sworn translator from the supreme court. Your consulate is also competent to “**legalize or to place an apostille**” on your marriage certificate
- a copy of your **doctoral certificate** or **Master degree** translated into French
- **recent** identity photographs, measuring 3.5 x 4.5 cm.

2. Find an Accommodation

The Institut Curie Research Center has set up partnerships with the **Cité Internationale Universitaire de Paris** and the **Couvent des Récollets** (an International Scientific and Cultural Reception Center) to help foreign researchers find accommodation in the Paris area.

These partnerships vary depending on your status, and we make a distinction between doctoral students and post-doctoral researchers.

Applications must be made to the Contact for Foreign Researchers in accordance with the procedures described below, as soon as you know the date of your arrival in France.

2.1 Foreign post-doctoral researchers and teachers

2.1.1 On the campus of the Cité Universitaire

The Cité Internationale Universitaire de Paris has several kinds of accommodation that have been completely renovated, furnished, fitted out and are specially designed for researchers.

The campus includes 40 international houses and is located in **Paris's 14th arrondissement**: http://new.ciup.org/plan_de_la_cite.php

Various types of accommodation are offered (bedrooms, bed-sits, two-bedroom house, etc.). Rents vary with the surface area of the accommodation and with the length of the stay. As an example, a small bed-sit of about 17m² - 22m² will cost between €603 and €748. [Appendix 1 "Prices of accommodation at the Cité Internationale Universitaire de Paris"](#)

The price includes water, electricity, heating, insurance, unlimited broad band connection and house-keeping services. Sheets and blankets are supplied and changed once a fortnight.

A stay is for a minimum of 5 days and a maximum of 2 years. Animals are not allowed.

You will be asked to pay a deposit of one month's rent. In addition, you must make an **advance payment** (by cheque or bank transfer) before your arrival in order to confirm your reservation.

How to make a reservation? You must contact the **"Contact for Foreign Researchers"**

2.1.2 At the Couvent des Récollets

The Couvent des Récollets (a former convent) has become an International Scientific and Cultural Reception Center located in the **10th arrondissement** in Paris, near the Gare de l'Est.

As part of our partnership, **five bed-sits** from 25m² to 29m² are made available to the Institut Curie.

The Center is run like a hotel; the accommodation is furnished and a hotel-like service is provided.

For more information, please consult the Couvent des Récollets website:

<http://www.Centre-les-recollets.com>

How to make a reservation? You must contact the **"Contact for Foreign Researchers"**

	PAGE 9/33
Institut Curie – Centre de Recherche 26, Rue d'Ulm 75248 Paris Cedex 05	Janvier 2013

2.1.3 Science Accueil Association

For furnished accommodation outside the Cité Internationale Universitaire de Paris (if you would like to be in another neighbourhood of Paris or in a town in Ile-de-France), you **must contact the “Contact for Foreign Researchers”** of the Research Center of the Institut Curie and state that you wish **to live outside the campus**.

The Cité Universitaire will send your application to its partner, **the association Science Accueil**: <http://www.saclay-scientipole.org/science-accueil/>.

Science Accueil has all kinds of **furnished accommodation**, from a bedroom in someone’s home to a separate house and including small or large flats. Prices vary depending on location and size.

2.1.4 Lodgis (Real Estate Agency)

The Institut Curie Research Center has set up a partnership with the Real Estate Agency Lodgis. They have all kinds of **furnished accommodation** in Paris. You will get a deduction on the agency fees, as below:

- 5% prizegiving on agency fees under € 500
- 10% prizegiving on agency fees between € 500 and € 1500
- 15% prizegiving on agency fees over € 1500

The **“Contact for Foreign Researchers”** will give you the coordinates.

2.1.5 Through the Bureau d’Accueil des Chercheurs Etrangers (BACE)

If you want to get more information or advice to help you find an accommodation in Paris, you can contact the BACE to the following adress: bace@ciup.fr

2.2 Doctoral students

2.2.1 On the Cité Universitaire campus (CIUP)

The Institut Curie Research Center also has a partnership with the Cité Universitaire for the accommodation **Doctoral students**.

Under this scheme, **20 bedrooms** in the Collège Franco-Britannique, the Maison des Provinces de France or other houses are made available to Research Center students, with priority being given to foreign students from the Curie PhD programm.

The monthly rent is around € 578 (prices depend of the length of your stay) and these bedrooms are fitted with a shower, wash-basin and WC, single or double bed. The shared kitchen is on the first floor. The price includes water, electricity, heating, insurance, unlimited broad band connection and house-keeping services. Sheets and blankets are supplied and changed once a fortnight. Animals are **not** allowed

You will be asked to pay a deposit of one month’s rent. In addition, you must make an **advance payment** (by cheque or bank transfer) before your arrival in order to confirm your reservation.

	PAGE 10/33
Institut Curie – Centre de Recherche 26, Rue d’Ulm 75248 Paris Cedex 05	Janvier 2013

How to make a reservation? You must contact the “**Contact for Foreign Researchers**”

NB: Students may make **individual** applications to the CIUP for accommodation. You will find the reservation application form at the following address: http://workflow.ciup.fr/citeu/site/demande/c_demande_maj1.php. However, if you register in this way, you do not have any right to a “Institut Curie reserved bedroom”!

New partnerships are being set up. Do not hesitate to contact the “**Contact for Foreign Researchers**” for more information.

2.2.2 Science Accueil Association

For furnished accommodation outside the Cité Internationale Universitaire de Paris (if you would like to be in another neighbourhood of Paris or in a town in Ile-de-France), you **must contact the “Contact for Foreign Researchers”** of the Research Center of the Institute Curie and state that you wish **to live outside the campus.**

The Cité Universitaire will send your application to its partner, **the association Science Accueil:**
<http://www.saclay-scientipole.org/science-accueil/>.

