

EXCHANGE STUDENT HANDBOOK

2025-2026



WELCOME NOTE

Welcome to Paris!

Dear Exchange Students,

We're so excited to welcome you to ECE, Sup de Pub, and HEIP!

You've just stepped into an incredible adventure in one of the world's most inspiring cities. Whether you're diving into engineering at ECE, exploring creativity and communication at Sup de Pub, or delving into political science and international relations at HEIP, we're thrilled to have you join our community.

This journey will challenge and inspire you in ways you probably can't imagine for now, and it's a chance to grow, connect, and create memories that will last a lifetime.

We're here to support you every step of the way, and we hope Paris quickly becomes your second home.

Welcome aboard — we can't wait to see all the amazing things you'll do!

Warmly,

François Mahé
Incoming Coordinator
ECE, HEIP, Sup de Pub



WHAT'S INSIDE

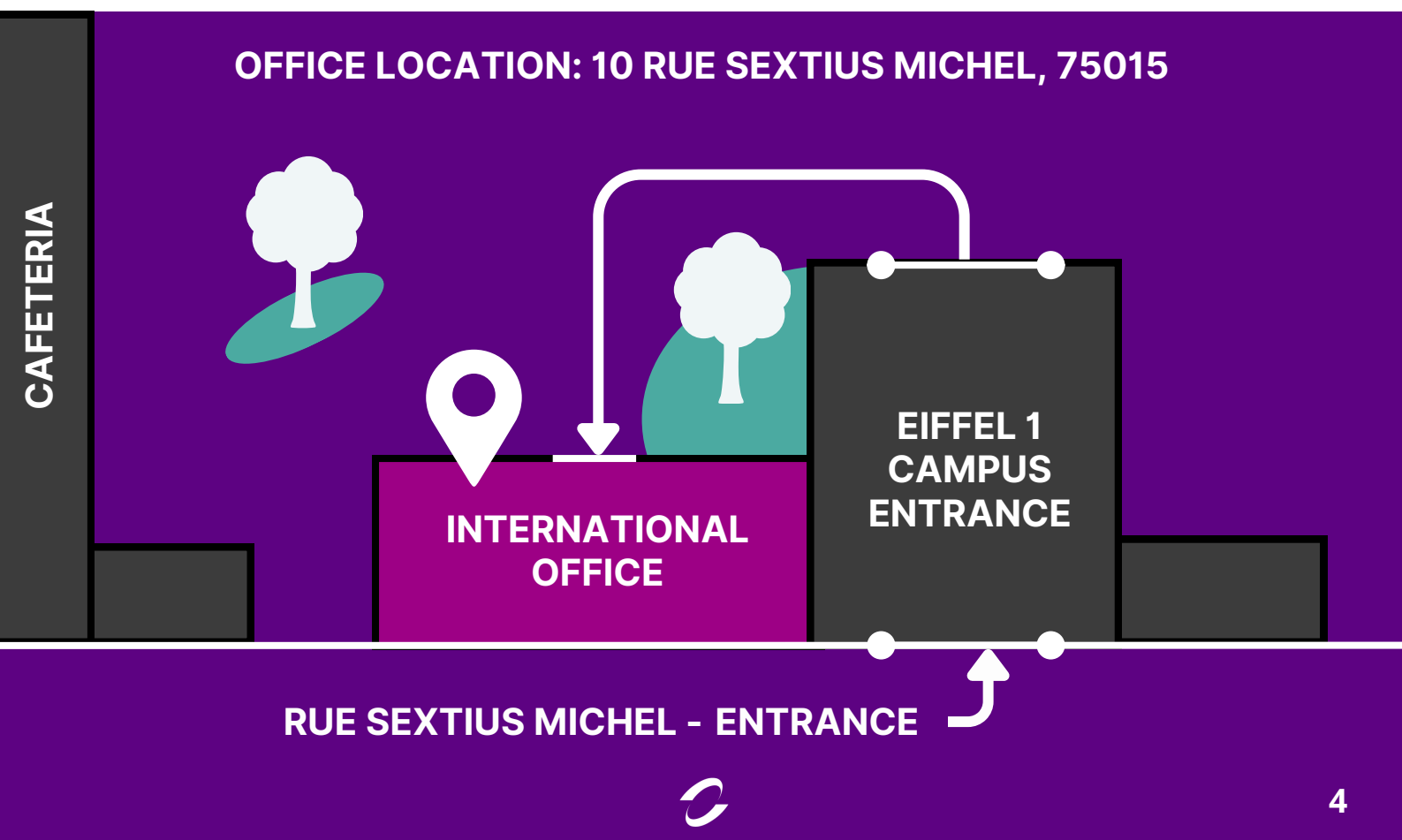
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1. INTERNATIONAL OFFICE – YOUR FIRST POINT OF CONTACT

