

# Welcome Handbook

for scientists

Programme national  
d'Accueil en Urgence  
des Scientifiques en Exil



**PAUSE**  
Programme national  
d'Accueil en Urgence  
des Scientifiques en Exil



**COLLÈGE  
DE FRANCE**  
— 1530 —

# PAUSE

# Welcome Handbook

for scientists

# Table of Contents

About PAUSE ..... 9

## 1. I am a scientist in exile

Am I eligible for the PAUSE program? ..... 16  
How can I receive support from PAUSE? ..... 18  
    I have contacts within the French scientific community ..... 18  
    I do not have any contacts within the French scientific community ..... 18  
What supporting documents are required to submit an application? ..... 20  
How long does support from PAUSE last? ..... 22  
How are the results announced? ..... 23

## 2. Your application has been approved

I am in my country of origin or abroad ..... 26  
    What is the most appropriate status for my circumstances? ..... 26  
    How do I obtain a visa to travel to France? ..... 26  
    How can I obtain a residency permit? ..... 27  
        ·I hold a “passeport talent-chercheur” long-stay visa equivalent to a  
        residency permit (VLS-TS) entitling me to a stay of less than 12 months..... 27  
        ·I hold a long-stay visa which specifies “carte de séjour à solliciter”  
        (residency permit must be applied for)..... 27  
    How do I renew my residency permit? ..... 28  
I am already a resident in France ..... 29  
What administrative formalities are required for my children? ..... 30  
    My children are minors ..... 30  
    My children are over 18 ..... 30  
I want to claim asylum in France ..... 32  
    What are the different types of status? ..... 32  
    How do I make an asylum claim? ..... 32

<b>Moving to France</b> .....	<b>36</b>
Accommodation .....	37
·Finding accommodation.....	37
·Housing benefits .....	40
<b>What are the main administrative formalities I must complete?</b> .....	<b>44</b>
Accessing benefits .....	44
·Benefits for people with one or more dependent children .....	44
·Social integration benefits.....	44
·How do I apply?.....	45
Opening a bank account .....	45
Registering for health cover .....	46
·What organization should I register with? .....	46
·Declaring a designated doctor .....	47
Enrolling my children in school .....	48

### 3. General information

<b>Learning French</b> .....	<b>52</b>
On university campuses .....	52
Outside the host institution .....	52
·At a national level .....	52
·In Ile-de-France .....	52
Online .....	53
<b>Research communities in France</b> .....	<b>54</b>
National and European research funding .....	54
·The main calls for individual candidates or group applications (research project funding, mobility grants).....	54
The higher education and research career system in France (positions, contracts, recruitment).....	55
·Non-permanent employment.....	55
·Tenured staff .....	57
<b>Employee rights and responsibilities</b> .....	<b>60</b>
Taxation .....	60
·What are the formalities?.....	60
Unemployment benefits .....	60
Retirement pensions .....	61
·Contributory pensions .....	61
·Non-contributory pension .....	63
<b>Looking for new career opportunities</b> .....	<b>64</b>
General information on career .....	64

Looking for work and funding .....	64
·In Europe .....	64
·International .....	65
·Assistance programs for scientists in exile .....	66
·Conferences, calls for abstracts and papers .....	66
·Entrepreneurship .....	66
<b>Life in France</b> .....	<b>68</b>
Mobility and transport in France .....	68
·Public transport in France .....	68
·Driving licenses .....	68
Mobile phones .....	69
Culture, leisure and non-profit associations .....	69
·Arts and Culture .....	69
·Access to libraries .....	70
·Sport and license .....	70
·Non-profit associations .....	70
<b>Helping children and partners to integrate</b> .....	<b>72</b>
Study and continuing education .....	72
·Advice on education and training .....	72
·Recognition of foreign qualifications .....	72
·Resuming your studies .....	72
·Civic Service .....	73
<b>List of guides cited</b> .....	<b>74</b>

# About PAUSE

PAUSE - Programme national  
d'Accueil en Urgence  
des Scientifiques en Exil.

Geopolitical crises are proliferating worldwide, impacting the academic freedom of many researchers, and sometimes placing their research, lives, and the lives of their families, in danger.

Scientists develop and teach critical thinking and are therefore particularly targeted by all forms of authoritarian or totalitarian regime. When freedoms are flouted, they are the first people to be subjected to purges, persecuted, deprived of their freedom, or even executed.

Reviving the French tradition of hosting intellectuals, the Ministry for Education, Higher Education and Research launched an ambitious and innovative program in January 2017 to host scientists from crisis zones at French academic and research institutions.

With support from Collège de France, the National program for the urgent aid and reception of scientists in exile (PAUSE) brings together public authorities and major institutions from the university and scientific community committed to allowing these scientists at risk to pursue their research in France, and to providing a safe environment for their families.

This mission to host and support scientists is made possible with funding received by PAUSE from public bodies, the economic community and civil society, as well as the European Union via the Asylum, Migration and Integration Fund (AMIF).

# Dear New Program Laureates,

The PAUSE team is delighted to welcome you to the community of scientists in exile hosted by the program.

This welcome handbook is designed to answer the many questions and concerns new program laureates have raised about completing the complex formalities on arrival in France and during the settling-in period, and about embarking on a career when PAUSE funding comes to an end.

Although it is not exhaustive, this guide aims to bring together in one place all the practical information and resources required to implement your project – from leaving your country of origin right through to settling in France (administrative formalities, access to entitlements, etc.) if required – but also to help you prepare for a career after the PAUSE program.

The digital and downloadable version of the guide on the PAUSE program website will be continuously updated and enhanced by the PAUSE team, but we would like to invite members of the PAUSE community – program laureates, host institutions and institutional or non-profit association partners – to send us any useful information which might enrich this document.

We hope that you will find this guide useful and that it will help you to complete all the necessary formalities. We would encourage you to seek support from your host institution, but we remain at your disposal should you encounter any problems.

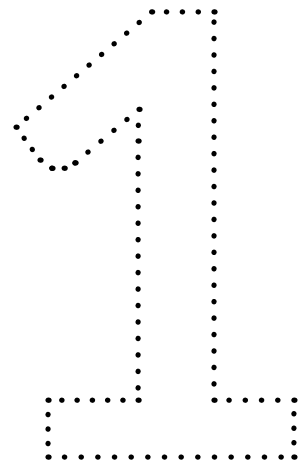
**The PAUSE team**



#### CONTINUOUS UPDATES

The information contained in this guide is under permanent review. The digital and downloadable version on the PAUSE program website will be continuously updated and enhanced by the PAUSE team.

[pause.college-de-france.fr](https://pause.college-de-france.fr)



# I am a scientist in exile

Am I eligible for the PAUSE program?  
How can I receive support from PAUSE?  
How long does support from PAUSE last?  
What supporting documents are required to submit an application?  
How are the results announced?



# Am I eligible for the PAUSE program?

The PAUSE program is aimed at victims of war or persecution because of their ethnic or religious minority status, their commitment to union, political or social activism, their sexual orientation, research content, or the free expression of their opinions. Support from the PAUSE program takes the form of co-funding to host a scientist in exile within a higher education and research institution in France.

## You are eligible for the PAUSE program if:

- You can provide evidence of lecturer or researcher status (registration for a doctorate is the minimum requirement);
- You are currently at risk:
  - as a victim of persecution or violence due to the content of your research, the free expression of your opinions, your identity, beliefs or sexual orientation;
  - as a victim of another type of threat (war, conflict zone, etc.);
- Irrespective of your current place of residence you:
  - are forced into exile from your country of origin;

- or have left your country of origin within the last three years.

## Eligibility criteria for applicants from a higher education institution under the authority of the Ministry of Culture

Given the different academic profiles and career paths for disciplines in the cultural field, the criteria for scientific status have been adapted as follows:

- To be able to demonstrate a teaching experience;
- The other two criteria are the same as for other applicants.

## Do I have to hold refugee status or be an asylum seeker to be eligible?

No, the PAUSE program is open to all exiles irrespective of whether their legal status is confirmed or pending.

## How can I be sure that my personal data is protected?

The PAUSE program applies a rigorous personal data security and privacy policy in line with the recommendations of the French National Information Technology and Liberties Commission (CNIL) to ensure compliance with the General Data Protection Regulation (GDPR). This takes the form of:

→ A legal obligation

→ A confidentiality agreement: everyone associated with the program signs a specific confidentiality agreement and undertakes to only use personal data for the purposes defined below.

→ An information disclosure agreement: new program laureates give consent to the use of their personal data by signing the data transfer agreement which will be sent to them by their institution. This stipulates that personal data can be used by the PAUSE program:

- to process and monitor applications or statistical purposes;
- to purposes and to monitor the activities of the PAUSE program;
- to assist and support hosting of program laureates if their application is accepted.

This data is for use by approved Collège de France internal services, members of the Evaluation Committee, Executive Management, and the host institution. It may also be passed on to Collège de France service providers (notably IT) for the specific services which they undertake. Furthermore, to help new program laureates settle in, personal details relating to their identity and family circumstances may be passed onto their regional Acc&ss or Euraxess center.

Collège de France, which hosts the PAUSE program, has appointed a Data Protection Officer to answer any queries or address any issues raised by institutions and program laureates relating to personal data and the PAUSE program.

Contact:



[dpd.dgs@college-de-france.fr](mailto:dpd.dgs@college-de-france.fr)

# How can I receive support from PAUSE?

1. I have contacts within the French scientific community

If you have maintained links with a French higher education institution or research organization at which you have studied or with which you have worked in the past, we recommend that you contact them and inform them that you are in danger and urgently require a host in France, with support from the PAUSE program.

If the institution approves your request, it can submit an application when the three annual calls for applications open in February, May and October.



## [Consult the calendar](#)

2. I do not have any contacts within the French scientific community

If you have no contacts within the French scientific community or with research organizations in France, you can register with the PAUSE program as a “scientist seeking a research institution”. If you meet the three eligibility criteria cited above, and have the requisite scientific qualifications, you will be contacted by the PAUSE team, who will provide support with finding a host institution.



## [Register as a scientist seeking a host institution in France](#)

Once your registration has been approved, you should approach higher education institutions and research organizations whose research areas match your interests, which might be interested in your scientific profile.

In order to increase your chances, we would strongly advise you to make contact with such institutions in parallel with the contact made by the PAUSE program. We recommend that you prioritize directors of laboratories and research laboratory managers whom you have identified, and that you inform the PAUSE program.

When you approach institutions, you should tell them about the PAUSE program, which can co-fund up to 60% of the budget associated with hosting you, up to the limits specified for each of the three funding categories.

If the institution responds favorably, it must submit an application to host you with funding from the PAUSE program during one of the three calls for applications mentioned above.



The program draws your attention to the fact that it cannot make any commitment regarding the time frame for confirming a connection with an institution, or the expected outcome.

1.

Register



2.

Look for an institution, with support from the PAUSE program



3.


Confirm an institution



4.

The institution will make an application on your behalf during a call for applications

# What supporting documents are required to submit an application?

 Applications are made by the host institution and submitted via the dedicated online platform during a call for applications.

As part of the application process, the institution which is offering to host you will contact you to request the following supporting documents:


- A copy of the first two pages of your passport or, if this is not available, of your identity documents;
- Depending on your circumstances, any documentation relating to your administrative status in France (visa, residency permit, receipt confirming an asylum application, proof of refugee or subsidiary protection status, etc.);
- A full CV and list of publications;
- Documentation confirming your status as an academic or researcher (PhD student, post-doctoral researcher, senior researcher, lecturer, university professor, research director, etc.);
- A personal statement outlining why you are at risk;
- Any documentation supporting the urgent nature of your circumstances, if relevant.