Science Accueil has all kinds of furnished accommodation, from a bedroom in someone’s home to a separate house and including small or large flats. Prices vary depending on location and size.

2.2.3 The Irène Joliot-Curie Residence

It is a new residence created for researchers and students located in **the 13th district of Paris** which opened in July 2012.

About 100 of studios for researchers (careful, you must be **less than 30 year old!**) and 82 rooms for students. If you want to apply, you must get registered on the web site: www.espacil.com

Address and phone number

Eco-Quartier de la place de Rungis

Rue Brillat-Savarin

75013 Paris

Tel: 0800 005 684 / Mobile: 06.85.05.96.46 or 06.85.05.97.74

Etudiants-iledefrance@espacil.com

Institut Curie – Centre de Recherche 26, Rue d’Ulm 75248 Paris Cedex 05	PAGE 11/33
	Janvier 2013

Upon arrival of the foreign researcher

If you are an **EU national**, you do not need to make requests at the Préfecture de police. Only the nationals from the **last 2 member countries** of the EU (Romania and Bulgaria) need to hold a residence **permit with authorization to work** (except if they obtained their master's degree in France: see page 5).

If you are a **non-EU national**, you have obtained:

- either a **long-stay visa** valid for 3 months with the "**scientifique**" (scientist) or "**CESEDA L313-8**" label on which it is specified that a residence permit request must be submitted within 2 months after arrival;
- either a **VLS-TS** visa valid for over 3 months with the "**scientifique-chercheur**" (scientist-researcher) label.

Since January 1st, 2012, the long-stay visas with the "scientist" label are progressively replaced by the **VLS-TS visas**. The 2 procedures are detailed below.

1. The first application for a « scientist » residence permit

Even though long-stay visas with the "**scientist**" or "**CESEDA-L313-8**" label valid for 3 months are progressively replaced by the **VLS-TS** visas, they still exist and the following section explains the procedure to follow to apply for a "scientist" residence permit.

1.1 Formal Administrative procedures

► For persons residing in Paris (75), submission of the application for a residence permit will go through the **foreign researcher correspondent** of Institut Curie's Research Center, who will submit your application to the **Grouped application service** at the Préfecture de Police of Paris.

Website of the Préfecture de Police of Paris: <http://www.prefecturedepolice.interieur.gouv.fr/>

► For persons residing outside of the Paris city limits, contact one of the **foreign researcher correspondents** who will provide you with information on the procedure to follow (procedures differ between sub prefectures).

Note: In the majority of cases, you will need to submit your application in person at the reception desk for foreigners.

Exceptions:

Palaiseau sub prefecture: it is the foreign researcher correspondent who is in charge of fixing an appointment by e-mail for your application.

Versailles sub prefecture: the application can be submitted by e-mail.

Institut Curie – Centre de Recherche 26, Rue d'Ulm 75248 Paris Cedex 05	PAGE 12/33
	Janvier 2013

1.1.1 Official documents required

- Copy of the passport, **visa (CESEDA L313-8 valid for 3 months)** and **stamp of entry** in France **on the passport**
- Original copy of the hosting agreement, with the seal of the consular authority
- Copy of a piece of identification including your filiation, **established by your consulate or embassy OR your birth certificate translated in French by a sworn translator accredited by the French Supreme Court (Cour de Cassation)**. Your consulate also has the power to "**legalize or apostille**" your legal documents depending on the agreements that exist between your country of citizenship and France: the countries that are exempt from this procedure are listed in Appendix 3 "List of countries exempt from the "apostil" on the birth certificate or the piece of identification";
- Copy of a proof of address in France (dated within the past 3 months), i.e. copy of lease, electricity (EDF), gas (GDF) or fixed telephone bill or contract, **or** an accommodation certificate with the copy of the host's ID card, as well as an EDF bill.
- **3 recent ID photographs showing a perfect likeness of the face**, with no head covering, 3.5 cm× 4.5 cm format.

You will also have to sign **2 Préfecture forms** that the foreign researcher correspondent of Institut Curie's Research Center will provide, along with a **form entitled "Demande de contrôle médical"** (medical examination request).

Then, after a few months (normally before the expiration of the visa), you will receive a "**récépissé (receipt) for a first application for a residence permit**."

This receipt is valid for 4 months, and proves that you have submitted a request. It is not exactly a temporary residence permit, as it does not give actual right of residence as such: if you wish to temporarily leave French territory, and you only have this "récépissé", you have to make sure that you will be able to re-enter with a valid visa allowing multiple entries, or request a "visa préfectoral de retour" (return visa issued by the Prefecture) (see paragraph 1.2).

1.1.2 Medical examination at the (OFII)

Foreigners that plan to stay for over 3 months in France (except EU nationals) must undergo a medical examination, performed by the regional branches of the OFII (**Office Français de l'Immigration et de l'Intégration - French Immigration and Integration Office**). The OFII will then call you up for an appointment either through the "foreign researcher correspondent", who will directly receive a letter, or you will receive directly a notification at your home. After this examination, if you receive clearance, the OFII issues a "**certificat d'aptitude médicale**" (medical certificate) that you will need to get your residence permit.

The 2009 French finance law introduced new taxes for the benefit of the OFII. From now on, all foreigners (including "scientists" and their spouses) who request the delivery of a temporary residence permit **must systematically pay a fee for their first application for a residence permit**. **The tax has been set at €349** since the March 23, 2012 decree, to which **another €19 tax is added** for the making of the biometric residence permit.

The total cost for a first application is €368.