The International Office serves as the main point of contact for Exchange Students. All International Relations Teams across the campus are based in the same office, ensuring that you receive prompt assistance with any inquiries related to Paris or your program.

Our office hours are typically from 9 AM to 6 PM. However, as we often have meetings, we encourage you to **email us in advance before visiting.** You are also welcome to **stop by during designated times, when our team has reserved specific slots to answer your questions and provide support.**



THE INTERNATIONAL RELATIONS TEAM

François MAHÉ
Incoming Coordinator
ECE, HEIP, Sup de Pub



Ana BARBARIC
Head of International Relations
ECE - Engineering School

Lou COURJAN-KOMPF
Head of International Relations
HEIP, Sup de Pub



Claire CHABAUD
Welcome Desk Officer

2.ABOUT OUR SCHOOLS



Founded in Paris in **1919**, by naval officer Eugène Poirot - ECE or École Centrale d'Électronique is a prestigious private Graduate School of Engineering **at the forefront of digital and technological education**. Its programs combine scientific excellence with communication, languages, and management, aligning with industry needs.

With **43,000 students** across its 5-year Engineering Programs and Master of Science offerings, ECE is a **hub of innovation and global ambition, affiliated with leading educational organizations**.



Founded in **1986** by leading communication experts Bernard Brochand, Jacques Lendrevie, and Jacques Séguéla, Sup de Pub has been **at the heart of the advertising, communication, creative design, marketing, and digital industries for nearly four decades**.

With industry-experienced professors, cutting-edge programs, and strong ties to the professional world, Sup de Pub ensures students stay **ahead of trends and develop the skills employers seek**. Events like **masterclasses, competitions, and fashion shows, along with a powerful alumni network, provide invaluable career opportunities**. As a proud member of EDCOM, a network of 14+ countries, Sup de Pub promotes best practices and cultural diversity in communication education.



Founded in **1899** by Jeanne Weill, known by her pen name Dick May, HEIP – Hautes Études Internationales & Politiques has been **a pioneer in political science and international relations, preparing students to navigate global complexities.**

With a strong foundation in innovation, academic excellence, and international perspectives, HEIP equips students with **the tools to analyze, understand, and influence a constantly evolving world.** Its programs, taught by industry experts, combine **theoretical depth with real-world applications**, ensuring graduates are ready for impactful careers.

Rooted in its core mission to **educate enlightened citizens**, adapt to global challenges, and train accomplished professionals, HEIP remains a key player in shaping future leaders in politics, diplomacy, and international affairs.

All of our schools are part of the **OMNES Education group**, a leading private higher education institution in France. This prestigious group includes 15 schools across 19 campuses, with 7 located in France.

As an exchange student, you'll benefit from a **tailored support system to help you adjust to life in Paris.** From the moment your home university nominates you, our experienced team will assist you to ensure a positive and fulfilling experience.

We offer various services to ease your transition, including **help with visas and accommodation.** Our **partnerships** with housing, banking, and insurance services provide **exclusive discounts** and options tailored to your needs. Additionally, we organize **social events** to foster connections and help you immerse yourself in campus life, allowing you to build friendships and expand your network.