## Supporting documentation for renewal requests


- A copy of the first two pages of your passport or, if this is unavailable, of your identity documents;
- Depending on your circumstances, any documentation relating to your administrative status in France (visa, residence permit, receipt confirming an asylum application, proof of refugee or subsidiary protection status, etc.);
- A full CV and a current list of publications;
- A letter explaining why you are requesting a renewal of your PAUSE funding;
- A completed first-year summary report form, which must be submitted directly to the PAUSE program. Your host institution will also submit a report.

 [Download the form](#)


## How do I explain my personal circumstances?

 Applications are assessed by a subset of the PAUSE Program [Patronage Committee](#) based on the following criteria:

- The level of urgency and threat;
- The scientific quality of the application;
- On a secondary level, the terms of the support and social and professional integration plan submitted by the host institution.

 **You are advised to describe your circumstances and the threats you face as comprehensively as possible so that the Patronage Committee can accurately assess your risk status.**

## How can I submit this information securely?

 We recommend using secure communications services such as free end-to-end encrypted messaging apps. In addition to encrypting the content exchanged, these applications do not collect user data and can also delete messages once they have been sent.

Mobile messaging services:

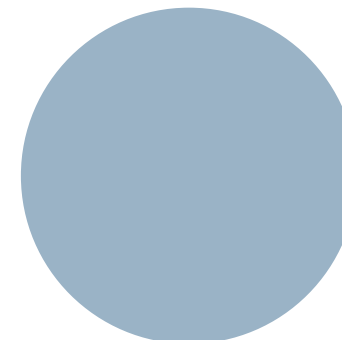
- [Wire](#)
- [Signal](#)

Email services:

- [Protonmail](#)
- [Tutanota](#)

For more information on issues related to security and privacy:

 [Scholar Handbook de Scholars at Risk network - p.14-16](#)



# How long does support from PAUSE last?

Host institutions are invited to offer hosting projects lasting up to 12 months, but not less than 6 months.

Financial support received by the institution to host the applicant can be renewed once, after another evaluation process taking into consideration the progress of the research and the scientific results.



**Special rules for PhD students:** PhD students enrolled in the first year of research at the time of their initial application can receive co-funding for a third year in order to complete their doctoral thesis. Their application will be considered on the basis of the progress of their research and the findings of the host institution's thesis monitoring committee.

1.

My application has been accepted



2.

Hosting projects with a normal duration of 12 months, with 6 months being the minimum



3.

Financial support received by the institution



4.

Possibility of renewal of financial support following the progress of work and scientific results

# How are the results announced?



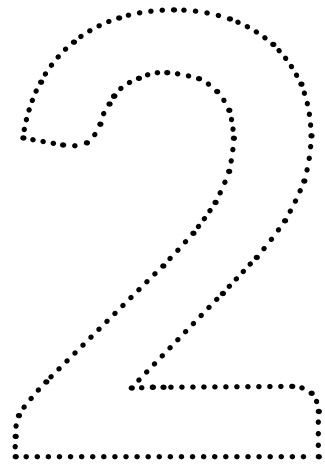
When the assessment process is complete, an email is sent to the heads of institutions sponsoring applications, and to the contacts designated in applications submitted by the institutions, notifying them of the results.

This email is sent to institutions sponsoring applications, irrespective of the outcome.

**Institutions are then responsible for announcing the results directly to the scientists whose applications they submitted.**

If the outcome is positive, the email will include:

- [A funding agreement](#) including the institution's charter;
- [A data transfer consent form](#) which must be signed by the scientist being hosted;
- [Confirmation of commencement](#), which will be submitted to the executive team when the successful applicant has commenced.



# Your application has been approved

I am in my country of origin or abroad

I am already a resident in France

What administrative formalities are required for my children?

I want to claim asylum in France


Moving to France

What are the main administrative formalities I must complete?

# I am in my country of origin or abroad

## What is the most appropriate status for my circumstances?

Whatever your circumstances, it is recommended that you apply for a “passeport talent-chercheur” long-stay visa for scientists, to include your family if required, even if you intend to apply for asylum. This residency permit is suitable for scientists and will allow you to work as soon as you arrive in France. You can then apply for asylum if you wish, while retaining the right to work pending a decision.

 **Note that you can begin an asylum application once you have received your “passeport talent-chercheur” and that the two can run concurrently.**

Other types of visas are available, but they are often less appropriate for hosted scientists. Whatever the circumstances, it is important to apply for a long-stay visa as a short-stay visa makes it harder to apply for a residency permit subsequently.

PhD students in receipt of a grant can apply for a “passeport talent-chercheur” as soon as they have received a hosting agreement from their institution.

## How do I obtain a visa to travel to France?

The procedure is that you should obtain a visa first, followed by a residency permit. Then, when you are settled, depending on your future plans and the feasibility of living permanently in France, you can apply to renew your residence permit, request an alternative type of residence permit on different grounds if you fulfil the criteria, or apply for asylum.

Your host institution is your primary point of contact and can provide support with administrative formalities. The PAUSE program team can offer assistance with specific administrative problems.

### How do I apply for a visa?

A streamlined procedure has been introduced for PAUSE program laureates applying for “passeport talent-chercheur” from consular authorities.

The only documents required are:

→ Your hosting agreement, or initially an officially approved certificate of financial support issued by a public or private organization with a research or higher education remit;

→ Higher education qualifications relating to university-level research or teaching.



[Download the hosting agreement for an international researcher or lecturer-researcher \(CERFA\)](#)



**In an emergency, these documents can be submitted directly to a consular post by the PAUSE program.**

### How can I bring my family with me?

If you will be accompanied by your family, you are advised to apply for a “passeport talent famille”, even if you intend to apply for asylum once you are in France.

## How can I obtain a residency permit?

As soon as you arrive in France, you – and your family – must validate your long-stay visa equivalent to a residence permit (VLS-TS) via the [VLS-TS online portal](#) (for a stay of less than one year) or apply for a residence permit at the Prefecture if you have a long-stay visa (for a stay exceeding one year).



[VLS-TS online portal](#)



**Under the “accompanying family” procedure, spouses must also apply for a residence permit.**

1. I hold a “passeport talent-chercheur” long-stay visa equivalent to a residency permit (VLS-TS) entitling me to a stay of less than 12 months

→ You must validate your VLS-TS via the [VLS-TS online portal](#) within 3 months. You will receive a document confirming this validation, which you should keep with your VLS-TS.

2. I hold a long-stay visa which specifies “carte de séjour à solliciter” (residency permit must be applied for)

→ Within 2 months of arriving in France, you must attend your local Police Headquarters or Sub-prefecture to request a multi-year “talent-chercheur passeport” (carte de séjour pluriannuelle mention “passeport talent-chercheur”). This is valid for the same duration as your hosting agreement, up to a maximum of 4 years.



**Which is most appropriate for PhD students – a long-stay visa equivalent to a residency permit (VLT-TS) or a “student” residency permit?**

**A “student” residency permit offers fewer advantages for PhD students, as it does not provide access to unemployment benefits when their contracts expire, unlike the “passeport talent-chercheur”.**

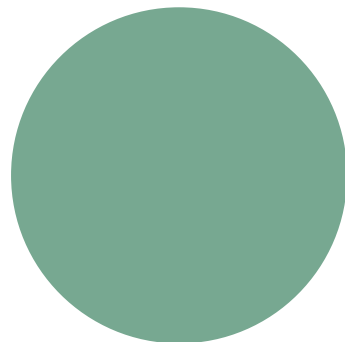
## How do I renew my residency permit?

A “passeport talent-chercheur” can be renewed if you fulfil the renewal criteria (a new hosting agreement from an approved research organization). The application must be made to your local Prefecture 2 months before the expiry of your permit.

You can also transfer to a different type of residency permit.

→ On March 1, 2019, a new type of temporary residency permit was introduced bearing the statement “recherche d’emploi ou création d’entreprise” (seeking employment or setting up a business) for researchers who can demonstrate that they have completed their research.

This card entitles you to live and work in France without restrictions for a year while you seek employment or set up a business related to your research. At the end of that year, you are entitled to a residency permit for an employee, temporary worker, entrepreneur/professional, or a “talent” passport if you meet the criteria. If you apply for an employee or temporary worker residency permit you can also avoid opposition to your right to work when your work permit is issued if you can demonstrate employment related to your training and research which is paid at a minimum of 1.5 times the French minimum guaranteed wage (SMIC).



## I am already a resident in France

You must go to your local Prefecture to request a “passeport talent-chercheur” residency permit.

Supporting documents required:

→ Higher education qualifications demonstrating university-level research or teaching;

→ An approved hosting agreement issued by a public or private organization with a research or higher education remit.



[Download the hosting agreement for a foreign researcher or academic \(CERFA\)](#)



**Applications to renew a residency permit or change status must be made 2 months before the expiry date.**

Can I travel with a “passeport talent-chercheur”?

For professional and private travel:

→ If you hold a multiple-entry long-stay visa equivalent to a residency permit (VLS-TS) “passeport talent-chercheur” valid for one year, you can travel freely for the first three months following your arrival in the Schengen Area. After this, you must retain the confirmation document issued when you validated your application on the VLS-TS portal.

→ If you hold a basic “passeport talent-chercheur” visa which is not equivalent to a residency permit, you can move freely in and out of the Schengen Area for three months after your arrival in France, i.e. while your long-stay visa (VLS) is valid. Before it expires, you must go to the Prefecture and request a residency permit. You will be issued with a temporary residence authorization document which will allow you to travel until your residency permit is issued.

→ If you hold a valid residency permit, you can travel freely inside and outside the Schengen Area.

# What administrative formalities are required for my children?

## My children are minors

For stays exceeding 90 days, children who are minors (under 18 at the time of entry to France) who hold a nationality of a non-European Union country will require a long-stay “D visa” to enter French territory.

You can apply for this at the same time as your own visa if your nationality means that you require one, and if they are arriving at the same time as you.

Once your children are in France, they do not require a residency permit.

However, once you are in France, you are advised to apply for a travel document for foreign national minors – Document de Circulation pour Etrangers Mineurs (DCEM) – to make it easier to travel outside France during your stay.

A child born in France during your stay will not require a residency permit either. However, you are also advised to apply for a DCEM in this instance to make it easier for the child to travel outside France.

## My children are over 18

Children who are minors on entry to France but turn 18 during their stay must apply for a residency permit when they reach 18 years of age.

If you hold a “passeport talent-chercheur” residency permit, you can apply for a “passeport talent- famille” accompanying family residency permit, which entitles your child to work.

Children aged 18 and over who accompany you to France for more than 90 days, and are already 18 or over on arrival in France, must apply for a long-stay “D Visa” in order to enter France, and then apply for a residency permit on arrival.

As accompanying family members, they are only entitled to a “visitor” visa and residency permit, which does not allow them to work. If the child over 18 has already made arrangements to study or work in France, it is preferable for them to travel to France on a visa specific to their purposes (student, employee, etc.).

If one parent is a European Union, European Economic Area or Swiss national, the child over 18 can apply for a residency permit as a member of a family, which includes an EU/EEA/Swiss national.

For more information :



[The official French visa website](#)

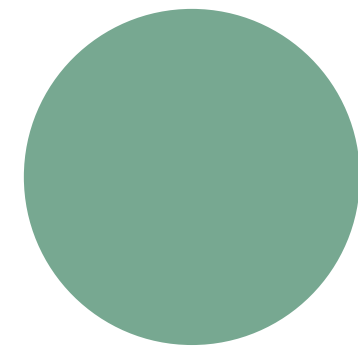
[The official French government website for the reception of foreign nationals in France](#)

[The official French government website for permits, residency permits, and travel documents for foreign nationals in France](#)

[The official French government website for formalities on arrival in France](#)

[Presentation of the “passeport talent-chercheur” long-stay visa](#)

[Find your local Prefecture or Sub-Prefecture](#)





# I want to claim asylum in France

Claiming asylum is a process which involves a number of restrictions, the most notable being that asylum seekers cannot return to the country in which they were under threat. It is important to research the process thoroughly before making a commitment.

