

MEMENTO

international
students
&
researchers

2025-2026

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THE “BIENVENUE EN FRANCE” LABEL

In 2020, UPJV was awarded the “Bienvenue en France” (=Welcome to France) label with a two-star distinction, in recognition of the quality of its services dedicated to welcoming and supporting international students. Awarded by Campus France and renewed in 2025, this label confirms the university’s ongoing commitment to supporting the integration and academic success of students throughout their mobility period.

Overview of services available at the UPJV

The UPJV, and more specifically its “**Bienvenue en France Office**”, has implemented several reception and support services designed to facilitate the arrival, settlement and integration of newly arrived international students (individual mobility students) :



A **one stop welcome desk** designed to assist students with the administrative procedures required upon arrival : visa validation, registration with the French social security system, housing benefit application, bank account opening etc. Students can also discover various cultural and sports activities offered by the university, helping to support their personal development. Open from late August to mid-September, this is an essential event not to be missed !



A **personalized welcome** ensured by staff from the International Relations Department in order to facilitate the integration of international students.



Help with finding accommodation, particularly through partnership between the University and the CROUS Amiens-Picardie.



A **peer-mentoring program**, known as the **Buddy System**, which pairs international students with local students who help them discover their new academic and living environment.



Regular meet ups bringing together international and local students of the UPJV.



Free “**French as a Foreign Language**” lessons to help you improve your French quickly.

Prior to your arrival, the Bienvenue en France Office organises a series of webinars every Tuesday between April and June : “**Les Mardis de l'International**” (=International Tuesdays). The aim is to reassure students and provide them with information about their future university environment.

BIENVENUE EN FRANCE OFFICE



University of Picardie Jules Verne - International Relations Department
11 rue des Francs Mûriers, Amiens 80000



bienvenue@u-picardie.fr



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<https://www.u-picardie.fr/international/beneficier-dun-accueil-qualite>

A HIGH-QUALITY WELCOME

THE EURAXESS SERVICE CENTER

Since 2021, UPJV has established a service centre certified by the European Euraxess network, designed for international PhD students, Post-Docs, lecturers and researchers. The centre provides personalised support to help them prepare for their stay and settle into the cities where UPJV campuses are located.

The team at the **Euraxess Centre** is committed to ensuring you receive a high-quality welcome at our university. Through partnerships with key local partners, our Euraxess Centre can assist you in various administrative procedures and facilitate your mobility.

Overview of services available at the UPJV

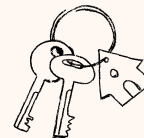
Planning your stay

- Hosting conditions
- Visas
- Work permits
- Residence permits
- Departure formalities and conditions, etc.



Helping you settle in

- Special welcome
- Accommodation search
- Home insurance
- Health insurance
- Opening a bank account etc.



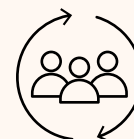
Day-to day assistance

- Social security
- Family matters (insurance, children's schooling, etc.)



Helping with integration

- French lessons for different levels
- Conversation workshops
- Organization of cultural outings
- Leisure activities etc.



EURAXESS SERVICE CENTER



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<https://www.u-picardie.fr/international/beneficiaire-dun-accueil-qualite>

A HIGH-QUALITY WELCOME

THE FRENCH AS A FOREIGN LANGUAGE CENTER

Created 20 years ago, our French as a Foreign Language Center (=Centre FLE) was awarded the “Qualité FLE” label upon its first application in 2019. This label, granted by an interministerial commission, recognizes the high quality of its language teaching and support services.

This Center is on a human scale, fostering the development of privileged relationships between teachers and learners and guaranteeing high-quality supervision.

The teaching team is composed of certified teachers, lecturers and associated professors, all specialized in the teaching of French as a foreign language.

Training programs and services offered by the Center

Offering its services and activities to all non-French-speaking students and staff, the Center provides :

- various French as a Foreign Language courses, free or subject to a fee, leading to a qualification or not, short or long term
- tutoring
- preparation for the “Test de Connaissance du Français” (TCF)
- cultural, sporting, and event activities

Please note :

The French as a Foreign Language Center is part of the university's Language Center, which also offers courses in languages other than French.

For more information, please contact: mdl@u-picardie.fr

Good morning !

*hallo,
wie geht's ?*

CENTRE FLE DE LA MAISON DES LANGUES



*** formations
*** enseignants
*** accueil
*** locaux
*** gestion



University of Picardie Jules Verne - French as a Foreign Language Center
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<https://www.u-picardie.fr/international/venir-lupjv/centre-francais-langue-etrangere-fle-lupjv>

PREPARE YOUR STAY

PLAN YOUR BUDGET

The cost of living in France can be quite high, and to make the most of your mobility, it is essential to anticipate your monthly expenses, not forgetting the costs associated with moving. Here is a quick checklist so you don't forget anything !