The tax has to be paid with **fiscal stamps** that you can purchase from any tobacco shop or directly on the internet at the following address: <https://www.timbresofii.fr/pages/visiteguidee.jsp>

	PAGE 13/33
Institut Curie – Centre de Recherche 26, Rue d'Ulm 75248 Paris Cedex 05	Janvier 2013

1.1.3 The meeting to collect the temporary residence permit

After the medical examination **you will receive a letter inviting you to a meeting** on a given date, where you will hand in your temporary residence permit. It is essential to take with you:

- your passport;
- your receipt for the application for a residence permit;
- the original of the letter inviting you to the meeting;
- the medical certificate issued by OFII.

You will be required to systematically pay a tax when receiving a new residence permit card. The tax of 19 € is due regarding to **the fabrication of the biometric card** in addition to the other OFII taxes.

1.1.4 Renewing the receipt for the application for a residence permit

If you still have not received the temporary residence permit **eight days before the receipt expires**, (perhaps because of delays in processing applications in large towns), you should go to the Préfecture with:

- your passport
- an identity photograph
- and the old receipt.

You will then be given a **new receipt for the application for a residence permit**, which is valid for a further 4 months.

1.2 Travelling abroad: the re-entry visa from the Préfecture

If you wish to leave France temporarily during your stay (for conferences, seminars, collaborations with other laboratories, etc.), you must ensure that you hold a **valid residence permit**, and that you have evidence that you are lawfully staying in France when you cross national frontiers. Even if it has expired, your old residence permit, accompanied by the receipt for the application to renew the residence permit, grants legal authority to leave and re-enter France.

On the other hand, the receipt for the first application for a residence permit **does not give the right to stay**. In this case, if you wish to travel abroad, you should apply for a **re-entry visa from the Préfecture** which will allow you to re-enter France. **Applications for a re-entry visa from the Préfecture** should be made to the **visas department** of the préfecture de police. You should take with you the following documents:

- your passport
- several identity photograph (3)
- the receipt for the first application for a residence permit
- a document justifying the application (seminar, medical reasons, etc.)
- an excise stamp costing € 6 to be bought directly from the préfecture

And you will be asked to fill in while you are there:

- a form called "Demande de visa de retour pour ressortissant étranger" - (Application for a re-entry visa by a foreign national).

	PAGE 14/33
Institut Curie – Centre de Recherche 26, Rue d'Ulm 75248 Paris Cedex 05	Janvier 2013

The foreign researcher has to go to the visas department of the préfecture de police.

Once you have obtained this document, it is in principle valid for all countries, unless there are special restrictions, with no limit to the number of voyages, and covers the same period as the receipt for the first application.

1.3 Extending your stay

The temporary residence permit is not renewed automatically. You should contact the "Contact for Foreign Researchers" 3 months before your residence permit expires.

You should take the following documents with you:

- a copy of your residence permit ;
- a new "convention d'accueil" from your host research organisation, or your old convention d'accueil if it was establish for more than one year;
- a photocopy of your valid passport;
- proof of residence: this time, a telephone, gas or electricity invoice is acceptable (less than 3 months' old);
- 3 recent identity photographs;
- 2 forms from the Préfecture that is available from the "Contact for Foreign Researchers".

When this procedure is completed, you will receive a receipt. This receipt for the renewal of the residence permit can be used in exactly the same way as the original residence permit, but this does not apply to the receipt for the first application for a residence permit. You will then be invited to the Préfecture, Sous-Préfecture or Mairie where you live to obtain your **permanent permit**.

For each renewal, you will have to **pay a fee to the OFII**: the amount of this tax is € **87** if the extension is for less than one year and € **113** if the extension is for more than one year.

You will be required to systematically pay a tax when receiving a new residence permit card. The tax of € 19 is due regarding to **the fabrication of the biometric card** in addition to the other OFII taxes.

NB: you will have to pay a fee of € **16** if the demand is sent after the residence permit has expired.

1.4 Others procedures

1.4.1 Changes to the address or civil status on the temporary residence permit

For any change of address, you must declare your new home to **the local Commissariat de police**. You should take with you your passport and a proof of the new residence.

This information will then be sent to the préfecture d police and a new updated residence permit will be issued.

1.4.2 The loss or the theft of the temporary residence permit

You should declare a loss or theft to the **Commissariat de Police** closest to the place where it occurred. You should then take this declaration as quickly as possible to the Préfecture or to the Sous-Préfecture and apply for a replacement to the temporary residence permit.

	PAGE 15/33
Institut Curie – Centre de Recherche 26, Rue d'Ulm 75248 Paris Cedex 05	Janvier 2013

1.5 Rights and restrictions of the « scientist » residence permit

SCIENTIST	« CESEDA L313-8 »	Documents required	Appropriate Administration
<u>Residence permit</u>	YES : the residence permit card MUST be asked within the 2 months of your arrival	<ul style="list-style-type: none"> * Visa « type D » * Passport * « convention d'accueil » * working contract 	* Your file will be sent by the « Correspondant Chercheur étranger » to the Préfecture de Police
<u>Renewal</u>	YES : you MUST send the documents for the renewal at least 3 months before the residence permit expires	Same as for the first demand	Same as for the first demand
SCIENTIST	Right(s)	Restriction(s)	Appropriate Administration
<u>Health coverage</u>	Affiliation to the general French system if you are employed in France. If not, report to your social organism in your country or private insurance.	NO	<ul style="list-style-type: none"> * CPAM (Caisse Primaire d'Assurance Maladie) of your place of residence *CLEISS: to check if a convention between France and your country exist. *Private insurance
<u>Work</u>	YES as long as the « convention d'accueil » has been validated	NO	The « convention d'accueil pour chercheur étranger » allows you to work in France
<u>Traveling</u>	YES	If you do not have a return visa with your receipt, you need to wait to obtain the residence permit card	/

2. Validation of the VLS-TS by the OFII

2.1 You hold a VLS-TS with the mention "scientifique chercheur"

Since January 1st, 2012, the long-stay visas with the "scientifique" or "CESEDA-L313-8" label are progressively replaced by the **VLS-TS**: Visa Long Séjour Valant Titre de Séjour (long-stay visa valid as a residence permit) which **exempts the holder to make a first application for a residence permit in France**.