3. GETTING AROUND THE EIFFEL CAMPUS

• THE NEAREST PUBLIC TRANSPORTATION STOPS AROUND CAMPUS



• Metro Line 6
Bir-Hakeim or Duplex



• RER C
Champ-de-Mars



• Metro Line 8
La Motte-Picquet Grenelle



• Bus 42
Rue Rouelle

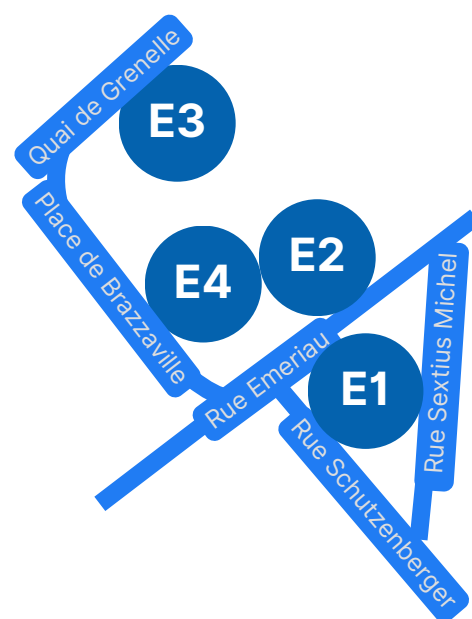


• Metro Line 10
Charles Michels

• THE EIFFEL CAMPUSES

Most of your classes, as well as the staff of your host school, **are based on the Eiffel 1 (E1) campus**. However, **you may also have some classes on the other Eiffel campuses**, all located within the same block.

Here is how to spot them in your timetable and where they are precisely located:



E1

Classrooms beginning with **Eiffel 1 (E1)**
EM or SC. EM = West wing- 10 rue Sextius Michel - Paris 75015
SC = East Wing

E2

Classrooms beginning with **P** **Eiffel 2 (E2) - Pollux Building**
37 quai de Grenelle - Paris 75015

E3

Classrooms beginning with **C** **Eiffel 3 (E3) - Castor Building**
37 quai de Grenelle - Paris 75015

E4

Classrooms beginning with **G** **Eiffel 4 (E4)**
43 quai de Grenelle - Paris 75015



- **EXAMPLE OF A CLASSROOM AND HOW TO LOCATE IT**

EM405



Indication of classroom location in the corridor
Indication of floor (0 = ground level)
Indication of building

- **EIFFEL 1 - KEY LOCATIONS**



EM classrooms access

International Office

Cafeteria
Campus Entrance/Exit
SC classrooms access



• 4.CAMPUS LIFE AND GENERAL INFORMATION

• ATTENDANCE

Attendance is mandatory for all classes. All students in the program must be present in class at all times and at all assessments. Attendance is checked and may have an impact on the overall grades of the students. Attendance is checked at the beginning of each course using the “**So We Sign**” platform.

• ABSENCES

Students are allocated absence credits (15 in the Bachelor's and Licence cycle, 20 in the Master's cycle), valid for each semester (unused credits cannot be carried over to the following semester) to allow them to be absent without any justification to the school administration.

These credits are used for events such as:

- Illness
- Interview related to internship search
- Administrative summons (e.g., driving test, driver's license exam)
- Public transportation strike etc.

Submitting a justification for these situations does not result in the restoration of absence credits.

One absence credit allows the learner to be absent from one class (including tutorials and practicals), regardless of its duration.

The following reasons do not impact the absence credit quota:

- Hospitalization or long-term illness (justified by a hospital admission note or medical certificate)
- Exceptional family event (justified by an official document)
- Military summons such as "defense and citizenship day" (justified by an official document)
- Summons to the prefecture for mandatory administrative procedures for international learners (justified by an official document)

Other reasons, subject to the discretion of the pedagogical department: for example, learners benefiting from educational adjustments obtained from the COMASCO (School Adjustment Commission).