## What are the different types of status?

There are three types of protection:

→ Refugee status is defined in the text of the Geneva Convention of July 28, 1951. It is conferred on any person who “owing to a well-founded fear of being persecuted for reasons of race, religion, nationality, membership of a particular social group or political opinion, is outside the country of his nationality and is unable, or owing to such fear, is unwilling to avail himself of the protection of that country”. It entitles you to a 10-year residence permit.

→ Subsidiary protection is granted to people who do not qualify for refugee status because they would not be directly targeted, but where there are strong reasons to believe that they are at risk of serious harm (death penalty or execution, torture or inhumane treatment, exposure to internal or international armed conflict). This status entitles the holder to a 4-year multi-annual residency permit.

→ A stateless person is defined by the New York Convention of September 28, 1954 as a “person who is not considered as a national by any State”. Applications for this status can be made in parallel with an asylum claim and this status expires when the applicant is given a nationality.

## How do I make an asylum claim?

### Step 1

To claim asylum in France, the initial step is to go to a First Reception Point for asylum seekers – structure de premier accueil des demandeurs d’asile (SPADA) – to pre-register for an appointment at a one-stop asylum seeker’s service at the Prefecture – guichet unique pour demandeur d’asile (GUDA).

#### In Île-de-France

You must call the dedicated phone line to make a SPADA appointment.

#### In all other French regions

You can go to a SPADA without an appointment to pre-register your asylum application. You will be given a “convocation” letter with an appointment to register your asylum application.



[List of SPADAs](#)

## How do I register my asylum application in France?

I am in Île-de-France and I want to register my asylum application. What must I do?

### Make an appointment by telephone

1.

Call this number:  
**01 42 500 900**



2.

The OFII call center phone line is open Monday to Friday 10am to 3.30pm



3.

You will receive a text confirming your First Reception Point (SPADA) appointment (place, date, time). Save it to show at your interview



### Attend the first reception point appointment

1.

When you arrive, show the appointment confirmation text



2.

Attend the SPADA appointment with all your family members



3.

You will be given a one-stop service (GUDA) appointment to finalize your asylum application



4.

Attend the GUDA appointment to register your asylum application



## Step 2

Step 2 involves registering your asylum application at an interview at the GUDA one-stop service.



### [List of GUDAs](#)

Once your application has been registered by a Prefecture official, you will meet an official from the French Immigration and Integration Office – Office Français de l'Immigration et Intégration (OFII) – who will help you to access practical help (asylum seeker's allowance, accommodation) and will sign an offre de prise en charge (OPC) so that you can access financial support during the asylum application process.

If you meet the criteria, you have 21 days in which to register your asylum application with the French Office for the Protection of Refugees and Stateless Persons – Office Français de Protection des Réfugiés et des Apatrides (OFPRA).

If you already have accommodation under the national reception scheme – Dispositif National d'Accueil (DNA) – you will receive administrative and social support at your accommodation, notably with writing the personal asylum account required for your asylum application.

If you do not yet have accommodation, you are entitled to support from a SPADA.

### [Asylum application processing](#)

Asylum requests are processed in the first instance by OFPRA, a state department under the aegis of the French Interior Ministry, which can approve or reject applications for refugee or subsidiary protection status. If either form of application is rejected, asylum seekers have one month in which to

lodge an appeal with the national court of asylum - [Cour Nationale du Droit d'Asile](#) (CNDA) - either to challenge a decision to grant subsidiary protection instead of refugee status, or to challenge the rejection of their asylum application. CNDA considers these appeals and delivers judgements on granting refugee or subsidiary protection status and rejecting asylum applications.

For more information:



### [Réfugiés.info](#)

[The French public service website for rights and formalities relating to asylum claims](#)

[The French Office for the Protection of Refugees and Stateless Persons \(OFPRA\) website](#)

[GISTI guide for asylum seekers \(available in French, English and Arabic\)](#)

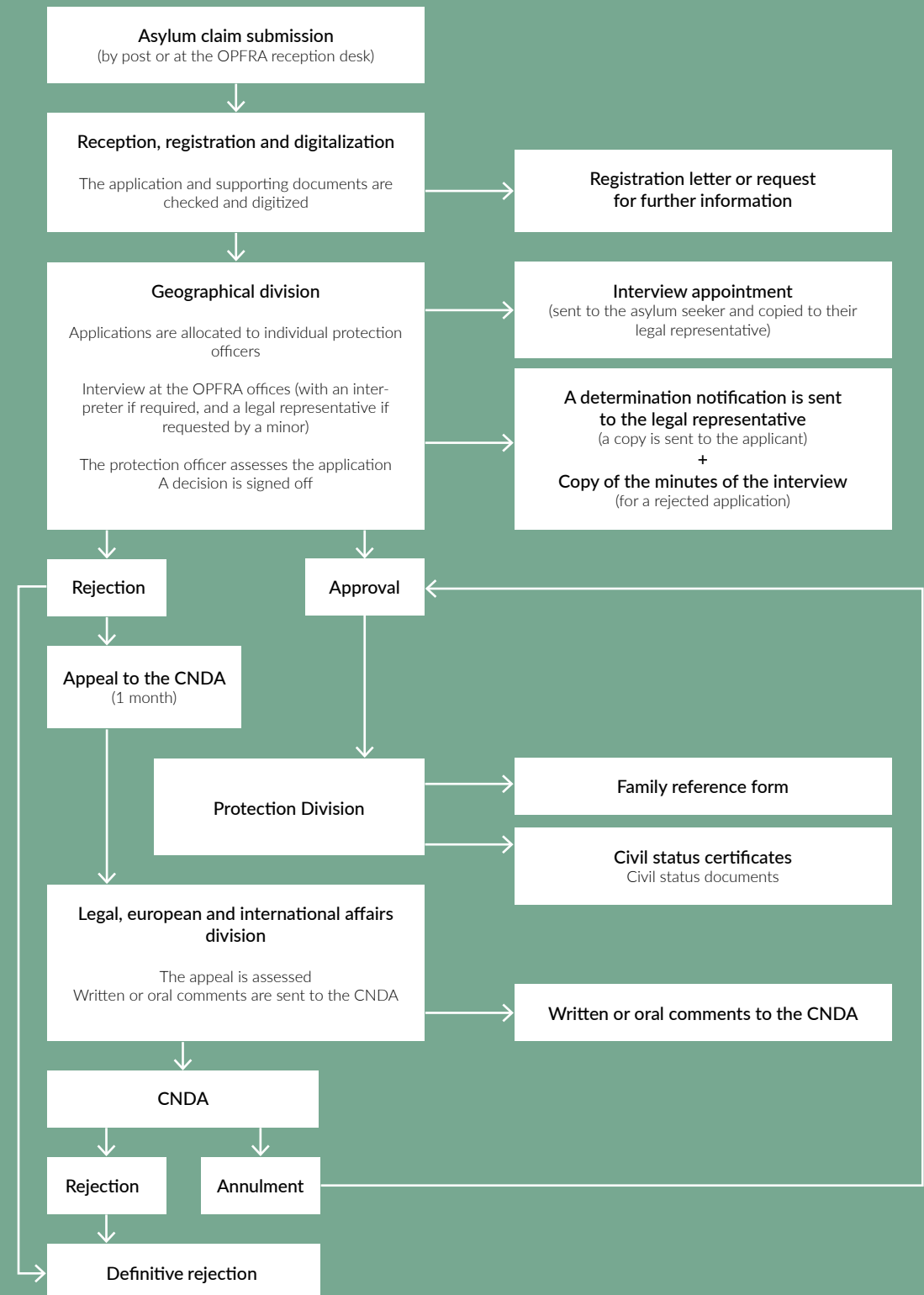
[Le guide du réfugié \(a guide for refugees available in French, English, Arabic and Russian\)](#)

[La Cimade](#)

[France terre d'asile](#)

[Directory of specialist asylum lawyers in France](#)

## The OPFRA process



# Moving to France

The numerous administrative formalities associated with moving to France can be complex and time-consuming, but host institutions, working with Acc&ss and Euraxess centers, can provide support.

## Domiciliation

Most of the formalities associated with moving to France require proof of address (a bill, tax notice). If you do not yet have accommodation, approved organizations can provide domiciliation services. These domiciliation organizations are either CCAS and CIAS centers (centres communaux et intercommunaux d'action sociale) or non-profit associations approved by the Prefect of the département. For communes with fewer than 1,500 inhabitants with no CCAS or CIAS center, this elected place of residence is arranged directly with the town hall (mairie).



[List of domiciliation organizations in Paris](#)



[List of CCAS and CIAS centers by region](#)

## Translation of official documents

For some administrative formalities or to access certain rights, it is obligatory for documents which are not written in French to be translated by an approved or sworn translator listed in the directory of legal experts. This is known as a certified translation of the original or official document.



[Directory of sworn translators](#)

**Réfugiés.info is a transparent, up-to-date and translated toolbox to improve and simplify integration pathways in France.**



[Réfugiés.info](#)

## Accommodation

### 1. ■ Finding accommodation

Below is a non-exhaustive list of accommodation options in France.

**Accommodation for students and researchers (public and private)**

→ [CROUS university halls of residence](#)

You can approach the CROUS university halls of residence for your university. Applications can be made throughout the year. CROUS halls of residence offer affordable accommodation ranging from single rooms to two-room apartments with kitchen/bathroom.

Prior to making an application, you must fill in a [dossier social étudiant \(DSE\)](#) student profile form and tick the "Je demande un logement" (I require accommodation) option. You then have to go to:



[trouverunlogement.lescrous.fr](#)

→ [Cité internationale universitaire de Paris \(CiuP\)](#)

The Paris international campus (CiuP), located at 17 boulevard Jourdan in the 14<sup>th</sup> arrondissement of Paris, hosts 12,000 students and researchers from 150 different countries in 40 houses on campus. It offers a number of services to residents, notably access to the Relais Social International service staffed by a social worker and two psychologists from the university counselling service BAPU, sports facilities, a library, cultural events, and places to eat. Applications can be made throughout the year.

→ [Science Accueil](#)

Science Accueil provides help with finding accommodation for scientists hosted by institutions which are [Science Accueil members](#). All types of accommodation are available, from furnished rooms, to lodgings, houses, studios, and large or small apartments.

→ [FAC-HABITAT](#)

Fac-Habitat provides support with finding accommodation in halls of residence for students and young people under 30, as well as researchers and academic teaching staff. There are approximately 9,000 affordable accommodation options in 80 halls of residence in a number of university towns, ranging from studios to two-room apartments with kitchen/bathroom, which are eligible for housing benefits such as aide personnalisée au logement (APL) and allocation de logement sociale (ALS).

→ [Héberjeunes](#)

Héberjeunes provides student accommodation in Paris and the southern Paris area.

→ [ARPEJ](#)

ARPEJ provides accommodation for students, young working people and researchers.

→ [Espace Habitat Halls of residence for academics and young working people](#)

In Île-de-France

In Île-et-Vilaine (35)

In the Loire-Atlantique (44)

In the Morbihan (56)

[Social housing available to all](#)

→ [ALTJ](#)

ALTJ provides halls of residence for students in Paris (75), Seine-et-Marne (77), les Yvelines (78), Essonne (91), les Hauts-de-Seine (92), Seine-Saint-Denis (93), Val de Marne (94) and Val-d'Oise (95).