Settling-in expenses

- Travel expenses** : depending on your country of origin and means of transport
- Rental deposit** : 1 to 2 months' rent collected upon handing over the keys
- Real estate agency fees** : if applicable
- Home insurance** : 20 to 110 € depending on the surface of the accommodation
- Registration fees** : 178€ to 2,895€ depending on the level of study (excluding exchange programs)
- The Student and Campus Life Contribution** (in french "CVEC") : 105 €
- Health insurance** : between 0 and 25€ per month, depending on your situation

Excluding travel expenses, moving costs can easily exceed 1,000€.

Monthly expenses

- Rent** : on average 300€ in university residences and up to 600€ for private rentals.
- Electricity/gas** : 30€ to 60€
- Telephone and internet** : 10€ to 50€
- Public transportation (bus, bicycle)** : 20€ to 30€
- Food** : 300€ to 400€
- Other expenses (leisure, clothing, etc.)** : 100€

REMINDER : To make administrative procedures easier, open a bank account in France as soon as you arrive!

Tips for reducing your monthly expenses :

- Choose a university residence or a shared apartment.
- Eat at the university cafeteria ! A full meal costs only 3.30€.
- Shop at community grocery stores such as **AGORAÉ** in Amiens.
- Take public transportation or carpool.
- Visit thrift stores or clothing resale websites.
- Show your student ID card at restaurants and cultural venues, as it may entitle you to discounts !

SEARCH FOR ACCOMMODATION

For your period of study or research in France, you will need to rent accommodation. Here are some helpful hints to help you find your rental !

Accommodation in public student residences

In France, the student residences are managed by the CROUS, a public organization offering low-rent accommodation to students.



Our International Relations Department has signed an agreement with the **CROUS Amiens-Picardie** to secure a number of rooms each year for international students.

To apply for a room in student accommodation :

- **Exchange program students** : you will need to complete the accommodation application form, which will be sent to you by the DRI when you submit your application for a mobility programme at UPJV.
- **Students enrolling individually** (free movers) : you will need to book a room through the 'Bienvenue en France' office. Please note that due to the limited number of accommodation places available, priority is given to students enrolling on a Master's programme.
- **Direct application to the CROUS Amiens-Picardie** : international students can book any remaining vacant rooms for the following academic year from July onwards. Bookings can be made on the following website: <https://trouverunlogement.lescrous.fr/>

Please note

The **Lokaviz** platform, managed by CROUS Amiens-Picardie, lists student accommodation offered by private landlords. Each advert is checked by CROUS, which ensures that the accommodation meets the required standards and that the rent is reasonable.



Accommodation in private student residences

The International Relations Department of the UPJV will direct you to **private residences for young workers and students**. These accommodations offer facilities tailored to the specific needs of young tenants (such as self-service laundries, cafeterias, etc.)

Please contact the "Bienvenue en France" international student welcome office as soon as possible for further information : bienvenue@u-picardie.fr

PREPARE YOUR STAY

Private housing

It is possible to rent student accommodation from private landlords, from single rooms to shared flats.

Some useful websites :

- LeBonCoin
- Se loger
- ParuVendu
- 123loger
- Acheter-louer
- LocService

Websites specialising in flat-sharing adverts :

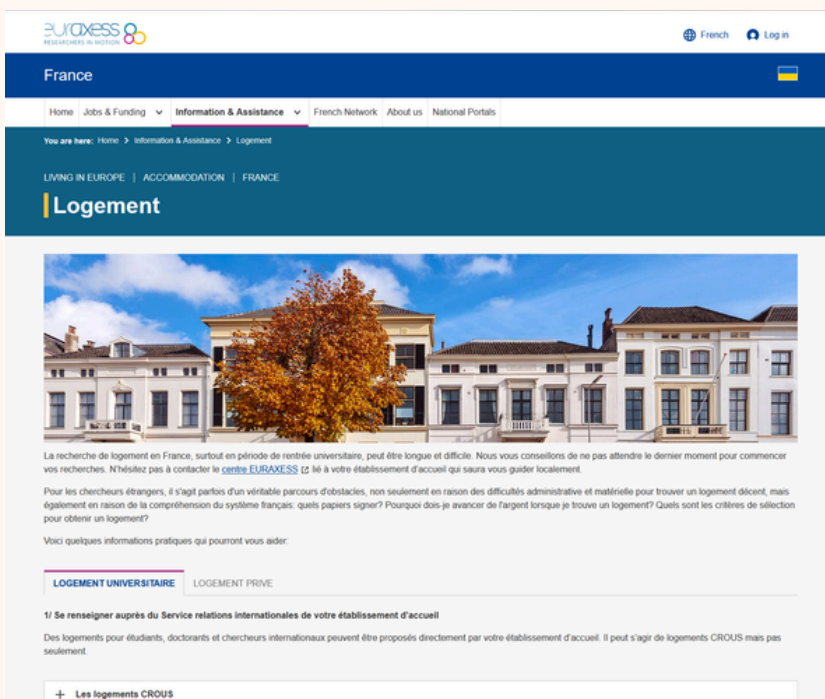
- Appartager
- Colocatere
- MyRoom
- RoomLala
- ImmoJeune
- La carte des colocs