- **LATENESS**

Any latecomer, once the course has started for ten minutes, will be refused entry to the course (including projects and practical work) and will be considered absent from this session, whether it is held remotely or in person. The sanction for the late arrival of the Learner before the ten minutes mark is at the discretion of the teacher.

- **ASSIGNMENTS**

There will be some assignments and projects given during the program. All students must complete the given assignments and projects to receive a final grade for the program. The detail assessment of the courses will be explained by the instructors at the beginning of each course.

- **FINAL EXAMINATION**

Each course will include a final examination either in the form of written examination or in the form of an oral presentation. Students must successfully complete the final examination in order to complete the course.

- **PLAGIARISM AND CHEATING**

Fraud, attempted fraud, plagiarism or any form of cheating is taken as great offense according to each school policy. These cases will be treated case by case and will be considered by a Disciplinary Committee. Suspensions from the course may be taken according to the regulations.

• 5. FRENCH BANK HOLIDAYS

On French public holidays, schools, universities, banks, government offices, and most shops are closed. Public transport generally runs on a reduced or Sunday schedule. Restaurants and some businesses in tourist areas may remain open. When a holiday falls on a Tuesday or Thursday, many French people take a “bridge day” (pont) to enjoy a long weekend, so closures can extend further.

FRENCH PUBLIC HOLIDAYS	
All Saints’ Day	November 1
Armistice Day (1918)	November 11
Christmas Day	December 25
New Year’s Eve	January 1
Easter Monday	April 6
Labour Day	May 1
Victory in Europe Day	May 8
Ascension Day	May 14
Whit Monday	May 25
Bastille Day (National Day)	July 14
Assumption	August 15

• 6. VISA, IMMIGRATION, AND STAY IN FRANCE

• FOR EUROPEAN STUDENTS

If you are from a European Union country, and your country is part of the Schengen area, you do not need to apply for a visa to study in France, your passport will be enough.

Please note that if you have a special status and hold a residence permit from your country of residence, we advise you to contact the French consulate or embassy closest to your town to find out whether a visa is required and what steps need to be taken. However, if you wish to stay for more than 90 days in another country from the Schengen area, a visa will be required in most cases.

Check your status on France Visa - Link below.

You will find all information you need to prepare your stay in France.

• FOR NON-EUROPEAN STUDENTS

It is your responsibility to obtain your visa in due time and gather the necessary documents to apply. However, we have a number of resources to help you in this process! Feel free to read them carefully.



APPLICATIONS AND PROCEDURES - VISA AND RESIDENCE PERMITS
OMNES WELCOME GUIDE

[HTTPS://WWW.OMNES-INTERNATIONAL.COM/EN/WELCOME-TO-FRANCE/PRACTICAL-GUIDE/APPLICATIONS-AND-PROCEDURES-VISAS-AND-RESIDENCE-PERMITS/](https://www.omnes-international.com/en/welcome-to-france/practical-guide/applications-and-procedures-visas-and-residence-permits/)



FRANCE VISA
OFFICIAL FRENCH VISA WEBSITE
[HTTPS://FRANCE-VISAS.GOUV.FR/EN/](https://france-visas.gouv.fr/en/)

TIP - NEED HELP WITH VISA APPLICATIONS?

Studely makes it easier for you to prove your financial resources when applying for a visa.

Get a 30€ discount with code OMNES30.

[Click here or Scan QR Code to learn more](#)



• 7. HEALTHCARE IN FRANCE

• FOR EUROPEAN STUDENTS:

All European Union citizens must be covered by their country health insurance and must have their **European Health Insurance Card (EHIC)**.

• FOR NON-EUROPEAN STUDENTS:

Since September 2018, non-European student in academic mobility in France can benefit from the French Health and Social security service (Assurance Maladie or CPAM) for free. You must register online on this **website**.