→ [Les estudines](#)

Les Estudines has 6 halls of residence in Paris offering furnished accommodation with or without cooking facilities, ranging from studios to 3-room units.

→ [Lokaviz](#)

Lokaviz provides lodgings for students in private homes.

→ [Le centre international d'accueil et d'échange des Récollets](#)

Le centre international d'accueil et d'échange des Récollets provides furnished accommodation with services for researchers and artists, for 1 month to 2 years.

→ [La Maison Suger](#) de la Fondation Maison des Sciences de l'Homme (FMSH) Maison Suger provides accommodation for researchers of all nationalities hosted by FMSH or other research institutions.

→ [La Villa Louis Pasteur](#) de l'Ecole Nationale Supérieure (ENS) Villa Louis Pasteur provides accommodation for foreign researchers hosted by the ENS and other Parisian research and higher education organizations.

## HLM social housing

France has social housing for people on low incomes – habitations à loyer modéré (HLM). Applications for this type of housing must be made to the social housing (HLM) organization in the laureates département, local town hall, or online.



### [Apply for social housing in France](#)

### [Apply for social housing in Paris](#)

→ [Adoma](#)

Adoma provides social housing in a number of French regions.

## Private sector accommodation

Private sector accommodation is another option to explore via personal contacts, lettings agencies (fees charged) or by looking at advertisements on lettings sites (free). When you visit a property, you must present a dossier with all the necessary supporting documents.

### Supporting documents which a landlord (or lettings agency) is entitled to request :

#### Proof of identity

1 of the following valid French or foreign identity documents:

- Identity card
- Passport
- Driving license
- Residence permit
- Residence card
- [EEE](#) residence card

#### Proof of address

1 of the following proofs of address:

- Your last three rent receipts, or a reference from your previous landlord
- A formal statement of residence in their home from the home owner
- A residence certificate
- Your most recent property ownership tax notice or, if this is not available, the title deeds to your main residence

#### Proof of employment

1 or more of the following proofs of employment:

- An employment or internship contract or, if this is not available, a letter of confirmation from your employer
- A student card or certificate of school enrollment
- A copy of your professional membership card (licensed professions)

- A copy of your Insee business register identification certificate (self-employed worker)
- An original D1 entry from the trades register in the last three months (artisan)
- A K or K bis entry from the register of companies in the last three months (commercial businesses)
- Any recent proof of professional activity (other categories)

#### Proof of income

1 or more of the following proof of income documents:

- Your last three pay slips
- Proof of an internship allowance
- Your last 2 accounting statements, or if these are not available, a certificate of income provided by an accountant (non-salaried worker)
- Proof of receipt of compensation payments, pensions, maintenance payments, social and family benefits and allowances in the last three months, or proof of entitlement to benefits
- Title deeds of a property or your latest property ownership tax notice
- Grant award letter (student)
- Proof of rental income, annuities, investment income
- Housing benefit entitlement calculation (simulation) produced by the Caisse d'Allocations Familiales (CAF), CMSA, or by the tenant
- Your most recent or previous tax/ tax exemption notice

If a third party agrees [to stand guarantor](#) for you, they will be required to provide the same documents.

It is not permitted to request payment from a tenant when a rental dossier is submitted for consideration. If a landlord asks you for money, then this is probably a scam. The only payments which a landlord is allowed to request are the rent, service charges and deposit when the lease is agreed.


 Please note:

If you are entitled to the housing benefit called *aide personnalisée au logement (APL)* you must also provide the landlord with either your letter from the *caisse d'allocations familiales (CAF)* family benefits office confirming this, or with a photocopy of the online benefit entitlement calculation (simulation) that you have carried out.

Landlords and lettings agencies cannot request the following documents :

Under the provisions of the laws of July 6, 1989 and January 17, 2002, landlords are not permitted to request certain documents such as:

- A photo
- Your carte VITALE health insurance card
- Photocopy of bank account information
- Letter of good standing from your bank
- Credit check record, standing order agreement
- Marriage license, certificate of cohabitation
- Personal medical records
- Copy of your criminal record

 **Additional service charges payable by the tenant:**


In addition to the rent, the tenant is responsible for certain service charges: a deposit, home insurance (mandatory) and the local property tax – *taxe d'habitation* – payable by the occupier on 1 January.

 Accommodation listings websites:

[Se Loger](#)  
[Le bon coin](#)  
[De particulier à particulier](#)  
[Bien ici](#)

Emergency options

→ *Maisons relais – pensions de famille*  
Pensions de famille are boarding houses which provide emergency accommodation for low-income families.

 [List of pensions de famille by département](#)


→ *“Comme à la maison” (CALM)*  
CALM is a program set up by [SINGA](#) to link up refugees seeking accommodation with people who have a spare room where they can stay.

## 2. ■ Housing benefits

The family benefits division – Caisse Nationale des Allocations Familiales (CNAF) – runs the nationwide network of family benefit offices called *Caisses d'Allocations Familiales (CAF)*. CNAF and CAF are the branch of the social security system responsible for families. CAF pay family and housing benefits and some of the benefits designed to combat poverty such as RSA and prime d'activité income support benefits. You may be eligible for one of the following types of benefit, depending on your circumstances.

Housing benefit

There are several types of benefit, depending on your circumstances. In order to find out what is best for you, you can carry out an online benefits entitlement calculation (simulation).


 [Calculate your housing benefit entitlement](#)

If you are eligible, you can apply for housing benefit online on the [Caf website](#)

→ *Aide personnalisée au logement (APL)* is a benefit designed to reduce your rent or monthly repayments. It is calculated on the basis of your accommodation circumstances. This benefit is not paid to people who are already in receipt of ALF or ALS (see below).

→ *Allocation de logement familiale (ALF)* is a benefit designed to reduce your rent or monthly repayments. It is calculated on the basis of your family circumstances (family benefits received, number of dependents, etc.).

→ *Allocation de logement social (ALS)* is a benefit designed to reduce your rent or monthly repayments. It is paid to households which are not eligible for *aide personnalisée au logement (APL)* or *allocation de logement familiale (ALF)*.

 **CAF can also provide:**

- [Prime de déménagement \(removal grant\)](#)
- [Prêt à l'amélioration de l'habitat \(home improvement grant\)](#)
- [Action sociale logement et habitat des familles \(social initiatives around family accommodation and housing\)](#)

General financial assistance for housing expenses

→ [Le Fonds de Solidarité pour le Logement \(FSL\)](#) is a housing solidarity fund which provides financial assistance to people who are struggling to meet housing costs (deposit, agency fees, bills, rent, etc.). Applications are made via the Caf or the appropriate services in each département.

→ [Avance loca-pass](#) provides financial assistance with the deposit required by a landlord in the form of a loan to the tenant (repayable without interest or administrative charges). This assistance is available to young people under the age of 30, and employees in the private (non-agricultural sector) irrespective of age. It is capped at €1,200. Applications must be submitted within 2 months of moving in at the latest.


 [Avance loca-pass application](#)

→ *Garantie loca-pass* is a rent guarantee scheme for young people under the age of 30, and employees in the private (non-agricultural) sector irrespective of age, for accommodation owned by a legal entity (HLM social housing, non-profit associations etc.). Applications must be submitted within 2 months of moving in at the latest.

 [Garantie loca-pass application](#)

→ *Garantie Visale* acts as guarantor to ensure that landlords will receive their rental income for the duration of the lease. Applications are made online prior to signing the lease.

 [Garantie Visale application](#)


 For fast-track processing when applying for a Garantie visale, make sure you tick the “hors UE” (non-EU) box and not “autre nationalité” (other nationality).

→ [YOUSE](#) is a private agency which acts as a guarantor for tenants, whatever their circumstances (employed, self-employed, students, foreign nationals). The service is free until the lease is signed, then the tenant pays YOUSE 3.8% of the monthly rent.

 [Apply here](#)

→ [Garantme](#) is a private company which provides a French company guarantee to facilitate access to rented accommodation. The service costs the tenant €420 per year.


 [Apply here](#)

 Please note that the PAUSE program supported by the Collège de France, a public scientific, cultural and professional institution, defined as a “Grand Établissement” under the provisions of article L.717-1 of the French Education Code, cannot act as a guarantor for program laureates’ lease agreements.

### Help with utility expenses

The following forms of financial assistance are available for homeowners or tenants on low incomes.

→ [Reduced water tariffs](#) are offered by some local authorities. Each local authority identifies the people affected and no application is required.

 [List of local authorities offering this assistance](#)

→ [A telephone line rental reduction](#) (réduction sociale téléphonique) is available for recipients of the Revenu de Solidarité Active (RSA) and Allocation de Solidarité Spécifique (ASS) who have a line provided by the telephone operator Orange. The applicant’s social welfare office (Caisse d’allocations familiales, Mutualité sociale agricole or Pôle emploi) provides a letter of confirmation to submit to Orange.

 [Read more](#)

→ [Energy vouchers](#) (chèques énergie) help low-income households to pay energy bills (gas and electricity bills, energy improvement costs, etc.). No application is required as the tax authorities draw up a list of people who meet the criteria. The Agence de services et de paiement (ASP) issues the energy voucher to those who qualify.

 [Read more](#)

 For more information:

[Euraxess accomodation guide](#)  
(English version)

[Les droits au logement en France](#)  
(housing rights in France)

[L'Agence nationale pour l'information sur le logement](#)  
(French national housing information agency)

[Guide « Venir vivre en France »](#)  
(guide to moving to France available in English, Arabic, Turkish, Chinese, Russian, Spanish and Portuguese)

[Campus France City factsheets](#)


[Le guide de la domiciliation](#)  
(domiciliation guide)

# What are the main administrative formalities I must complete?

## Accessing benefits

All residents in France are entitled to welfare benefits from the Caisse des Allocations Familiales (CAF). There are a number of benefits available depending on circumstances and needs.

1. Benefits for people with one or more dependent children

 [Allocation de Rentrée Scolaire \(ARS\)](#) - Help with back-to-school expenses


[Complément Familial \(CF\)](#) - Family allowance

[Prestation d'Accueil du Jeune Enfant \(PAJE\)](#) - Allowance for newborn or adopted child

[Allocation d'Éducation de l'Enfant Handicapé \(AEEH\)](#) - Benefit for a child with disabilities


[Allocation Journalière de Présence Parentale \(AJPP\)](#) - Carer's allowance for parents

[Assurance vieillesse du parent au foyer](#) - Pension contributions for full-time carers

 [Carte famille nombreuse](#) - Family travel and discount card

[Action sociale](#) - Help with extra-curricular leisure costs

2. Social integration benefits

 [Prime d'activité](#) - Employment incentive benefit

[Revenu de Solidarité Active \(RSA\)](#) - Income support benefit


[Allocation de Soutien Familial \(ASF\)](#) - Family income support

[Aide au recouvrement des pensions alimentaires](#) - Help with claiming child maintenance

[Allocation aux Adultes Handicapés \(AAH\)](#) - Allowance for adults with disabilities

[Allocation d'Éducation de l'Enfant Handicapé \(AEEH\)](#) - Benefit for a child with disabilities

[Allocation Journalière de Présence Parentale \(AJPP\)](#) - Carer's allowance for parents

 [Assurance vieillesse du parent au foyer](#) - Pension contribution scheme for full-time carers

[Carte famille nombreuse](#) - Family travel and discount card

[Action sociale](#) - Help with extracurricular activity costs

Benefits are calculated on the basis of income and number of children. To qualify for benefits, you need to have legal status and the CAF must be notified of any change in circumstances (employment, financial circumstances, etc.).

