

INFORMATION BOOKLET

INTERNATIONAL STUDENTS

Some useful information:

EMERGENCY NUMBERS

From a mobile phone:

FIRE AND RESCUE SERVICE:
18 OR 112
URGENCE MEDICAL ASSISTANCE
(SAMU): 15

From a land line:

POLICE: 17



OPENING HOURS IN FRANCE



- **Shops:** 9-12 and 2-7 pm from Tuesday to Saturday
- **Supermarkets:** 8:30 am-8 pm from Monday to Saturday
- **Offices** (banks...): 9-12 and 2-5 pm from Tuesday to Saturday morning

**DIAL +33,
BEFORE CALLING A FRENCH
NUMBER**



If you want to buy a French **SIM card**, don't forget to unlock your mobile/cellphone before coming to France, it will cost less.

**Annecey is the capital
(prefecture) of the Haute-
Savoie Department**

**Chambery is the capital
(prefecture) of the Savoie
Department**

There are 12 départements
in the greater
Auvergne-Rhône-Alpes
region

HEALTH IN FRANCE

- You can go to the pharmacy if you have a minor injury and would like some advice
- You can buy some medication without prescription
- When you go to the doctor the price can vary from **25 to 26.50€**



More information page 4

CURRENT EXPENDITURES

Don't forget to draw up a specific budget for the following:
hygiene, clothing, phone subscription, university books

INTERNATIONAL EVENTS

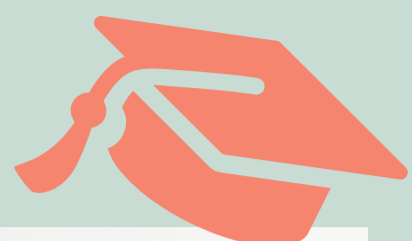
Several events are organized to facilitate integration:
"welcome party",
integration seminars...

REGISTER

COURSE REGISTRATION

The ILC Team for the international relations of your faculty will provide you with a list of all possible courses!

For students on exchange programme only



TUITION FEES

For students in an exchange program:

There are **no tuition fees to pay**, since you have paid the tuition fees in your home country (except students enrolled in very specific exchange programs).

For students who are not part of an exchange program, free mover:

You must **pay tuition fees**, as French students do. The cost depends on your study program and level.

ADMINISTRATIVE REGISTRATION

What do I need to bring to registration?

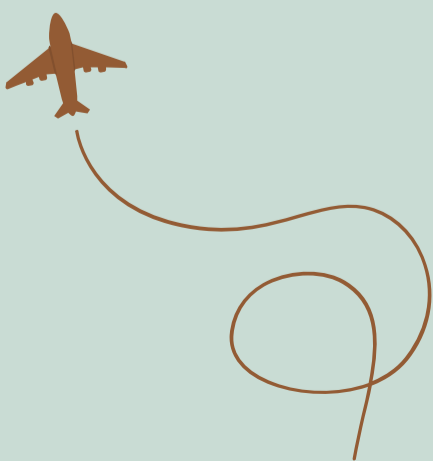
For all students:

- The certificate of completion of secondary education or a copy of latest University certificate diploma obtained (translated into French)
- Student card of your home university valid for the current year
- The USMB civil liability form
- 1 identity photograph
- Copy of identity card
- European Card of Health Insurance (free and obligatory)– ask for it in your country before coming
- Valid passport or identity card

For students coming from a countryside outside the European Economic Area:

- Passport and visa
- The students who pay the registration fees at USMB have to pay the tax named “Contribution Vie Etudiante et Campus” (CVEC)

For further information about CVEC



ACCOMMODATION IN FRANCE

Warning

Being registered at the university does not mean you will automatically get an accommodation in a student hall.

It's imperative that you find accommodation **before you** arrive in France, because by September there will be no housing available.



What service can help me in my search for accommodation?

Consult the accommodation offers in university halls of residence on the 3 university sites:

University residence (CROUS.fr) 

For students participating in an exchange program:

- You may apply for an accommodation in a university residence when you apply to the university (online application).

For students who are not part of an exchange program:

- From abroad, you can directly contact the residences, on the "crous" web site, accommodation category.