SOCIAL SECURITY REGISTRATION

[HTTPS://ETUDIANT-ETRANGER.AMELI.FR/#/](https://etudiant-etranger.ameli.fr/#/)

Before registering, you must have these required documents:

- A proof of registration for the current academic year (Acceptance letter of our school)
- A proof of identity (Passport)
- A student visa (if applicable)

Additional documents will be required to complete your Social Security registration and obtain your final entitlement certificate:

- A birth certificate showing your parents' information authenticated by a legible stamp.
- A residency permit ("titre de séjour") (if applicable)
- A bank information ("RIB") from your French bank account in order to be quickly refund from the money you will spend in medical expenses (physicians, drugs, etc.)

However, this health coverage does not protect you from the following expenses:

- Third party liability abroad
- Medical repatriation
- Repatriation of the body

Before getting to France, **you must purchase an international insurance covering these expenses, it is mandatory and provide proof of such insurance to our school.**



TIP - NEED HELP FINDING COVERAGE?

HEYME covers your healthcare and your everyday life during your stay in France

Get a 15% discount with code OMNES-15.

[Click here or Scan QR Code to learn more](#)



• DOCTORS AND PHARMACIES AROUND CAMPUS

1. Choose a Referent Doctor (Optional, but recommended)

Bring your French Social Security certificate to your appointment. If it's your first visit to that doctor, ask them to become your "médecin traitant" (primary doctor). To do this, fill out the "Déclaration de choix du médecin traitant" — available from the doctor or [online](https://www.ameli.fr/fileadmin/user_upload/formulaires/S3704.pdf).



DÉCLARATION DE CHOIX DU MÉDECIN TRAITANT

[HTTPS://WWW.AMELI.FR/FILEADMIN/USER_UPLOAD/FORMULAIRES/S3704.PDF](https://www.ameli.fr/fileadmin/user_upload/formulaires/S3704.pdf)

- ✓ Important:
 - This form must be completed during your first appointment.
 - If not, you'll only be reimbursed 30% instead of 70% by French Social Security.
 - If you have international insurance, check with them for additional reimbursement.

2. Ask for a "Feuille de soin"

This is a brown reimbursement form the doctor gives you. Send it to CPAM (French Health Insurance Office) to get reimbursed.

Doctors Near the School

<u>General Practitioners</u> <u>(GPs)</u>	<u>Dentists</u>	<u>Ophthalmologists</u>	<u>Pharmacies Nearby</u>
Dr BARRO-LECOMTE Françoise 28 Rue Viala – 75015 Paris ☎ +33 1 45 77 38 29	Dr TROUPEL Jean Marie 13 Rue Nélaton – 75015 Paris ☎ +33 1 45 77 25 85	Dr STAGEL Michèle 4 Rue Robert de Flers – 75015 Paris ☎ +33 1 45 79 00 79	Pharmacie Grenelle Tour Eiffel 63 Bd de Grenelle – 75015 Paris ☎ +33 1 45 79 18 51
Dr MAGNIER Bertrand 12 Rue Paul Hervieu – 75015 Paris ☎ +33 1 45 75 81 48	Dr KARAA Raymond 47 Bd de Grenelle – 75015 Paris ☎ +33 1 45 79 12 29	Dr LOY Françoise 22 Rue Rouelle – 75015 Paris ☎ +33 1 45 78 61 67	Pharmacie du Théâtre 42 Rue du Théâtre – 75015 Paris ☎ +33 1 45 77 15 65
Medical Center: Études et Santé 12 Rue Viala – 75015 Paris ☎ +33 1 53 95 30 01	Dr ESTRADE Dominique 39 Quai de Grenelle – 75015 Paris ☎ +33 1 45 77 33 59	Dr NGUYEN KIM Pauline 48 Rue Lacordaire – 75015 Paris ☎ +33 1 40 60 00 60	Aprium Pharmacie Océane 19 Rue de Lourmel – 75015 Paris ☎ +33 1 45 78 86 18

• HOW TO BOOK AN APPOINTMENT WITH DOCTOLIB

Since the Covid-19 period, the most common way to book any type of doctor's appointment in France is through an app called **Doctolib**. Here is a quick step-by-step to register and book your first appointment on the platform:

Register on the platform (make sure to enter your country indicator in the phone number field), if you are not able to receive a confirmation text, **choose the validation call option** which works best with foreign numbers (you will receive an automatic phone call with numbers in French - you may need help from us or a French friend to decipher this confirmation code).