 **Children living abroad;**

**If your children live abroad, you may be entitled to claim family benefits from the CAF if you are a national of a country which has signed a bilateral social security agreement.**

[List of participating countries](#)

3. How do I apply?

You can apply for family welfare benefits [online](#) or by making an appointment at your local CAF center.

 [Map of CAF centers in France](#)

## Opening a bank account

It is essential that you open a bank account to manage your everyday life as soon as you arrive in France. Everyone in France, irrespective of income or circumstances, has a right to open a bank account in order to receive their salary and/or welfare benefits.

All foreign nationals living in France for at least three months can open a resident's bank account entitling them to a cheque book and bank card.

The following 3 documents are required to open a bank account:

→ Proof of identity (passport or visa)

→ Proof of address (rent receipt, telephone or electricity bill, confirmation of domiciliation from an organization or non-profit association)

→ Confirmation of your employment contract from your employer (employment contract, hosting agreement, grant award letter).

When you open your account, you will also be asked to pay in a minimum sum.

There are two main types of bank account:


→ "Compte courant" is a current account that allows you to make payments by cheque, credit card or bank transfer;

→ "Compte/livret épargne" is a savings account that allows you to save money alongside your current account activity and earn interest at a variable rate.

In most cases, the savings account will be opened at the same time as the current account.

If you are refused a current account, you are advised to contact the [Banque de France](#) for assistance.

You can make an appointment [online](#) or go to one of its offices in France.

 [List of offices](#)



For more information:

[French government website](#)

- bank accounts

[Euraxess website](#) – personal finance

[La Banque Postale](#) (one of the most accessible banks)

[Fédération française des associations CRESUS](#)

The CRESUS Federation offers financial assistance or financial support in the form of microloans to fund personal projects: resolving mobility issues (e.g. getting a driving license, buying a car or scooter); securing accommodation (agency fees, deposit, essential household equipment and furniture); taking a training course; paying medical bills. The network also has personal finance advisers who can help with budgeting. The federation offers free support at its centers.



[List of CRESUS branches in France](#)

## Registering for health cover

Health cover is mandatory in France. Social security, also known as assurance maladie, covers up to 70% of health costs for all subscribers (doctor's appointments, medication and hospitalization). Health cover can be topped up to 100% by subscribing to a private health complementary insurance scheme called a complémentaire santé or mutuelle.

1. What organization should I register with?

→ [La Caisse Primaire d'Assurance Maladie](#) (CPAM) is the organization for all employees, including PhD students and researchers. Registration is not required as anyone with an employment contract (doctoral or other) is automatically registered with the social security scheme. Minors are covered by their parents' social security and complementary health cover schemes.



[Download the form to add minors](#)

Every registered subscriber is given an [ameli account](#) to access their details and manage their activities online.

People on low incomes who have been residents in France for over 3 months can access top-up cover at a reduced cost – [Aide à l'acquisition de la Complémentaire Santé](#) (ACS). This benefit is applied to the whole household.



[List of top-up health insurance providers covered by ACS](#)

If you are on a low income, you may be entitled to free complementary health insurance cover "couverture complémentaire CMU-C". [Register](#) by filling in the form and returning it to your local caisse d'assurance maladie with the supporting documents.

Contact the Assurance Maladie social service for further information:

- By email from your ameli account under "Ma messagerie"
- By telephone on 36 46 (0.06€/min + call charge)



Since 1 January 2016 the principle of universal health cover [Protection universelle maladie](#) (PUMa) guarantees the right to uninterrupted payment of medical expenses in the event of a change in circumstances or status (family, employment, etc.).

2. Declaring a designated doctor

In order to receive reimbursement for medical expenses, it is essential to declare a designated doctor to CPAM. This is the general practitioner responsible for your patient care.

Many doctors are listed on the [Doctolib website](#), which has an online appointment booking service.

To designate your doctor:

- Fill in the Cefra designated doctor declaration form;
- Ask your designated doctor to sign it;
- Send the form to your local CPAM office.



[Download the designated doctor declaration form](#)

For more information:



["Joining Assurance maladie" \(p.43\) of the "Venir vivre en France" guide](#) (available in English, Arabic, Turkish, Chinese, Russian, Spanish, and Portuguese)

[The French Social Security Department portal Information in English](#)

Useful addresses

Every university has a preventive health service – Service universitaire de médecine préventive et de promotion de la santé (SUMPPS) – offering consultations which are often free, notably for contraception, screening tests, vaccinations, nutritional advice, or psychological treatment.

→ [The centre Primo Levi](#) welcomes victims of torture or political violence, whatever their administrative status in France.

→ [The centre de soin Parcours d'exil](#) provides therapy to victims of torture and state persecution. This non-profit association provides third-party payment so that patients do not have to pay upfront for medical consultations and psychotherapy. Patients who do not have health cover are welcomed free of charge without distinction.

→ [The Centre de santé de Bicêtre](#) (Comede) provides access to treatment and covers costs for people who are not yet in receipt of medical cover: medical consultations; consultations with nurses and psychotherapists; mental health, social, legal, therapeutic education, gynecological, midwife and osteopath consultations.

→ [L'espace Santé Droit en Seine Saint-Denis](#) provides support for foreign nationals with health problems, and difficulties accessing treatment more generally.





**What are the emergency services numbers in the event of an accident or illness?**

**112 - European emergency number**

**15 - Emergency medical assistance: SAMU (Service d'Aide Médicale Urgente)**

**18 - Fire Service**

**36 24 - SOS Médecins, a 24/7 emergency home doctor service**

→ Secondary school (collège and lycée) from 11 years of age

Your child will be enrolled at the nearest state school to your home address. If the child does not speak French, they will attend an introductory class – classe d'initiation (CLIN) – in the school closest to your home address offering this facility, before joining the mainstream curriculum.

For more information, please contact your local town hall

For more information:



→ [Bilingual booklets](#) (audio and print) for non-French speaking parents and children newly arrived in France. Available in 9 languages, notably Arabic, English, Turkish, and Spanish.

→ [Acc&ss factsheet on children's education in France](#)

→ [French government website on children's education in France](#)

## Enrolling my children in school

In France, education is compulsory for all French children and children from abroad aged 6 to 16. In September 2019, the compulsory education age will be lowered to 3 years.

Children should be enrolled in school at your local town hall. You will be asked to provide:

→ A family record book (livret de famille) or birth certificate;

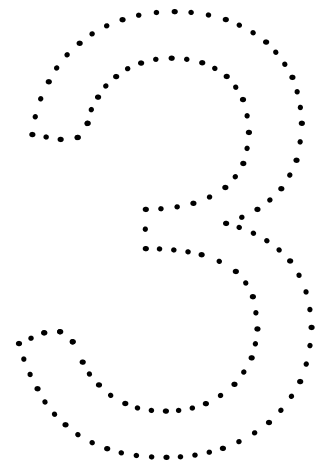
→ Proof of address;

→ Parents' identity documents.

The child does not have to attend the enrollment and it can be requested at any point during the year. There are several types of educational institution depending on the child's age and academic level:

→ Pre-school (maternelle) 3 - 6 years of age

→ Primary school (école primaire) 6 - 11 years of age



# General information

Learning French  
Research communities in France  
Employee rights and responsibilities  
Looking for new career opportunities  
Life in France  
Helping children and partners to integrate  
Getting in touch with others PAUSE program laureates

# Learning French

Learning French and other languages is the key to successful social and professional integration for you and your family.



[Le Grand Répertoire des centres de FLE en France \(directory of French as a second language centers in France\)](#)

[Map of French language centers with the "Qualité FLE" label](#)

## On university campuses

Host institutions are responsible for offering access to their own French as a foreign language courses.

University language diplomas for exiles (D.U. FLE exilés) are also available in some universities. These qualifications are designed for people living in exile in France and include French classes.

Programs are also provided by the higher education migrant and exile orientation service RESOME, a student and higher education collective which facilitates access to language study and courses for migrants. The network covers a number of institutions in Paris and the regions.



[Map of RESOME French language courses in France](#)

## Outside the host institution

1. ■ At a national level

→ [Ateliers sociolinguistiques](#)

A teaching approach aimed at helping adult migrants living in France to develop social independence.



[Directory of Ateliers Sociolinguistiques in France](#)

2. ■ En Île-de-France

→ [Réseau alpha](#)

The Alpha network provides listings of French language courses in Île-de-France.



[Map of French courses](#)

→ [Marie de Paris municipal courses for adults](#)

A wide variety of French language courses are available in Paris for beginners and more advanced learners, using teaching methods to suit all needs.



[View French as a foreign language Français Langue Etrangère \(FLE\) courses](#)

→ [Paris Anim' centers](#)

Some centers offer language training in the form of weekly classes or courses lasting several days.



[Directory of Paris Anim' centers](#)

→ [Réseau EIF-FEL](#)

If you live or work in the 13<sup>th</sup>, 14<sup>th</sup> or 18<sup>th</sup> arrondissement of Paris, you can book a French language assessment on this website and find out about language training available to meet your needs.



**City of Paris French classes by arrondissement:**

[1<sup>st</sup> to 12<sup>th</sup> arrondissements](#)

[13<sup>th</sup> to 17<sup>th</sup> arrondissements](#)

[18<sup>th</sup> and 19<sup>th</sup> arrondissements](#)

[20<sup>th</sup> arrondissement](#)

## Online

A number of online courses (MOOCs) and free or fee-paying apps are available to learn French at different levels.

→ [Erasmus Online Linguistic Support](#)

The Erasmus learning platform, which is specially designed for academic mobility, offers online tuition in several languages.

→ [Rosettastone](#)

Fee-paying software for independent French learning.

Other facilities are available to develop the language skills required for administrative formalities and settling in France:

→ The Alliance Française "Vivre en France" MOOC for learning French for everyday communication and administrative formalities and for help with settling in France.



[Beginners Level A2 Level B1](#)

→ ["Mon french kit"](#) is a mobile phone French language learning app for administrative formalities and settling in France.

More general French language and culture educational resources:

→ [French national association for professional adult training \(AFPA\) language MOOC](#)

→ [Fun Université France French language learning MOOC](#)

→ [International platform for university MOOCs](#)

→ [DELFL and DALF exam preparation MOOCs](#)

→ [French grammar MOOC](#)

→ [Parlons Français – TV5 Monde](#)

→ [RFI Savoirs](#) exercises, topics and broadcasts for learning and teaching French

# Research communities in France

For a full presentation of research institutions in France and how they operate, you might consult:

- Campus France resources (available in English, French and Spanish) notably the guides [“Research in France. What will your project be?”](#) and [“Research profiles by subject area”](#) (institutions, research profiles and future prospects).

- The leading reference guide to the research community in France produced by the Parfaire association [“Établissements Enseignement Supérieur - Structure et fonctionnement”](#).

In France, most public research takes place in:

→ Universities and certain grandes écoles and higher education institutions;

 [List of French universities and major institutions](#)

→ 25 public research organizations (C.N.R.S., INSERM, INRA, INRIA, CNES, C.E.A., CNES, IFREMER, etc.) grouped into 5 national research alliances;

→ 25 universities and scientific groups, including 20 COMUE (communautés d'universités et établissements);

→ Private foundations (Pasteur and Curie Institutes, CEPH);

→ University foundations and scientific

cooperation foundations;

→ 34 Carnot institutes;

→ 71 competitiveness clusters.

## National and European research funding

The main source of public research funding is the budget allocated by the Interministerial Research and Higher Education Office - mission interministérielle recherche et enseignement supérieur (MIREES).