Accommodation for researchers

The UPJV **Euraxess Centre** offers a various services, including assistance with finding accommodation. Several options may be available to you, particularly from the partners' housing stock (CROUS Amiens-Picardie, CCI Amiens-Picardie, and others).

Please do not hesitate to contact them directly : euraxess@u-picardie.fr

You are also invited to visit the Euraxess France website, under the 'Accommodation' section: <https://www.euraxess.fr/fr>



The screenshot shows the Euraxess France website interface. At the top, there is a navigation bar with 'France' selected and a 'Log in' button. Below this is a menu with 'Home', 'Jobs & Funding', 'Information & Assistance', 'French Network', 'About us', and 'National Portals'. The main content area is titled 'Logement' and features a large image of a classical building. Below the image, there is text in French providing information about finding accommodation in France, including a link to the 'centre EURAXESS' and a note about the challenges of finding housing as a foreign researcher. At the bottom, there are tabs for 'LOGEMENT UNIVERSITAIRE' and 'LOGEMENT PRIVE', and a section for 'Les logements CROUS'.

Please feel free to contact the International Relations Department for guidance with your search.

A non-exhaustive list of private residences and shared accommodation may be provided to you.

Important : The UPJV has no partnership with these professionals. The list is provided for information purposes only.

PREPARE YOUR STAY

OBTAIN A VISA

Depending on your nationality and the length of your stay, you may be required to obtain a visa to come to France to study, undertake an internship or carry out research.

Student visa

European students

You are a citizen of :

- a country in the European Union ;
- the European Economic Area (Iceland, Norway, Liechtenstein) ;
- or Switzerland.

No visa or residence permit is required to study or undertake an internship in France, regardless of the length of your stay.

However, you must :

- have **health insurance** ;
- have **sufficient funds** to support yourself in France.

Non-European students (including British nationals)

If you are a national of a country outside the EU, EEA or Switzerland, **you must obtain a visa** to study, conduct research or undertake an internship in France.

The type of visa required depends on :

- the purpose of your stay (studies, research, internship) ;
- the duration of your stay.

Stay of up to 90 days **Short-stay Schengen visa for study purposes**

or

Stay of more than 3 months **Long-stay visa required =**

Long-stay visa valid as a residence permit (VLS-TS)

This visa allows you to stay in France **for up to one year without having to apply for a residence permit** at the prefecture.

Must be validated online upon arrival in France.

Main categories :

- **VLS-TS Student** : bachelor's and master's degrees ;
- **VLS Talent - Researcher Passport** : PhD and post-doctoral studies ;
- **VLS-TS Intern** : compulsory internship as part of a course of study undertaken abroad.

Temporary Long-Stay Visa (VLS-T)

The VLS-T allows a stay in France for a maximum of 12 months.

This visa :

- does not require validation on arrival ;
- **is not renewable** ;
- does not confer the same rights as a VLS-TS (particularly with regard to employment).

Researcher visa

European university lecturer & researcher

You are a citizen of :

- a country in the European Union ;
- the European Economic Area (Iceland, Norway, Liechtenstein) ;
- or Switzerland.

No visa or residence permit is required.

However, you must have **a valid identity card or passport.**

Non-European university lecturer & researcher (including British nationals)

If you are a national of a country outside the EU/EEA/Switzerland and are coming to work at a higher education or research institution in France for the first time, a specific visa is required.

This is the **Talent Passport – Researcher visa.**

The application must be made at **the French consulate or embassy** in your country of residence.

To find out the specific procedures that apply depending on your nationality and circumstances, we recommend consulting:

- the official website for visas to France ;
- the online visa assistant to help you determine which visa you require ;
- the Campus France website.

A series of tutorials is available on the Campus France YouTube channel.

