

# CHECKLIST

## OF THE STEPS TO TAKE UPON ARRIVAL

10 steps to take upon arrival in France to settle in well and enjoy your stay!

You will find the details of these steps and procedures on the 'Practical guide for international students': [international.univ-grenoble-alpes.fr/english/>Resources>Welcome pack](https://international.univ-grenoble-alpes.fr/english/>Resources>Welcome%20pack), and more information on the UGA international website: [international.univ-grenoble-alpes.fr/getting-organized/](https://international.univ-grenoble-alpes.fr/getting-organized/)

### □ GETTING INTERNET ACCESS UPON ARRIVAL

Wi-Fi is available in airports, airport buses, cafés, and in the city center.

Pre-paid sim cards are sold in post offices and tobacco shops.

### □ ENTERING MY ACCOMMODATION

- Sign the two copies of my rental agreement ('bail').
- Subscribe to a housing insurance with a student insurance company ('mutuelle étudiante'), a bank, or an insurance company.
- Do the entry inventory ('état des lieux d'entrée') with the owner and get my keys.

### □ OPENING MY BANK ACCOUNT

- Check if my bank in my home country has a partnership with a French bank.
- Prepare my documents: proof of identity, proof of address, and proof of student status if I am already registered.
- Choose my bank and make an appointment at an agency to open my bank account.

### □ CONCLUDING CONTRACTS FOR WATER, ELECTRICITY, AND INTERNET

- Choose my providers for electricity, water, and gas if needed.
- Choose my internet provider.

**Good to know:** most student residences already include these charges in the rent. Check with your student residence.

### □ TAKING OUT CIVIL LIABILITY INSURANCE

- Check whether my housing insurance already includes a civil liability insurance ('responsabilité civile vie privée').  
If not, get it from a student insurance company ('mutuelle étudiante'), a bank, or an insurance company.
- Print my insurance certificate, which will be required for my administrative registration at university.

### □ REGISTERING AT UNIVERSITY

- If it applies to my situation, obtain my CVEC attestation: [www.campusfrance.org/en/>Getting Organised> CVEC](http://www.campusfrance.org/en/>Getting%20Organised>CVEC)
- Validate my **administrative registration** with the 'service de scolarité' of my host faculty or school.
- Pay for the registration fees if it applies to my situation, and get my student card.
- Complete my **academic enrollment** (choice of courses, options...)

### □ REGISTERING FOR HEALTH INSURANCE ('SÉCURITÉ SOCIALE')

- Check on <https://etudiant-etranger.ameli.fr/#/> if it applies to my situation.  
If it does, I follow the registration procedure, and will obtain my provisional social security number.
- Complete my file to later obtain my definitive social security number and my medical card 'carte Vitale'.

### □ SUBSCRIBING TO A COMPLEMENTARY HEALTH INSURANCE ('MUTUELLE')

Social security covers only part of the medical expenses.  
To be better reimbursed, subscribe to a complementary health insurance from an insurance company ('mutuelle étudiante' for example).

**Good to know:** If I have a limited budget, and am registered with French state health insurance, I can apply to the 'Complémentaire Santé Solidaire' from the CPAM.

### □ APPLYING FOR HOUSING ALLOWANCE

If I am staying in France for more than 3 months, I can ask for a financial help to pay for my rent at the CAF ('Caisse d'Allocations Familiales').  
[www.caf.fr/](http://www.caf.fr/)

### □ VALIDATING MY VISA OR APPLYING FOR A RESIDENCE PERMIT

Follow the procedure that corresponds to the type of my visa: [international.univ-grenoble-alpes.fr/getting-organized/> Visas](https://international.univ-grenoble-alpes.fr/getting-organized/>Visas) and residence permits

**Good to know:** This procedure must be completed within 3 months after my arrival.

If I still have a question, I can contact the

**International Students & Scholars Office - ISSO**

In Grenoble: [isso@univ-grenoble-alpes.fr](mailto:isso@univ-grenoble-alpes.fr)

In Valence: [isso-valence@univ-grenoble-alpes.fr](mailto:isso-valence@univ-grenoble-alpes.fr)