Public research laboratories are also partly funded by universities, public research organizations and funding agencies, of which the [Agence nationale de la recherche \(A.N.R.\)](#) is the largest (see below). Laboratories also receive funding from regional authorities, charitable associations, industry and the EU. Private research is partly funded by a partnership between the [Banque Publique d'Investissement \(Bpifrance\)](#) and the State. A tax credit for research [crédit d'impôt recherche](#) supports innovation programs backed by companies.

 [Read more](#)

1. The main calls for individual candidates or group applications (research project funding, mobility grants)

French funding

→ L'Agence Nationale de la Recherche provides funding for research projects

in France for researchers and research organizations on a selective and competitive basis. Annual major calls for projects are available online.

 [ANR website](#)

Application procedures

International funding

→ Horizon 2020 (2014-2020) is the EU framework program for research funding including ERC (scientific excellence scheme) and the Marie Skłodowska Curie program; an excellence initiative to develop research careers in Europe and internationally (research funding, mobility funding).

For more information and application details:

 [ERC application process](#)

[Marie Skłodowska Curie program application process](#)

The European Cooperation in Science and Technology (COST) program is an intergovernmental funding program to foster the creation of European research networks.

 [Offers and application procedures](#)

→ L'Agence Universitaire de la Francophonie (AUF) raises the profile of universities in the Global South and coordinates the activities of development stakeholders, notably by offering funding for research and researcher mobility.

 [Grants and mobility funding offers](#)

## The higher education and research career system in France (positions, contracts, recruitment)

There are two different types of status for teaching and research in France: fonctionnaires with civil servant status (permanent tenured employment) and vacataires and agents contractuels with non-tenured status (temporary or contract staff recruited on a public law contract by a public organization on permanent or short-term contracts).

1.  Non-permanent employment

→ Doctorant: PhD students in France can begin doctoral studies after a Masters (Bac+5). If the PhD student is on a contract, they will either have a three-year doctoral contract from a public higher education institution or research organization, or an industrial training-by-research agreement (convention industrielle de formation par la recherche, [CIFRE](#)) which allows them to prepare a thesis in a research laboratory within a company. These two types of agreement are employment contracts and offer the same social guarantees as any other type of contract. A fixed doctoral contract has a minimum remuneration of €1,684.93 gross per month for research-only activity, and €2,024.70 gross with additional responsibilities. Remuneration for a CIFRE contract is set by the company.

 [Read more](#)

→ Vacataire d'enseignement (temporary teaching post):

There are two types of status:

- Agents temporaires vacataires: temporary teaching staff recruited from the doctoral student body aged under 28. They can

teach tutorials (travaux dirigés - TD) or practicals (travaux pratiques -TP) in higher education and research institutions up to a maximum of 64 hours of lectures, 96 hours of tutorials or 144 hours of practicals per year.

- Chargés d'enseignement vacataires: sessional teaching staff who are salaried professionals recruited for their specific skills in a particular area (scientific, professional or cultural). They can deliver lectures (cours magistraux - CM), and supervise tutorials (TD) and practicals (TP).

Remuneration is calculated on the basis of the number of hours worked. The fixed hourly rate is €40,91 gross for tutorials (TD), €61,05 gross for lectures (CM), and €27,13 gross for practicals (TP). Vacancies are advertised annually on institutions' websites.



[Read more](#)

→ Attaché Temporaire d'Enseignement et de Recherche (ATER) : temporary teaching and research assistant positions are available to PhD students or holders of doctorates who take on teaching commitments in addition to preparing a thesis or carrying out research. The contract is for 1 year, renewable once. There are different types of status as the role is also open to civil servants. Remuneration is €1,197,32 net per month part-time and €1,657,87 net per month full time.



[Read more](#)

→ Chercheur "postdoctoral": postdoctoral research contracts in France are awarded on the completion of a PhD and provide early career experience. They can vary between 6 months and 3 years. All research organizations, university laboratories

and departments, and companies offer postdoctoral contracts each year. Remuneration varies according to the employer.



[Read more](#)

→ Enseignant associé: a full-time or part-time teaching associate role on a contract of between 6 months and 9 years, depending on status, allows non-academic professionals to take on a lecturer-researcher role. Pre-requisites are professional experience, other than teaching, which is relevant to the taught specialism: part time, for at least 3 years; full time for at least 7 years to qualify as an associate lecturer; and at least 9 years to qualify as an associate professor.



[Read more](#)

→ Lecteur et maître de langue étrangère: to become a foreign language teaching assistant (lecteur) requires a Masters degree. A foreign language lecturer (maître) must have completed the first year of a PhD thesis. Contracts last 1 year, with possibility of renewal. Gross monthly remuneration is €1,486,32 for language teaching assistants and €1,930,83 for language lecturers.



[Read more](#)

## Recruitment

Universities recruit temporary contract staff – PhD students, ATERs, language teaching assistants, etc. – directly. Applications should be submitted to the higher education and research institution. Some vacancies can be found on websites:



[The Galaxi portal](#)

[La bourse interministérielle de l'emploi public \(BIEP\)](#)

[The CNRS website](#)

For more information about vacancies and specific application procedures, you should contact the Human Resources Department of your host institution.

### 2. ■ Tenured staff

→ Enseignant-chercheur: in France, the role of an academic is open to holders of a doctorate. They pursue research and teaching activities in university laboratories which are generally hosted by major research organizations (CNRS, INSERM, INRA, etc.).

There are two types of status:

- Maître de conférences: are tenured civil servants recruited by competitive process on the basis of their academic credentials and research. The gross monthly remuneration is €2,068 (early career); €3,741 (classe normale, late career); €4,388 (hors classe, late career).



[Read more](#)

- Professeurs des universités: university professors are tenured civil servants recruited by competitive process on the basis of their academic credentials and research. Gross monthly remuneration is €2,998 (early career); €4,388 (2<sup>e</sup> classe, late career); €6,015 (classe exceptionnelle, late career).



[Read more](#)

→ Chercheur : in France, PhD holders can become researchers. Researchers carry out research in major research organizations (CNRS, INSERM, INRA, etc.) and higher education institutions.

There are several types of status:

- Chargés de recherche: researchers are tenured civil servants appointed by the director of the public science and technology institution in which they were recruited. Gross monthly remuneration is €2,001 (early career); €2,487 (2<sup>e</sup> classe, late career); €3,622 (late career).



[Read more](#)

- Directeurs de recherche: research directors design and coordinate research and development activity. Gross monthly remuneration is €2,902 (early career); €5,138 (1<sup>ère</sup> classe, late career), €5,828 (late career).



[Read more](#)

- Ingénieurs de recherche: research engineers hold a PhD and help to manage research activity, training and raise the profile of scientific and technical knowledge (careers, facilitation

and coordination in technical and administrative fields). Gross monthly remuneration ranges from €1,868 (2<sup>e</sup> classe, early career) to €4,366 (hors classe, late career).



[Read more](#)

- Ingénieurs d'études: research engineers have an engineering degree, masters degree or undergraduate degree and help to manage and develop techniques and methods used in an institution (administrative and support role). Gross monthly remuneration is €1,677 (2<sup>e</sup> classe, early career); €2,774 (1<sup>ere</sup> classe, mid-career); €3,550 (hors classe, late career).



[Read more](#)

There are other roles within the research community. For more information consult the French Ministry of Higher Education, Research and Innovation job factsheets:



[Assistant ingénieur](#) (Assistant engineer)

[Technicien de recherche et de formation](#) (Research and training technician)

[Adjoint technique de recherche et de formation](#) (Research and training assistant)

### Recruitment

→ Academics can access lecturer and professorial posts via a competitive recruitment process within each higher education and research institution after

qualifying for a lecturer and/or professor role. It should however be noted that “applicants in lecturer-researcher roles in a country other than France, at a level at least equivalent to the post for which they are applying, may be able to bypass the qualifying round of the lecturer application process. In this instance, the institution’s scientific committee can make a decision based on candidates’ academic credentials and research and on the level of the duties they have performed.” Applicants for the lecturer-researcher qualification and recruitment process must



[Register on the GALAXIE platform](#)

→ For researchers and research directors, competitive recruitment opportunities based on academic credentials and research are available in every public science and technology institution.

### For more information:



[Report on research and higher education in France \(July 2018\)](#)

[SNESUP FSU staff rights](#)

[Information on higher education status and roles](#)

[Ministry for Higher Education, Research and Innovation directory of roles and skills](#)

[Directory of lecturer-researcher equivalents in France and abroad](#)

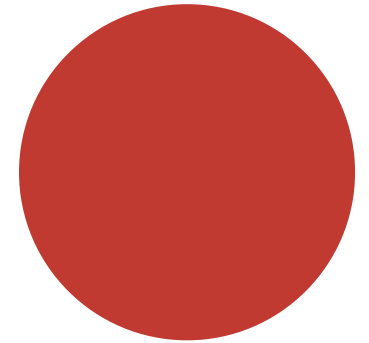
MESRI factsheets:

- [Recruitment, “agrégation” examination, transfers](#)



- [National “agrégation” examination](#)

- [Recruitment, secondment, mobility](#)



# Employee rights and responsibilities

## Taxation

In France, taxation covers all the taxes and duties which legal entities (companies, local authorities, institutions, etc.) and individuals must pay. They fund public services and government and are attributed and calculated on the basis of the declared income and family circumstances (household members and dependents) of each individual. All adults over the age of 21 must submit a tax declaration, including the unemployed. It must be submitted annually between mid-May and early June.

### ■ What are the formalities?

New arrivals must submit a paper tax return in their first year in France. They can only file online when the tax authorities send them a letter authorizing them to make their tax return online in their [personal area](#) using the 13-digit tax reference on their key tax documents (tax return or tax notice).

You must also declare accounts and life insurance policies held abroad.



[Read more](#)

### Deduction of tax at source

As of January 1, 2019, tax has been deducted from taxable income at source; this includes wages, pensions and annuities, allowances, and income from property.



[Read more](#)



You can request [online assistance](#) or telephone 0 810 467 687

## Unemployment benefits

The same rules relating to jobseeker status and unemployment benefit entitlement apply to employees in the public and private sector.

Pôle emploi is the public organization which processes unemployment benefit payments; the duration and amount are calculated according to your employment contract and length of employment.



[Get an estimate of your unemployment benefits](#)

Pôle emploi also helps jobseekers to find employment.

To register with Pôle emploi, you must have worked for at least 6 months in the last 24

months (36 months for the over 53 years old). Unemployed people can register at any time, but people who still have employment contracts cannot register until the day after stopping work.



[Register with Pôle emploi](#)



**Whether or not you can register with Pôle emploi at the end of your contract depends on your visa and contract.**  
**Holders of student visas cannot claim unemployment benefit.**  
**Doctoral grants do not qualify holders for unemployment benefit as they do not have an employment contract.**



**Renewing your residency permit: Once you have registered with Pôle emploi, you must contact your local Prefecture immediately in order to extend your residence permit, by providing your employer's statement for Pôle emploi and a statement from the organization paying your unemployment benefit, to prove that you are covered.**

## Retirement pensions

### 1. ■ Contributory pensions

Every person who has been legally employed in France is entitled to a retirement pension. Contributions are deducted at source from your salary every month to fund the state pension scheme and to make pension payments to retired people.

The final pension to which you are entitled will combine the pension paid out under

the basic scheme plus the pension paid out by the mandatory supplementary pension scheme.

### Pensions for non-civil servants

As a non-civil servant, your basic pension comes under the general social security pension scheme. This is administered by the Caisse nationale d'assurance vieillesse [CNAV](#). CNAV provides an online service which allows you to generate a personalized list of formalities associated with retirement. On the list you will find:

- the formalities you must complete and an estimated timescale;
- advice and guidance;
- contact points.