Holders of this type of long-stay visas are no longer required to request a residence permit at the Préfecture. **Their visa constitutes a residence permit** and replaces the residence permit card. Holders are thus exempt from procedures at the Préfecture, during the validity period of the visa.

This type of visa is granted to "scientifiques-chercheurs" (scientists-researchers) for a stay in France of over 3 months and up to 1 year.

However, within 2 months after entry in France, you must send by post **a certain number of documents to the French agency in charge of immigration and integration (OFII – Office français de l'immigration et de l'intégration)**:

- "**demande d'attestation OFII**" (application for OFII certificate), carefully completed;
- copy of **passport pages** that include your identity, the "**scientifique chercheur**" visa, the stamp of the border police with your date of entry in France.

You will then receive at your home an **appointment for the medical examination**, and you will be required to pay the €349 tax (in fiscal stamps) during the visit.

Your passport will then be labeled and date stamped by the OFII. This validates the visa and proves that your stay in France is legal.

The **VLS-TS with multiple entries** ("MULT") is sufficient to travel in the Schengen area (however, you cannot travel to Ireland or the United Kingdom, who have not signed the Schengen agreement).

2.2 The VLS-TS renewal

At least 3 months before the expiration date of your **VLS-TS** visa valid as a residence permit, you must contact your **foreign researcher correspondent** who will establish a new "hosting agreement for a foreign researcher or teacher-researcher". Your application must then be submitted to your prefecture or subprefecture of residence.

After this procedure, you will receive a **récépissé** (receipt) a few months after the application, before your biometric residence permit is made.

For each renewal, you have to pay a tax to the **OFII** to receive your residence permit: this tax amounts to **€ 87 for a one-year permit renewal** and **€ 113 for a permit of over 1 year**.

An additional € 19 tax must also be paid for the making of the biometric residence permit.

Warning, you will have to pay a **€ 16 fine** for any application submitted after expiration of your residence permit.

	PAGE 17/33
Institut Curie – Centre de Recherche 26, Rue d'Ulm 75248 Paris Cedex 05	Janvier 2013

3. Other types of residence permit cards

3.1 Residence permit card mention « visiteur »

VISITEUR (visitor)	CESEDA L313-6	Documents required	Appropriate Administration (Paris)
<u>Residence permit</u>	YES: "residence permit to be requested within 2 months after date of arrival"	* Must provide proof of being able to live on one's own resources * Commits to not perform any professional activity in France	Préfecture de police de Paris "Dépôt groupé" - Bureau 1516 <u>7ème bureau de l'Administration des étrangers</u> Place Louis Lépine 75004 Paris F staircase – 2 nd floor
<u>Renewal</u>	YES: online appointment 4 or 5 months before expiration	Same as first application	Same as first application
VISITEUR (visitor)	Right(s)	Restriction(s)	Appropriate Administration (Paris)
<u>Health insurance</u> (CMU)	YES	A "visiteur" (visitor) can benefit from the CMU (universal health insurance) only after 3 months of uninterrupted residence in France – this delay period does not apply for people enrolled in higher education institutions (French social security code – article R380-1)	Application to complete at the CPAM center of the applicant's place of residence
<u>Work</u>	NO	TOTAL	/
<u>Travel</u>	YES	Only after the residence permit is issued	/

3.2 Residence permit card mention « Vie privée Vie familiale »

VIE PRIVEE VIE FAMILIALE (private and family life)	CESEDA L313-11	Documents required	Appropriate Administration (Paris)
<u>Residence permit</u>	<p>YES: "residence permit to be requested within 2 months after date of arrival"</p> <p>Application submitted at the same time as the spouse's application</p>	<p>* type D visa</p> <p>* valid passport</p> <p>* hosting agreement of the spouse</p>	<p>* Foreign researcher correspondent</p> <p>* Préfecture de police de Paris "Dépôt groupé" - Bureau 1516</p> <p>Reception without appointment from 9 AM to 12 PM.</p>
<u>Renewal</u>	<p>YES: application to submit in the 3 month period before expiration</p>	Same as first application	Same as first application
VIE PRIVEE VIE FAMILIALE (private and family life)	Right(s)	Restriction(s)	Appropriate Administration (Paris)
<u>Health insurance (CMU)</u>	<p>Affiliation to the general health insurance scheme in case of employment in France or as the spouse of a beneficiary;</p> <p>Otherwise, private insurance schemes</p>	NO	<p>* CPAM of the place of residence for eligibility (general scheme)</p> <p>*Private insurance schemes</p>
<u>Work</u>	YES	<p>Work is allowed once the 1st residence permit is issued (the "récépissé" does not authorize the holder to work) – no hour limitations</p>	No action necessary
<u>Travel</u>	YES	Only after the residence permit is issued	/