These videos provide step-by-step guidance on the various French administrative procedures, including the visa application process (in French, Spanish and English) :

<https://www.youtube.com/@CampusFrance>



INSURE YOURSELF

To ensure your study abroad experience goes as smoothly as possible, even in the event of an accident or unforeseen circumstances, you must be covered by various types of insurance. Don't forget to check this as soon as your mobility is officially confirmed.

Health cover

In France, registration with the national health insurance system is compulsory and free of charge. It **covers around 70% of healthcare costs**, such as consultations and medical exams. The registration procedure depends on your status (student, PhD student, researcher, employee) and your country of origin.

For students

Once you have completed your administrative enrolment at the university, you must register with the french national health insurance system as soon as possible, except in certain circumstances.

- ✓ No new registration is required if :
 - You are a European citizen and hold a European Health Insurance Card (EHIC) or a provisional certificate. *Your healthcare costs will be covered in accordance with the conditions of your country of origin.*
 - You were already enrolled at a higher education institution in France the previous year. *Your registration is automatically maintained.*

- ! You must complete the registration process if you are :
 - A European student without an EHIC
 - A European student holding an S1 form issued by your health insurance provider before your departure
 - A British student or a non-European student

How do I register with the National Insurance System (=CPAM in french) ?
Go to the following website : <https://etudiant-etranger.ameli.fr/#/>



For PhD students and researchers

Our Euraxess Centre will guide you through the process of registering with the CPAM step by step. Please book an appointment as soon as possible !

Please note : the procedure varies depending on your personal and professional circumstances (whether you are an EU citizen or not, an employee or not, accompanied by your family or not, etc.). Further details are available here = euraxess.fr

Additional healthcare cover

Additional health insurance is not mandatory, but it is strongly recommended. It supplements the reimbursement provided by the National Health Insurance System and can cover **up to 100%** of your medical expenses, depending on the policy you choose.

Depending on your personal situation and financial resources, you may be eligible for the Complémentaire Santé Solidaire (CSS), a government program that provides access to free or low-cost health cover.

Home insurance

In France, tenants are required to provide the landlord with proof of home insurance as soon as they move into the property.

This cover includes damage that may affect the property, such as water damage, fire or burglary, as well as certain incidents related to bad weather or natural disasters. The cost varies depending on the size and type of property.

Please note : When renting a property, a guarantor is very often required. This measure is intended to guarantee the payment of rent and utility bills to the landlord..

There are several options for a guarantor :

- **The Visale guarantee**

This is free under certain conditions (for students aged 18 to 30).

- **Physical guarantor** (personal guarantor)

This is a person who undertakes to pay the rent due if you are unable to pay.

- **The GarantMe guarantee**

This is a paid guarantee (the cost is calculated based on the rent and the number of tenants). It is accepted by most private and public landlords.

Civil liability insurance

Civil liability insurance covers damage you may cause to others, whether by accident or through negligence.

It is usually included in home insurance policies.

If you do not have home insurance, you can take out a separate personal liability insurance policy.

Repatriation assistance insurance

Repatriation assistance insurance is not compulsory, but it is recommended.

In the event of serious illness, an accident or death, it can organise and cover the cost of your transport back to your home or to a suitable hospital.

Repatriation may be carried out by air ambulance, road ambulance or by any other means, depending on the situation.

Tip!

Take a look at the following checklists to help you prepare for your stay :

- for students > [click here](#).
- for PhD students/lecturers/researchers > [click here](#).



ADMINISTRATIVE PROCEDURES

Upon your arrival in Amiens, you will need to finalise or quickly undertake several administrative procedures. The UPJV's International Relations Department will guide you step by step through these procedures. On the last page of this guide, you will find the relevant contacts to help you with these procedures.

The Student and Campus Life Contribution (in french "CVEC")

The **CVEC** aims to support the social, health, cultural and sporting welcome and support of students.

All students enrolled in initial higher education training must obtain, **before registering**, the CVEC certificate, after payment or exemption. A CVEC number will be found on the certificate and will be essential for administrative registration.

Some students, particularly those on exchange programmes, are eligible for exemption. For the 2025-26 academic year, the fee is **105€**.



Administrative enrolment at the UPJV

Once you have your CVEC certificate, you can enrol at the UPJV. The procedure is detailed, depending on your profile, on the UPJV website :

<https://www.upicardie.fr/formation/candidater-sinscrire/sinscrire-lupjv>

Registration fees

Exchange programme students

ISEP, Asia Exchange, Erasmus+ students or students covered by a bilateral agreement are not required to pay registration fees.