What type of housing assistance can I apply for?

Attribution depends on the characteristics of **your accommodation and your personal situation**.

- To estimate the amount or apply: CAF.fr 

Some documents are required:

- A statement from your landlord attesting your lease
- Full bank account details. This subsidy can only be transferred on a French bank account.
- A certified translation in French of your birth certificate
- **If you are from a country in the European Economic Area:** a national identity card or family record book or a passport or residence permit
- **If you come from a country outside the European Economic Area:** a currently valid residence permit (carte de séjour)



Did you know?

Renting an accommodation in France includes a number of obligations:

- To pay for a guarantee (approximately one month's rent)
- An insurance policy for renting a property (obligatory)
- The rental agency or landlord can request a rental guarantor

In France, it is possible to ask the French government to act as a guarantor when renting an accommodation.

This free service is called "VISALE".

The DRI (Direction des relations internationales) can help you with your inquiries and answer any questions you may have.

Find all contacts here



More information about VISALE



All about renting in France



THE PREVENTIVE MEDICINE DEPARTMENT OF THE UNIVERSITY

You can make an appointment with our nurses, doctors and psychologists:

- Anancy le Vieux campus – Nursery at la Ferme du Bray

Contact: medecine.preventive-annecy@univ-smb.fr

+33 (0)4 50 09 24 33

Disabilities unit: If you have some health difficulties or disabilities: **before coming to the university**, contact the Preventive medicine department and also the disabilities unit to evaluate your needs in terms of studies and exams flexibility.

Contact: mission.handicap@univ-smb.f

SOCIAL SECURITY

- **Students from a member state of the European Economic Area:**

Before your arrival, apply for your **European Card of Health insurance** from your affiliated national health insurance provider.

This card is free and compulsory for you to register at the University.

When you visit a doctor, part of the consultation is reimbursed by social security (70%). We strongly advise you to subscribe a supplementary health insurance.

- **Students from outside the European Economic Area:**

If you are below 28 years old: you have to affiliate to the French students social security, before your registration at the university on the website [AMELI](https://www.ameli.fr).

If you are over 28 years old: health insurance is obligatory but you cannot affiliate to the French students social security.



**Government website
for the health of
international students**

COMPLEMENTARY INSURANCE

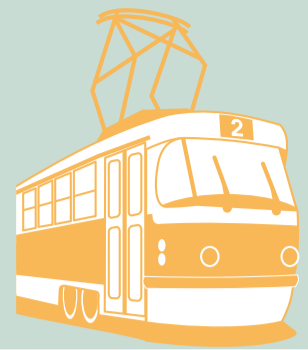
We advise all students to buy a complementary insurance to cover all their health expenses, especially in case of hospitalization. This is not obligatory but highly recommended. Without this covering, the costs remaining at your charge can be very high.

PLAN YOUR TRIP AND ARRIVAL

TRANSPORTATION

Various means of transport are available

- **Plane** (Geneva and Lyon are the closest airports)
- **Coach shuttles** – connect airports to Chambéry and Annecy cities (Information and booking online)
- **TGV** – The high-speed rail services (Annecy is well served by the TGV)



TICKETS

Warning

Check with your faculty **before** booking your tickets.

Vacations:

In France, vacation dates change every year.

School calendar:

The academic year starts at the beginning of **September** and ends at the end of **June**.

For more detailed information, please contact your department.



It will be beware! For you to regularize your situation once you have arrived in France if all you have is a short-term (tourist) visa. Be fully informed **before departure**.




RESIDENCE PERMIT AND VISA

For citizens of the European Schengen Area:

- A valid passport or identity card

For non-citizens of the European Schengen Area:

- Be fully informed about conditions of entrance and residence on the French territory, especially for obtaining your visa (contact Campus France or the French embassy in your country of origin).

Students who do not come from the European Schengen Area must have a long-term visa (VLS-TS). **Within the three months following your arrival in France, your visa must be validated online** at : gouv.fr 

Some documents are required:

- Visa number
- Start and end date of validity of the VISA
- Mention on the VISA
- Address in France
- Date of arrival in France



ONCE ON SITE

GETTING AROUND ANNECY

- The **Sibra** public transport network can be used (in and around Annecy)

Subscription – Students prices
23.60 €/monthly, **156 €**/year

- **Bicycle** rent

Subscription – Students prices
60 €/year

- **Train**

Online subscription: [sncf.com](https://www.sncf.com) 

NEED INFORMATION?