3.3 Residence permit card mention « Compétence et talent »

COMPÉTENCE ET TALENT (competence and talent)	CESEDA L313-11	Documents required	Appropriate Administration (Paris)
<u>Residence permit</u>	<p>YES: "residence permit to be requested within 2 months after date of arrival"</p> <p>Application submitted at the same time as the spouse's application</p>	<p>* Type D visa * Valid passport * Hosting agreement of the spouse</p>	<p>* Foreign researcher correspondent</p> <p>* Préfecture de police de Paris "Dépôt groupé" - Bureau 1516 Reception without appointment from 9 AM to 12 PM.</p>
<u>Renewal</u>	<p>YES: application to be submitted in the 3 month period before expiration</p>	Same as first application	Same as first application
COMPÉTENCE ET TALENT (competence and talent)	Right(s)	Restriction(s)	
<u>Health insurance (CMU)</u>	<p>Affiliation to the general health insurance scheme in case of employment in France or as the spouse of a beneficiary;</p> <p>Otherwise, private insurance schemes</p>	NO	* CPAM of the place of residence for eligibility (general scheme)
<u>Work</u>	YES	The delivery of this permit gives authorization to work from the time of its notification	/

Warning: if you hold this type of residence permit, you commit yourself to leave France after 6 years.

4. Health insurance

4.1 Social security

4.1.1 You are employed in France

If you are employed in France, it is compulsory to be part of the general social security scheme and a member of the **Caisse Primaire d'Assurance Maladie - Local Sickness Insurance Fund (CPAM)** for your place of residence.

This means that researchers who sign an employment contract with a laboratory, research organisation or University, etc, and who therefore acquire the status of "employed person" have the right to benefit from French social security and are immediately covered for health fees, and also for accidents at work, death, incapacity for gainful employment, old age etc. Charges for the social security system are taken directly from your salary and paid by the employer.

Note: rights available subject to a minimum of hours worked (60 hours per month) and a minimum amount of contributions paid.

For further information, you can consult the social security web site: www.ameli.fr

A few weeks after your arrival in France, the Contact for Foreign Researchers of the Institut Curie Research Center will send you a request to register with your CPAM so that you can obtain a French social security number.

Official documents required for the registration:

- a copy of your **national identity card** and/or a **valid passport** AND a copy of your residence permit (Foreign Researchers who do not come from a member country of the EU)
- a bank account number (**RIB**)
- a copy of your last **pay slips**
- Copy of a piece of identification including your filiation, **established by your consulate or embassy *OR* your birth certificate translated in French by a sworn translator accredited by the French Supreme Court (Cour de Cassation)**. Your consulate also has the power to "**legalize or apostille**" your legal documents depending on the agreements that exist between your country of citizenship and France: the countries that are exempt from this procedure are listed in [Appendix 3 "List of countries exempt from the "apostil" on the birth certificate or the piece of identification"](#);
- a photocopy of a proof of residence in France (less than 3 months' old)

► **We highly recommend to the Foreign Researcher to go to his CPAM if 4 months after his arrival, he still hasn't received a letter from the CPAM to his home address.**

While getting registred, you will receive a social security number (first, you will get a temporary number starting by the number 8 or 7) and once you are definitively affiliated, a **«carte vitale»** will be sent to you. This card contains all the administrative information and simplifies the health reimbursements.

When you go to the doctor, you will have to pay for the consultation and show your **«carte vitale»** in order to obtain the reimbursement faster.

	PAGE 21/33
Institut Curie – Centre de Recherche 26, Rue d'Ulm 75248 Paris Cedex 05	Janvier 2013

In some case, showing the card will avoid you from advancing the fees on the part reimbursed by the social security: it is called « le tiers payant ».

If however you needed to see a doctor before obtaining your social security number, the doctor will give you a paper called « **feuille de soin** ». This sheet will need to be kept until you obtain your social security number. Once you have your number, fill in the « **feuille de soin** » and send it to your CPAM.

If you live in Paris 75, send it to the address below:

Assurance Maladie de Paris
CS 30001
75467 Paris Cedex 10

When you register with the Social security, you can also apply for your “**beneficiaries**” to be included. Beneficiaries are people living under the same roof and financially dependent on you: spouse, cohabitee, and children under 16 years for whom you are responsible (under 20 years if they are still in education). These categories do not have to make their own contributions. They may also be included in your supplementary health insurance “mutuelle”.

Note: In France, you can choose any doctor of your choice. The recent reform of the social security insurance makes it compulsory to choose a « **médecin traitant** » identified. His aim is to coordinate all the different consultations and exams of the patient. You will always have to refer to him at first. He’s the one who will be able to send you to a specialist : a letter of your « **médecin traitant** » is necessary if you want to get the full reimbursement of your health costs by the CPAM.

A special form called « **déclaration de choix du médecin traitant** » signed by your doctor will need to be sent to your CPAM. It is available on the CPAM web site: www.ameli.fr

NB: Social security will reimburse only part of your **health charges** (doctor’s fees, medication, stays in hospital, etc.).

You should therefore take out supplementary health insurance also know as a “**mutuelle**”.

If you sign an employment contract with the Institut Curie Research Center, you will automatically be covered by supplementary health insurance with **Swiss Life**.

4.1.2 You are not employed in France

You can be reimbursed of your health expenses in France if you can justify beeing insured in your country of origin and if this one has signed a « **social security bilatéral convention**» with France.

Make sure to obtain more information at your social protection organism in order to know if this convention includes health insurance :

► A bilatéral convention exists: you must show at the International Relations Service of the social security in France (CPAM), a document proving your affiliation to the social security organism of your country with the receipt of your médical expenses.

For further information, you can consult the « **Centre des Liaisons Européennes et Internationales de Sécurité sociale** » web site : <http://www.cleiss.fr/>

► No bilatéral convention exists: you must suscribe to a **personal health insurance**.

Institut Curie – Centre de Recherche 26, Rue d’Ulm 75248 Paris Cedex 05	PAGE 22/33
	Janvier 2013

4.2 Supplementary health insurance or « mutuelle »

In general, social security does not reimburse all your health charges. You should therefore take out supplementary health insurance also known as a “**mutuelle**”.