→ [How does it work?](#)

After selecting the service under the heading "[Je demande ma retraite](#)" (I want to claim my pension), you will be asked to enter your name, social security number, date of birth and retirement date. In addition to the social security scheme, you also pay contributions into a mandatory supplementary pension scheme known as Ircantec (Institution de retraite complémentaire des agents non titulaires de l'État et des collectivités publiques).

[Ircantec](#) is a points-based supplementary pension scheme. Employee and employer contributions are converted into points. When you retire, the amount of pension you receive is calculated by multiplying the number of points by the cash-in value of points (valeur de service) applicable on your date of departure.

You can apply for your retirement pension online in your [personal area](#) at least 2 months before stopping work. You can also opt to contact a Cicas adviser for an appointment 4 months before stopping work.

Who should I contact?



[Centre d'information, conseil et accueil des salariés \(Cicas\)](#)

### Retirement arrangements for civil servants

As a tenured employee at higher education and research institution, you are covered by a special pension scheme "[Code des pensions civiles et militaires de retraite](#)".

You should apply for your pension via official channels at least six months before your intended retirement date. If you do not comply with this deadline, you may find that there is a gap between your final salary payment and your first pension payment.

Complete an [EPR10 form](#) and hand it in to your administrative department. They will process your request and submit it to the Education and Higher Education Pension Department for validation.

Your application will then be sent to the State Pension Department - [Service des retraites de l'État](#) - which will calculate your pension and allocate it. Your pension certificate will be posted to you. Payment will begin when you have sent a completed declaration form to the Pension center shown.

### Credit for work carried out abroad

Years spent working in your country of origin or in a non-EU country are taken into account when calculating your pension, depending on whether or not international social security agreements are in place.

If there is no international social security agreement between France and the country/countries in which you have worked, then the CNAV will only base your pension entitlement on work in France.

If there is an agreement in place between France and the country/countries in which you have worked, then each country will pay the proportion of the pension for which they are liable.

There are two types of international social security agreement:

→ In the first instance, you can choose between payment of your pension calculated on a pro-rata basis of the total amount owed by all countries, or paid as separately calculated pensions;

→ In the second instance, your retirement pensions are calculated separately.

#### Countries affected:



[Algérie](#), [Andorre](#), [Argentine](#), [Bénin](#), [Bosnie-Herzégovine](#), [Brésil](#), [Cameroun](#), [Canada](#), [Cap-Vert](#), [Chili](#), [Congo](#), [Corée du Sud](#), [Côte d'Ivoire](#), [États-Unis](#), [Gabon](#), [Guernesey](#), [Inde](#), [Israël](#), [Japon](#), [Jersey](#), [Kosovo](#), [Macédoine](#), [Madagascar](#), [Mali](#), [Maroc](#), [Mayotte](#), [Mauritanie](#), [Monaco](#), [Monténégro](#), [Niger](#), [Nouvelle Calédonie](#), [Philippines](#), [Polynésie française](#), [Québec](#), [Saint-Marin](#), [St-Pierre-et-Miquelon](#), [Sénégal](#), [Serbie](#), [Togo](#), [Tunisie](#), [Turquie](#), [Uruguay](#)



**If you hold refugee status, getting pension payments from another country may involve making contact with your country of origin, which is in breach of the rules forbidding communication with the authorities in this country. In these circumstances, it is imperative to contact the French Office for the Protection of Refugees and Stateless Persons (OFPRA) prior to taking any action.**

## 2. ■ Non-contributory pension

If you have no pension it can be replaced (or in the case of a very low supplementary pension, topped up) with a non-contributory pension - i.e. benefits which do not take previous pension contributions into account.

There are two types of benefit: elderly person's solidarity benefit - Allocation de Solidarité aux Personnes Âgées (ASPA) and supplementary invalidity benefit - Allocation Supplémentaire d'Invalidité (ASI). There are no nationality criteria for these benefits, but you are assumed to have been resident in France for a number of years, and to be below the financial threshold.

You can also take out a private pension to enhance your retirement pension.

#### For more information:



[International social welfare and pension issues](#)

[Allocation de Solidarité aux Personnes Âgées \(ASPA\)](#)  
- Solidarity pension factsheet

[Agirc](#) - Arrco pension information websites

[Allocation Supplémentaire d'Invalidité \(ASI\)](#) - Invalidity pension factsheet

[Refugee employment guide](#) (Aeré, Tent)

["Venir en France guide"](#) P.40 on taxes



[French government website on rights, contracts, careers and retirement schemes](#)  
[Lecturer-researcher pensions](#)  
[Unemployment rights for foreign researchers](#)



# Looking for new career opportunities

Below is a non-exhaustive list of websites advertising vacancies, funding and calls for projects relating to career opportunities.

## General information on career

→ [EURAXESS CAREER DEVELOPMENT](#) : career development tools and advice.

→ [SCIENCE CAREERS](#) : specialist online journal for early-career researchers focusing on scientific career development: information sharing, employment, vacancies, and practical advice.

→ [SCORE](#) : French civil service examinations and recruitment.

→ [VOCATION ENSEIGNANT](#) : employment, examinations and secondary school teacher mobility.

## Looking for work and funding

### 1. ■ In Europe

→ [ABG INTELLI'AGENCE](#) : job vacancies, projects, and thesis topic offers in France and internationally.

→ [ACADEMIC JOBS EU](#) : academic job vacancies in Europe.

→ [ACCES DOCTORAT UNIQUE ET MUTUALISE](#) (ADUM): vacancies for PhD students and PhD holders in France and internationally.

→ [ADOC TALENT MANAGEMENT](#) : employment vacancies for PhD holders in France.

→ [AGENCE NATIONALE DE LA RECHERCHE](#) (ANR): provides French research project funding for public operators collaborating with each other or with industry.

→ [ASSOCIATION NATIONALE RECHERCHE TECHNOLOGIE](#) (ANRT): offers from companies and partnership opportunities with laboratories to help you set up a CIFRE project in France.

→ [ACTIONS MARIE CURIE](#): scientific vacancies and research funding programs in the public and private sector, irrespective of nationality and research area, in the EU and beyond.

→ [BOURSE INTERMINISTERIELLE DE L'EMPLOI PUBLIC](#) (BIEP): vacancies, internships and training courses posted by the French civil service, local government, and public hospitals.

→ [CAMPUS France](#): doctoral and post-doctoral offers in France.

→ [CENTRE NATIONAL DE LA RECHERCHE SCIENTIFIQUE](#) (CNRS): vacancies in France's largest scientific research organization.

→ [EPSO](#): vacancies in European institutions.

→ [EURAXESS JOBS](#): vacancies for researchers, notably doctoral contracts in Europe.

→ [EURES](#): European Union vacancies.

→ [L'ORÉAL - UNESCO](#) fellowships for women in science: research grants for young female scientists.

→ [FUNDING & TENDER OPPORTUNITIES](#): funding offers in Europe.

→ [GALAXIE](#): portal dedicated to the qualification and recruitment of higher education staff (A.T.E.Rs, lecturers, professors) and academic career progression in France.

→ [LA GAZETTE DU LABORATOIRE](#): scientific vacancies in France.

→ [PHD PORTAL](#): PhD offers in Europe by discipline.

→ [UNIVERSITY POSITIONS UE](#): academic vacancies in Europe.

→ [RESEAU C.U.R.I.E](#): vacancies and internships in France.

→ [SCANR](#): French research and innovation search engine.

→ [SCHOLARSHIP PORTAL](#): funding offers and grants for study in Europe.

### 2. ■ International

→ [ACADEMIC POSITIONS](#): international academic and scientific vacancies.

→ [AMERICAN INSTITUTE OF PHYSICS](#): vacancies in physics and in science and technology more widely in the United States and internationally.

→ [BROOKINGS INSTITUTE](#): vacancies.

→ [CHRONICLE VITAE](#): vacancies in the United States and internationally.

→ [EUROPEAN UNIVERSITIES](#): higher education and research vacancies in Europe.

→ [FINDAPHD](#): international grants, vacancies and doctorates.

→ [FINDAPOSTDOC](#): international final-year PhD and young post-doctoral vacancies.

→ [FUNDIT](#): Funding and research fellowships in the social sciences.

→ [GLOBAL ACADEMY JOBS](#): international academic and scientific vacancies.

→ [HIGHER ED JOBS](#): academic vacancies in the United States.

→ [HUMAN RIGHTS JOBS](#): vacancies in the human rights field.

→ [IDEALIST](#): vacancies in the non-profit sector.

→ [IFRE](#): vacancies in French institution's Unités mixtes de recherche joint research units abroad.

→ [INOMICS](#): vacancies in the business and economics sectors.

→ [INSTITUTE OF INTERNATIONAL EDUCATION](#): study and research grants in the United States.

→ [INTERNATIONAL EDUCATION FINANCIAL AID](#): study grant offers.

→ [NATUREJOBS](#): international vacancies in the natural sciences field for postdoctoral researchers.

→ [PHILSJOBS](#): vacancies in the philosophy field.

→ [SCHOLARS AT RISK NEWSLETTER](#): bi-monthly bulletin with advice on finding academic employment, recent academic vacancies, grants, and other opportunities.

→ [SMITHSONIAN INSTITUTE](#): fellowship offers in Smithsonian Institute research centers in Washington DC.

→ [SOCIAL SCIENCE RESEARCH COUNCIL](#): scientific grant offers.

→ [THE UNIJOBS](#): international academic vacancies.

→ [THE WORLD ACADEMY OF SCIENCES](#): grants, research subsidies, scientific gatherings, prizes, awards, and opportunities for visiting scientists.

→ [UNIVERSITY AFFAIRS - CANADA](#): academic vacancies in Canada.

→ [UNIVERSITY DIRECTORY](#): international academic vacancies.

### 3. Assistance programs for scientists in exile

→ [COUNCIL FOR AT-RISK ACADEMICS](#) (United Kingdom)

→ [SCHOLARS AT RISK](#) (United States and Europe)

→ [SCHOLAR RESCUE FUND](#) (United States)

→ [PHILIPP SCHWARTZ INITIATIVE](#) (Germany)

→ [IIE SCHOLAR RESCUE FUND'S ALTERNATIVE SOURCES OF FUNDING](#): list of programs and other fellowship opportunities worldwide.

### 4. Conferences, calls for abstracts and papers

→ [ACADEMIC JOURNALS](#): list of scientific journals and calls for papers.

→ [CALL4PAPER](#): database of international calls for papers.

→ [H-NET](#): calls for abstracts, papers, conferences and other scientific events.

→ [THE CALLS FOR PAPER LIST](#): database of international calls for papers.

→ [THE JOURNAL OF INTERRUPTED STUDIES](#): Based in Oxford, The Journal of Interrupted Studies is an interdisciplinary journal dedicated to the work of academics whose work has been interrupted by forced migration.

→ [PAPERS INVITED](#): list of international calls for papers.

→ [WASET](#): list of international academic conferences.

→ [WIKI CALLS FOR PAPERS](#): list of international calls for papers.

### 5. Entrepreneurship

→ [AGENCE FRANCE ENTREPRENEUR](#): information on starting a business.

→ [BGE PaRIF](#): services for new business entrepreneurs.

→ [ENACTUS FRANCE](#): support for students setting up social entrepreneurship projects with input from industry professionals and teaching staff.

→ [ENTREPRENARIAT ÉTUDIANT](#): support for student entrepreneurs from the Ministry for Higher Education, Research and Innovation.

→ [ENTR'UP](#): find a business partner.