- **Office B251**
Tuition service

Monday to Friday
8am to 12.30pm,
1pm to 4.30pm.

You will receive:

- A student pass
- An intranet account

This will enable you to eat at the uni restaurants (Resto'U), borrow or scan documents in the library.

More information



What can I find on a campus?

- A student life and campus service (SVEC)
- A preventive medicine department and a social office
- An International Relations office
- A contact point for students with disabilities
- General administration and course registration offices

- University restaurants
- University residences
- A university library
- Sports facilities
- Wifi access

For athletes:



There's a **sports services** on campus! But beware, there are many applications for few admissions.

THE NEWS

Do not hesitate to follow us on social media.

So we can keep you up to date with all the latest news and events!



Follow us with a click!

STUDENT ASSOCIATIONS



Inter-BDE: The student Office is an association only made of students from the same school. They organize extra-curricular activities.

There are a lot of diverse student associations on the campus.

It's a great way to meet new people!

IMPROVE YOUR FRENCH

French courses by ACCENTS, the language center of USMB.

Contact:

accents@univ-smb.fr

FOREIGN LANGUAGES UNIT


Learn other languages with the language unit.

Contact:


pole-langues.iut-acy@univ-smb.fr

Stay informed about upcoming events in Annecy!

An association offering a calendar of all upcoming cultural events: cinema, music, arts, comedy...

 annecyculture.fr

With “**La mission culturelle**”, take part in workshops, attend concerts on campus, or benefit from preferential rates for events, concerts and plays !

 univ-smb.fr
mission.culturelle@univ-smb.fr

Info Jeunes Annecy is the place to be for all young people seeking information on **student life**: studies, training, sports, activities... and to find out about all the city's **youth programs**.

Info Jeunes Annecy
+33 (0)4 85 46 77 30
infojeunes@annecy.fr



Located in **Bonlieu** cultural center

- Monday (closed)
- Tuesday and Thursday 1:30 pm - 6 pm
- Wednesday 1pm-7pm
- Friday 10am-4pm
- Saturday (1st of every month) 10am-1pm

TRADITIONAL CULTURAL ACTIVITIES

“La Descente des Alpagnes”

- When? In October
- The descent marks the end of summer and the return of the herds to the valley, as autumn approaches. A parade is organized in Annecy city center.

“Les médiévales d’Andilly”

- When? In June
- This event is synonymous with a return to the Middle Ages, with jousting and knightly combats.

CULTURAL ACTIVITIES


The International Animation Film Festival (MIFA)

- When? In June
- For one week, Annecy becomes the animation capital of the world. For the occasion, many films are previewed.

Italian Film Festival

- When? In September/October
- All kinds of films are shown in their original version.

Bonlieu Cultural Center

- Access to a wide range of shows: theater plays, concerts, dance, exhibitions, etc.
- bonlieu-annecy.com 



SPORTS ACTIVITIES

In Winter: Skiing, snowshoeing, snowboarding, ski touring.

Where? La Clusaz, Le Semnoz, Le Plateau des Glières...

In summer: running, swimming, walking, rafting, hiking, cycling, climbing, canoeing...

Don't hesitate to take a look at our choice of sporting activities

annecy-ville.fr



KEY CONTACTS



Administrative support ILC Team

Nadia Benziane & Jeremy Machy

Contact:

ilc-admin.iut-acy@univ-smb.fr

Pedagogy

In charge of Bachelor of Technology exchange programmes.

Carole Cretinon (TC, GEA, CGE3S)
&

Stéphanie Vibrac (GEII, GMP, IT, MPh, QLIO)

Contact:

stephanie.vibrac@univ-smb.fr

carole.cretinon@univ-smb.fr

The welcome center

Reception and incoming mobility coordinator, particularly for exchanges.

Séverine Quilliet

Contact: incoming.students@univ-smb.fr