If you sign an employment contract with the Institut Curie Research Center, you will automatically be covered by supplementary health insurance with **Swiss Life**.

This insurance will make up the parts of the charges that are not reimbursed by social security in accordance with the scales negotiated with this insurance company and you may be covered by the **Direct settlement system** where you do not have to pay up-front the charges reimbursed by the Social security.

Your family may also be covered by this insurance.

5. Insurance and bank account

5.1 Insurance

You are required to take out some **personal insurance**. For this, you can contact several insurance organism such as GMF; Axa; MAIF, MMA, etc. A number of banks offer this type of services as well.

5.1.1 Third-party liability

Third-party liability is facing the responsibility to make good the harm done **to others**. Third-party liability insurance covers the tort that might be caused to another person in his private life.

Some compulsory insurance already provides cover for third-party liability such as house owner's fully comprehensive insurance which also covers damage caused to others.

5.1.2 House owner's insurance

House owner's insurance is compulsory for any accommodation rented from a private owner. This is also known as “**house owner's fully comprehensive insurance**”.

This insurance covers tenant's risks (fire, theft, water damage, etc.) and natural disasters. In the majority of cases, it also covers the tenant if an accident is caused for which he becomes liable to a third-party. If you have this type of insurance, there is no need to take out separate third-party liability insurance.

For further information, you can consult the **ANIL** (Agence National pour l'Information sur le Logement) web site : <http://www.anil.org>

If you have accommodation in the Cité Universitaire or in the Couvent des Récollets, the house owner's insurance is **included in the rent**. **But you will still be required to take out your own third-party liability insurance.**

	PAGE 23/33
Institut Curie – Centre de Recherche 26, Rue d'Ulm 75248 Paris Cedex 05	Janvier 2013

5.1.2 Opening a bank account

The Institut Curie has a partnership with the **BNP Paribas** and **HSBC**. You will be granted some fees services (bank card, internet access) for a some time (one or two years) and there are fewer formalities.

- **BNP Paribas** située 7, Rue Soufflot dans le 5^{ème} arrondissement de Paris
- **HSBC** Paris Elysées – 103, avenue des Champs Elysées dans le 8^{ème} de Paris*
(or an HSBC agency close from your work or your home)

If you would like to open a bank account with the **BNP** or **HSBC**, please get in touch with the Contact for Foreign Researchers.

When you go for an appointment with a BNP financial advisor, you should take with you:

- your passport or identity card
- a declaration from the "Contact for Foreign Researchers"
- proof of residence in France and from your country.

Those Banks also offers **house owner's fully comprehensive insurance** and **third-party liability insurance**.

Of course, you may choose to deal with any other Bank.

Note: if you already hold a bank account at **HSBC** in your country, you should be able to open a french bank account before your arrival. Please get in touch with one of the Contact for Foreign Researchers and you will get in connection with our HSBC bank adviser

If you wish to **close your bank account** before leaving France, you must make the demand 15 days before your departure. This formality is free. The bank agency will not be able to do so without your written agreement, your new address and your new bank account details.

6. Practical matters

6.1 Telephones

French telephone numbers are composed of 10 digits. The first two digits refer to the five major regions (01 for Paris and the Ile-de-France / 02 for the north-west/ 03 for the north-east / 04 for the south-east and Corsica / 05 for the south-west).

To telephone France from abroad: enter [00], then the code for France [33], then the telephone number without the first zero.

To telephone abroad from France: enter [00], followed by the country code, then the telephone number.

For your mobile phone, find out with your operator if your mobile matches with the different local area network. In France, the main operators are Orange; Bouygues Telecom, SFR and Free.

	PAGE 24/33
Institut Curie – Centre de Recherche 26, Rue d'Ulm 75248 Paris Cedex 05	Janvier 2013

6.2 Traveling in Paris

RATP (the Paris public transport system): for the metro, buses, trams and the RER (the regional express railway)

SNCF (the French national railway): for travel to major towns

To travel within Paris, you need to buy a travel ticket.

For further information consult: www.ratp.fr

For travel within France consult: www.sncf.fr

For air travel timetables consult: www.adp.fr

If you are an employee of the Institut Curie (holding a working contract), **we will take into care part of your transport fees** (weekly, monthly or annually suscription). The terms of this reimbursement will be explained to you at your arrival while signing your working contract.

6.3 Taxes

Whatever the duration of your stay and the nature of your income in France may be, you are liable to pay taxes.

Each N year, during the month of May, people who live in France are invited to declare their income for the year N-1. The foreign researcher correspondent of Institut Curie's research center will inform you when appropriate about the procedure to follow with your tax office: <http://impots.gouv.fr/>

Your country may have signed a **tax treaty with France**. Some of these treaties include specific provisions that enable either to not pay taxes in France while continuing to pay in your tax residence country, or to sometimes be exempt from paying taxes. In case it does not, you will have to declare your income each year like all French citizens.

6.4 Family allowance and housing benefit « C.A.F. »

Foreigners residing lawfully in France with children under 18 are entitled to receive family benefits. You can therefore have your children registered at the French Family Allowances Office (**Caisse d'Allocations Familiales - CAF**) and receive family benefits (financial aid awarded to families to compensate for the costs related to raising children). Family benefits are due from the moment the foreigner visiting as a "scientist" can provide a visa for each of his children.

For more information, see: <http://www.caf.fr/wps/portal>

The CAF also pays housing benefits that, depending on your situation, can amount to 50% of your rent.