→ [INITIATIVE ILE DE FRANCE](#): the leading non-profit network for funding new business entrepreneurs.

→ [KOUDETAT](#): interviews, reports and lectures on entrepreneurs.

→ [LA FABRIQUE À ENTREPRENDRE](#): support with setting up a business.

→ [Le SNEE](#) (Statut National Etudiants Entrepreneurs): national student entrepreneur status allows students and recent graduates to undertake entrepreneurial projects in a PEPITE.

→ [SINGA's Finkela incubator](#): this incubator supports projects by refugees or members of host communities who want to change perceptions of migration, build bridges, and unlock the potential of the host economy.

→ [MOOVJEE](#): support for young entrepreneurs aged 18-30 with setting up a business under a mentorship scheme.

→ [PEPITE STARTER FRANCE](#): support for student entrepreneurs.

→ [RÉSEAU ENTREPRENDRE](#): support from company heads with funding in the form of interest-free loans.

→ [RÉSEAU NATIONAL DES COLLÈGES DOCTORAUX](#): doctoral entrepreneur network.

→ [STARTSQUARE](#): a meeting place for scientific innovation and entrepreneurs.

→ [START-UP CONNEXION](#): investors and researcher-entrepreneur challenge.

→ [THE SCHOOL LAB](#): support for student entrepreneurs.



For more information:

[Campus France - Research in France \(French, English, Spanish\)](#)

[Public research incubators](#)

[Innovative public research business incubators](#)

[Guide to collaboration with industry for researchers and academics](#)

[Private higher education institutions](#)

# Life in France

## Mobility and transport in France

### 1. ■ Public transport in France

Transport information for Paris and Ile-de-France (train, bus, metro, trams) is available on the [RATP](#) website. Train information is available on the French SNCF railway website [Transilien](#).

For program laureates living in Paris and using public transport, the most cost-effective option is the Navigo card, which can be topped up as required.

#### [Navigo deals](#)

Employer participation in public transportation costs is mandatory.

The employer (private or public) must pay 50% of the price of the subscription tickets subscribed by his employees for the entire journey from their usual place of residence to their place of work by means of public transport services, even if several subscriptions are necessary for the realization of this journey (train and bus for example). Also concerned are public bike rental services.

There are other systems in French towns and cities. For more information, visit town hall websites of your local region or département.

#### Assistance with transport costs, and reduced fares

The aide solidarité-transport benefit entitles you to lower fares if you receive *Couverture Maladie Universelle complémentaire* (CMU-C), RSA, Allocation de Solidarité Spécifique (ASS), or Aide Médicale d'Etat.

#### [Register online](#)

There are reduced fare Imagin'R Navigo deals for primary school children and students under 26.

#### [Register online](#)

Low-cost transport options in France include:


→ [OUIGO](#) – low-cost high-speed train (TGV) network


→ [OUIBUS](#) or [FLIXBUS](#) – low-cost bus network

→ [BLABLACAR](#) – car sharing website

### 2. ■ Driving licenses

Driving licenses issued outside the [European Economic Area](#) can be converted to French driving licenses under certain circumstances. Applications should be made at your local Prefecture.

 [List of supporting documents required depending on where your driving license was issued](#)

 **Exception: Student visa holders can drive on non-European licenses (without requirement to convert) for the duration of their stay.**

#### Financial assistance with sitting your driving test

There are low-cost solutions for sitting your driving test in France:

→ Free driving test registration as an independent candidate.


#### [Registration information](#)

→ Driving test preparation for 1 euro per day for under 25s

#### [Registration information](#)

→ Other forms of assistance are also available and can be found on the government website:

#### [Other forms of assistance](#)

 **For more information about rights and formalities relating to transport:**

[Ile-de-France](#)

[France](#)

## Mobile phones

You can take out a mobile phone contract online on the operator's website or instore. You will usually be required to provide bank details - relevé d'identité bancaire (RIB), an identity document, and proof of address.

There are phone contracts or pay-as-you-go deals (which are often cheaper). Some contracts offer a better deal on international calls. You will need to explore the different options available from operators.

#### [For further information:](#)

[Acc&ss practical guide to mobile telephony](#)

[Use a mobile phone comparison website](#)

## Culture, leisure and non-profit associations

### 1. ■ Arts and Culture

University departments with cultural connections and non-profit associations in higher education institutions (notably student associations) usually offer reduced rates for events and organize cultural activities. Scientists are encouraged to enquire at their host institutions.

[Cultural excursions in Paris and Ile-de-France](#)

The Acc&ss network offers cultural excursions for hosted researchers.

#### [Acc&ss cultural visits](#)

In Paris, organizations such as [New Paris Tour](#) and [Parisien d'un jour](#) offer free tours. The City of Paris [Kiosques jeunes](#) website

offers free tickets and reduced rates for a number of shows every day for young people under 30.

#### Cultural excursions at a national level

There are many websites offering details of cultural and arts activities in France.

For example:

The [Agenda Culturel](#) website which provides topical French cultural information.

The [Sortir](#) website allows you to search for events relating to your interests in your local area.

#### 2. ■ Access to libraries

In addition to university libraries, there are many public libraries in France where program laureates can borrow films, books, and CDs.



#### [List of libraries in France](#)

#### [List of libraries in Paris](#)

#### How do I register with a library in Paris?

Lending libraries (bibliothèques de prêt) and specialist heritage libraries (bibliothèques spécialisées ou patrimoniales) have different registration systems.

In order to register, please go to the relevant library with the following documents:

→ Lending libraries: [Registration form](#) (the form is also available onsite) and a valid identity document ([documents accepted](#)).



#### [Go to the registration form](#)

→ Specialist and heritage libraries: [Registration form](#) (the form is also available onsite), a valid identity document ([documents accepted](#)), and a passport photo.



#### [Go to the registration form](#)

#### 3. ■ Sport and leisure

#### Maisons des Jeunes et de la Culture

Maisons des Jeunes et de la Culture (MJC) offer a number of classes for adults and children (sport, arts, music and leisure).



#### [List of regional MJC federations](#)

#### [List of MJC federations and departmental and local unions](#)

#### Sports federations and associations

Sports federations and associations are another way of taking part in sports activities.

Further information about non-profit associations and sport and leisure opportunities in your town can be found at your local town hall or on its website.

#### 4. ■ Non-profit associations

Some non-profit associations such as [Singa](#) foster interaction between citizens, have a buddy system to bring like-minded people together around shared interests, and organize cultural activities.

France has a very extensive non-profit association community and this is a good way to meet new people and integrate into French society.

#### [Find non-profit associations to suit your interests](#)



#### For more information:

#### Nationally



- [Museum events in France](#)
  - [Office du Tourisme et des Congrès official tourism website](#)
  - [Ministry of Culture website](#)
  - [Ministry of Culture Guide to cultural excursions](#)
- #### In Paris
- [Que faire à Paris](#)
  - [Ville de Paris website](#)
  - [TimeOut Paris website](#)

# Helping children and partners to integrate

## Study and continuing education

French universities have a duty to extend an unconditional welcome to students irrespective of status or circumstances. Universities recognize skills and academic credentials and are not responsible for checking the administrative status of students.

### 1. ■ Advice on education and training

If you want to explore options and access information in order to resume your studies in France (applications, the French higher education system etc.), Centres d'information et d'Orientation (CIO) provide resources on higher education in France, and education and careers advisers are available onsite.

→ [CIO directory](#)

Every university has a SCUIO-IP/ SUIO (Service Commun Universitaire d'Information et d'Orientation) which offers similar services. They are open daily to all enquirers and appointments are not usually required. There are CIO centers in all regions.



[List of centers in France](#)

### 2. ■ Recognition of foreign qualifications

People who wish to pursue their studies in France can ask for their diplomas to be recognized by the [European Network of Information Centres – National Academic Recognition Information Centres \(ENIC-NARIC\)](#), even if they no longer possess their official documents. Apply online

The French ENIC-NARIC center is located at the Centre international d'études pédagogiques in Sèvres.

### 3. ■ Resuming your studies

For people who wish to pursue their education in France but do not have the BAC or equivalent, all universities offer a university access course – Diplôme d'Accès aux Etudes Universitaires (DAEU) – which requires a minimum of a B2 level in French. This diploma can be taken in 1 to 4 years maximum. It then entitles the holder to study for a university degree.



[More information](#)

Some universities offer **diplomas for exiles - D.U. FLE exilés**. These diplomas include language tuition and help with resuming one's studies.

There are alternative access programs for people in exile (French language classes, social and professional support) including:

→ Programs organized by the [RESOME](#) network (Réseau études supérieures et orientation des migrant-e-s et exilé-e-s), a student and higher education staff collective which promotes access to study and language learning for migrants. The network has numerous centers in Paris and the regions.



[Map of RESOME courses in France](#)

[RESOME practical guide for exiled students](#)

→ [Wintergreat](#) is a social start-up to get refugees' careers back on track through a support program hosted by grandes écoles.

### 4. ■ Civic Service

Civic service missions allow volunteers to sign up as volunteers in France on a mission benefitting the general public.

This service is open to people aged 16-25 who are French or legally resident in France, with or without qualifications. Missions last between 6 and 12 months and can be carried out on a full-time or part-time basis in non-profit associations or public institutions. Volunteers receive an allowance of 577€ per month.

In January 2019, the "Volont'R" service created 500 public service mission places for refugees. They include French language classes if required.



[Civic service mission offers](#)

# List of guides cited

→ [ACCUEILLIR UN SCIENTIFIQUE](#)

[ÉTRANGER](#): guide produced by the French Ministry for Higher Education and Research explaining the key steps involved in hosting a foreign scientist.

→ [GUIDE DES SORTIES CULTURELLES](#):

document produced by the French Ministry of Culture covering comprehensive practical information for preparing visits to cultural institutions.

→ [GUIDE DU DEMANDEUR D'ASILE](#)

[DU GISTI](#): multilingual guide to provide people exiled in Paris with all the information they require to begin the necessary formalities, with useful addresses and advice.

→ [GUIDE DU LOGEMENT EURAXESS](#):

guide to help researchers settling in France understand the rules relating to the rental market in France.

→ [GUIDE DU RÉFUGIÉ](#):

guide to help people who have refugee or subsidiary protection status or are stateless to understand their rights when undertaking practical formalities.

→ [GUIDE INFO EMPLOI RÉFUGIÉS](#):

guide to employment for refugees compiled by Action Emploi Réfugiés as a joint publication with Tent Partnership for Refugees.

→ [GUIDE PRATIQUE A L'ATTENTION](#)

[DES MIGRANTS](#): guide prepared by the Fondation Agir Contre l'Exclusion (FACE) to help migrants understand their rights and navigate administrative formalities when they arrive in France.

→ [GUIDE PRATIQUE POUR](#)

[LES ÉTUDIANTS EXILÉS](#): guide to resuming one's studies in France for students in exile provided by RESOME (Réseau pour les études supérieures et l'orientation des migrant.e.s et des exilé.e.s).

→ [LIVRET D'ACCUEIL BILINGUE DES](#)

[ÉLÈVES ET PARENTS ALLOPHONES NOUVELLEMENT ARRIVÉS EN FRANCE](#): bilingual guide to the French education system for non-French-speaking parents and children.

→ [LIVRET D'INFORMATION VENIR](#)

[VIVRE EN FRANC](#): booklet available in 8 languages – containing all the information required by a foreign national preparing to settle in France: French social values and administrative formalities to complete before coming to France and on arrival.

→ [SECURITY IN A BOX - OUTILS ET](#)

[TACTIQUES DE SÉCURITÉ NUMÉRIQUE](#): a guide to digital security for activists and human rights campaigners.

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