Individual mobility students (particularly **Campus France**)

International students from **outside the European Union** are subject to **differentiated fees**.

For first-time enrolment in a **Bachelor's degree** programme, the fees amount to **2,895€** (in subsequent years, the fees will be the same as for local students, i.e. 178€).

However, at UPJV, students enrolling in a **Master's degree** programme benefit from a **partial exemption** and must pay the same fees as local or European students, i.e. **254€**

Payment of the fees finalises the enrolment and allows you to obtain your student card, certificate of enrolment and access to the ENT.

Please note : The amounts mentioned above are those for the 2025-26 academic year. [More information here.](#)

The Digital Workspace

The digital workspace gives you access to a wide range of administrative and educational tools. In particular, you can download your school certificate from there.

To activate your personal account, follow the instructions on the following page : [click here](#).

ORGANISE YOUR ARRIVAL

The bank account

To carry out many administrative procedures, you will need a French bank account. We recommend that you compare several banks to find the best deal.

The visa

If you are a student from a country outside the European Union and have arrived in France on a **long-stay visa valid as a residence permit (VLS-TS)**, you must validate your visa after your arrival.

Validation is carried out online via the Ministry of the Interior's digital platform : <https://administration-etrangers-en-france.interieur.gouv.fr/particuliers/#/>

THE INTERNATIONAL STUDENTS' ONE-STOP DESK

Are you an **international student on an individual mobility scheme / free mover** (i.e. not part of an exchange programme) ? Have you followed the **Campus France** procedure ? If so, please visit the International Student One-Stop Desk (= Guichet d'Accueil des Étudiants Internationaux) !

During the start of the academic year, the **"Bienvenue en France" Office** is running a one-stop desk for three weeks in Amiens.

The aim is to help you complete all the mandatory administrative procedures for a stress-free academic year :

- Finalising your administrative enrolment at the university
- Activating your health insurance (CPAM)
- Validating a visa or applying for a residence permit
- Opening a bank account in France
- Other administrative formalities (applying for housing allowance, etc.)

UNIVERSITÉ Picardie Jules Verne

Guichet d'accueil étudiants internationaux

Le Bureau Bienvenue en France vous accueille à l'UPJV et vous accompagne dans vos démarches administratives dès votre arrivée.

25 août > 11 sept. Les lundis, mardis, mercredis et jeudis de 9h30 à 12h00 et de 13h30 à 16h00

Pôle OFRE
10 rue Frédéric Petit
Amiens

Une question ?
bienvenue@u-picardie.fr
www.u-picardie.fr

Social
Logement
Activités culturelles et sportives
Démarches administratives
Se déplacer à Amiens
Santé

Le Bureau Bienvenue en France de l'UPJV se déplace jusqu'à vous !
Accueil et accompagnement administratif pour les nouveaux étudiants internationaux de l'UPJV






LES DATES À RETENIR

Hall de l'Antenne de Beauvais	16 SEPTEMBRE
Hall de l'IUT de Laon	17 SEPTEMBRE
Hall de l'INSSET de Saint-Quentin	18 SEPTEMBRE
Hall de l'IUT de Creil	23 SEPTEMBRE
Hall de l'IUT de Cuffies-Soissons	24 SEPTEMBRE

Afterwards, the One-Stop Desk team will visit each UPJV site in the region to ensure the service continues. A full day is therefore dedicated to Beauvais, Creil, Cuffies-Soissons, Laon and Saint-Quentin.

USEFUL CONTACTS

INTERNATIONAL RELATIONS DEPARTMENT

-  11 rue des Francs Mûriers, 80000 Amiens
-  dri@u-picardie.fr  +33 (0)3 22 82 59 65
-  @international_upjv  UPJV - Direction des Relations Internationales

Individually registered students (Campus France)

« Bienvenue en France » Office
+33 (0) 3 22 82 58 05
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bienvenue@u-picardie.fr

Erasmus + students

Ms. Barbara DUMEIGE
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Ms. Elora MERCIER
elora.mercier@u-picardie.fr
+33 (0) 3 22 82 72 42

Researchers and PhD students

Euraxess Service Center
+33 (0) 3 22 82 72 51
+33 (0) 3 22 82 72 45
euraxess@u-picardie.fr

Need more
information?
Here are the key
contacts!

Erasmus Mundus i-MESC students

Ms. Jamila TAMIMY
jamila.tamimy@u-picardie.fr
+33 (0) 3 22 82 72 61

ISEP, Asia Exchange or bilateral agreement students

Ms. Mélanie ALVES
melanie.alves@u-picardie.fr
+33 (0) 3 22 82 58 53