Housing benefits ("allocations logement") are social benefits that exist to reduce the housing expenses of families (rent, monthly mortgage payments). They are allocated depending on the resources of the beneficiaries, so as to help them have the minimum level.

They are also calculated according to the family situation, the type of housing and the place of residence of the beneficiary.

	PAGE 25/33
Institut Curie – Centre de Recherche 26, Rue d'Ulm 75248 Paris Cedex 05	Janvier 2013

6.5 Unemployment and foreign rights

The french law has been modified in order to allow foreign employees holding a residence permit with the mention « scientist » to benefit from **the unemployment allowance** as long as the residence permit is valid.

If you come from the European Union and benefit from the complete opening of the French employment market, you should technically be able to get registred to the unemployment office called « Pôle emploi ».

For further information about the unemployment allowance, you can consult the Pôle emploi web site: www.pole-emploi.fr

6.6 Academic mobility Centers

The aim of these Centers, which operate in collaboration with the Institut Curie Research Center, is to facilitate the mobility of foreign researchers wishing to come to France:

- Fondation Kastler
<http://www.fnak.fr/>
- BACE (Bureau d'accueil des Chercheurs étrangers)
http://www.ciup.fr/accueil_researchers.htm

Coming as a family

1. Formal administrative procedures

- **If you are coming for a long stay and want to bring your family with you as soon as you arrive,** you must apply a visa for each member of your family at the same time as you make your own application.

- **If want your family to join you once you are settled:** you must apply for a visa from the French Consulate for each member of the family (if a visa is required). The procedure is identical to the one described for a researcher.

The family must produce a photocopy of the convention d'accueil and a copy of the spouse's "scientist" residence permit (or the receipt) when applying for a consular visa.

1.1 Before arrival: applying for a consular visa

1.1.1 The spouse

Your husband or wife must apply for a visa de long séjour de type D "conjoint de scientifique" mention "carte de séjour à solliciter dès l'entrée" i.e. a type D "scientist's spouse" long stay visa stamped with the words "residence permit to be applied for on entry" (article L311-7 CESEDA: a long stay visa has been compulsory since the law of 24 July 2006).

1.1.2 Children travelling on a parent's passport

They will be attached to the parent's application for the visa. If there are two children, the words "+2" will be added to the visa number.

1.1.3 Children who have their own passport

A long-term visa with the mention « visiteur » must be applied for the child so he can live in France with his parents. Indeed, children of scientists obtain a « **VISITEUR** » visa i.e a type **VLS-TS (Visa Long Séjour valant Titre de Séjour)**. Since children do not have a residence permit before their 18th birthday, the OFII attestation does not need to be sent and no « vignette » is needed to be stick on the visa.

For each application to the French Consulate, a number of documents will be required which will be specified by the French Consulate. Local requirements vary from country to country so it is not possible to list all the documents here. For more information: <http://www.expatries.org/index.php/Annuaire/>

	PAGE 27/33
Institut Curie – Centre de Recherche 26, Rue d'Ulm 75248 Paris Cedex 05	Janvier 2013

1.2 In France: applying for a residence permit

► The spouse of the researcher's family will also be given a temporary residence permit bearing the words "**vie privée et familiale**" (private family life) which will cover the period of stay applied for by the researcher.

Algerians nationals will get a « certificat de résidence » with the mention "vie privée ou familiale".

The "vie privée et familiale" residence permit **enables the holder to work as of right**, i.e. without having to apply for a work permit and without holders having to show an employment contract in the Préfecture when they apply for a residence permit.

This « vie privée vie familiale » residence permit is valid for one year. Measures related to pluriannual permits do not apply to this type of residence permit. According to the CESEDA, the spouse of the scientist is subjected to the "**Contrat d'Accueil et Intégration**" (CAI).

The CAI contains certain advantages such as the possibility to attend to French courses and French civilization classes organized by a subsidized center and the fees are covered by the OFII. Those courses are free for foreign people.

► For children, a temporary residence permit is compulsory only after the child reaches 18 years old (the age of majority in France).

Note:

The same documents as those needed by the researcher will be required from the spouse and their adult children, if any, when they apply for a residence permit.

The members of the family must also undergo a medical examination with OFII.

The **spouse of the scientist** will have to pay the OFII tax by buying stamps i.e. € **349**.

If the "vie privée et familiale" residence permit is renewed an excise stamp of € **87** will have to be paid.

1.3 Children coming from abroad who are minors

A child who is a minor coming from abroad needs a **short-stay travel document** in order to **travel outside France**.

There are two kinds of documents, valid for 5 years, which exempt a child who is a minor from needing a consular re-entry visa. Application should be made to the visas department in the préfecture de police:

1.3.1 The "Document de circulation pour enfant mineur"

This is intended for minors **born abroad** who do not need a residence permit.

However, if they need to leave French territory, they may obtain a **short-stay travel visa for foreign minor**.

The short-stay travel visa must be accompanied by a valid travel document (such as a passport).

The application must be made by a person with parental authority. One of the parents must go in person with the child concerned, to collect the document.

You should take with you:

	PAGE 28/33
Institut Curie – Centre de Recherche 26, Rue d'Ulm 75248 Paris Cedex 05	Janvier 2013

- Cerfa form no. 11203*02
- your passport
- the child's visa (usually shown on the parent's visa as an annotation "+1")
- the child's birth certificate translated and certified correct
- a school attendance certificate or for children under 6 years old, a document proving presence in France (e.g. a declaration from a crèche, declaration of medical attention issued by the Service de Protection Maternelle et Infantile (maternal and child health service) etc.)
- the parents' residence permits with a proof of residence less than 3 months old
- 2 identity photographs of the child.

1.3.2 The "Titre d'Identité Républicain"

This is given to children **born in France** with foreign parents.

You should take with you:

- Cerfa form no. 11203*02
- the child's birth certificate translated and certified correct within 3 months of registration
- the parents' residence permits with a proof of residence less than 3 months old
- 2 identity photographs of the child.

2. School attendance

► For children between birth and 3 years

It is very difficult to obtain places in day nurseries in Paris for children between birth and 3 years. When you arrive, you should go to **the PMI** (Protection Maternelle and Infantile - maternal and child health service) in your neighbourhood, where you can find information on day nurseries and other child-minding services (registered nursery nurses, private day nurseries, part-time day nurseries etc.).

For further information about the PMI you can consult the Mairie de Paris website: <http://www.paris.fr/pratique/petite-enfance/protection-maternelle-infantile/p6188>

► For children over 4 years

Children will go to a state-run school as soon as you arrive in France.

Nursery and primary schools take children between 3 and 10.

Middle schools (collège) take children between 11 and 15 years, and then high schools (lycées) take children between 16 and 18.

The French academic year runs from September to June. Children who do not speak French but who are of senior school age and arrive during the academic year may sometimes have to wait several weeks before a place can be found for them in a class for non French speakers.

	PAGE 29/33
Institut Curie – Centre de Recherche 26, Rue d'Ulm 75248 Paris Cedex 05	Janvier 2013

- APPENDIXES -

- [Appendix 1](#): Prices of accommodation at the Cité Internationale Universitaire de Paris
- [Appendix 2](#): List of the Countries in the European Union
- [Appendix 3](#): List of countries exempt from the "apostil" on the birth certificate or the piece of identification

APPENDIX 1

PRICES OF ACCOMMODATION AT THE COLLEGE FRANCO BRITANNIQUE CIUP

(2011 prices)

TARIFS DES LOGEMENTS AU COLLEGE FRANCO-BRITANNIQUE											
valables du 1er Septembre 2010 au 31 Juillet 2011 - Montant en euros TTC											
Désignation du logement	Nb de logements au CFB	Passagers / séjours d'été		CS Court Séjour			MS Moyen séjour		LS Long Séjour		
		3 à 18 nuits inclus	de 19 nuits à 1 mois inclus	3 à 18 nuits inclus	de 19 nuits à 1 mois inclus	Plus de 1 mois à 3 mois inclus		Plus de 3 à 6 mois inclus		Plus de 6 mois	
		Passagers		Tarif 1 et Tarif 2	Tarif 1 et Tarif 2	Tarif 1	Tarif 2	Tarif 1	Tarif 2	Tarif 1	Tarif 2
		/nuit	mensuel	/nuit	mensuel	/mois		/mois		/mois	
		TVA 5.5% incluse	TVA 5.5% incluse	TVA 0%	TVA 0%	TVA 0%		TVA 0%		TVA 0%	TVA 0%
ISR	4	36,93 €	686,81 €	35 €	651 €	534 €	592 €	464 €	515 €	422 €	468 €
ICG	202	44,31 €	802,86 €	42 €	761 €	624 €	719 €	543 €	625 €	494 €	568 €
STI	21	63,30 €	949,50 €	60 €	900 €		918 €		798 €		725 €
STD	28	63,30 €	1 055,00 €	60 €	1 000 €		1 019 €		886 €		805 €
SDG	17	63,30 €	1 107,75 €	60 €	1 050 €		1 110 €		965 €		877 €

ISR	Chambre individuelle avec un lit simple, un lavabo. Douches et toilettes en commun.
ICG	Chambre individuelle avec lit simple, douche et toilettes
STI	Studio individuel, avec lit simple, douche et toilettes, kitchenette
STD	Studio couple, avec canapé-lit ou lit double, douche et toilettes, kitchenette
SDG	Grand studio couple, avec canapé-lit ou lit double, douche et toilettes, kitchenette

APPENDIX 2**LIST OF COUNTRIES IN THE EUROPEAN UNION**Countries of the European Union

Germany
Austria
Belgium
Bulgaria*
Denmark
Spain
Estonia
France
Greece
Finland
Hungary
Ireland
Italy
Latvia
Lithuania
Luxembourg
The Netherlands
Poland
Portugal
Czech Republic
Roumania*
The United Kingdom
Slovaquia
Slovenia
Sweden

As well as the Principality of Andorra, Monaco Cyprus and Malta

Countries within the European Economic Area Agreement

Iceland
Liechtenstein
Norway

* soumis au régime transitoire

APPENDIX 3

List of countries exempt from the "apostil" on the birth certificate or the piece of identification

If you are born abroad, if you have foreign citizenship, you need a copy of a piece of identification including your filiation, **established by your consulate or embassy OR your birth certificate translated in French by a sworn translator accredited by the French Supreme Court (Cour de Cassation).**

Your consulate also has the power to "**legalize or apostille**" your legal documents depending on the agreements that exist between your country of citizenship and France.

The countries exempt from this procedure are listed below:

Algeria	San Marino
Austria	Senegal
Belgium	Serbia
Benin	Slovakia
Bosnia Herzegovina	Slovenia
Brazil	Spain
Bulgaria	Switzerland
Burkina (Burkina Faso)	Togo
Cameroon	Tunisia
Central African Republic	Turkey
Chad	United Kingdom
Congo (Brazzaville)	Vietnam
Czech Republic	
Ivory Coast	
Croatia	
Denmark	
Djibouti	
Egypt	
Gabon	
Germany	
Hungary	
Ireland	
Italy	
Kiribati	
Latvia	
Luxembourg	
Macedonia	
Madagascar	
Mali	
Mauritania	
Monaco	
Montenegro	
Morocco	
Netherlands	
Niger	
Poland	
Portugal	
Romania	