Once you are logged-in, go to the homepage, and specify the **type of doctor** and the **preferred location** (entering Paris is advised to see all availabilities if you need to see a doctor quickly). You will see a list of all available doctors with their next available appointments. You are able to **filter** by **payment** (card if you prefer) and **spoken language** (English if you prefer).

Choose a doctor by clicking on their name, choose the time slot, confirm your choice, then you may be asked the following:

- If you ever had an appointment with that doctor - answer **no**
- The **reason** for the visit (from the list) to confirm your personal details. You will probably need to select "**Première consultation**" (first appointment) or "**Consultation de médecine générale**".
- If you want an **online** (en vidéo) or **in-person** appointment (au cabinet)

Tip: Make sure to **check the Google reviews** of the doctor you are booking to see if they are trusted or not. **Avoid booking** if the reviews are consistently bad. Be patient and trust the process!

Choose either **your profile** if already filled-out previously or "**Pour moi**" (for me) to specify who is attending the appointment. **Confirm appointment**, you will then receive a confirmation email or/and text. Make sure to attend on time **or cancel if not**.

Note: Remember to **keep all receipts given by the doctor** if you want to submit a reimbursement request to your insurance. Ask for a "feuille de soins" if you're not yet in the French healthcare system

Doctolib

**Book appointments
24/7 with thousands of
healthcare professionals**



TIP - WHEN TO BOOK YOUR APPOINTMENT

If you're feeling unwell, try booking an appointment first thing in the morning — many doctors open new same-day slots early in the day. You might be able to see someone within just a few hours!

<https://www.doctolib.fr/?locale=en>

• MENTAL HEALTH RESOURCES

Because your well-being and mental health are our priority, get free access to our **EUTELMED** partner service - including;

- articles and webinars on well-being
- a self-assessment center
- a 24/7 helpline in 50 languages with a psychologist by phone or chat.

EUTELMED

<https://caring.eutelmed.com/login/code>

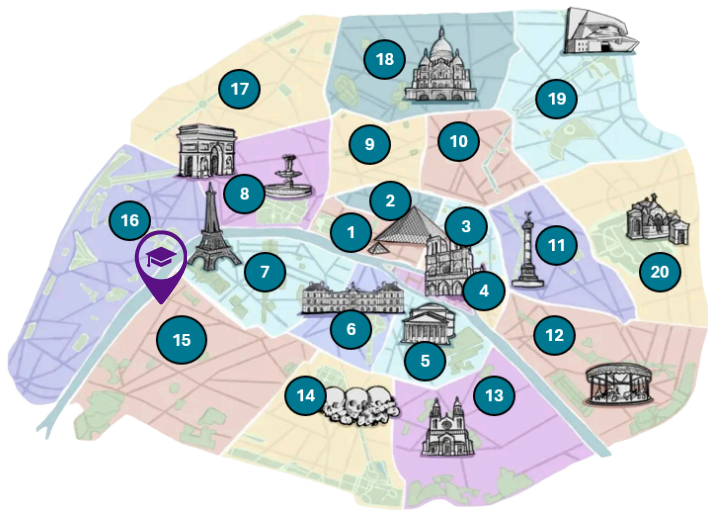
ACCESS CODE

OMNESEDUCATIONSTUD21

eutelmed



• 8. ACCOMMODATION IN PARIS



Finding accommodation in Paris is quite challenging and expensive. In order to help you choose the most suitable option, here are some important information and tips. Please note that the list of housing options is not following any order of preference, also note that you are completely free to choose other options. **OMNES Education shall not be liable in the event of a dispute.**

1. Housing Options for International Students

In this guide, we listed some trustworthy options. This is only to help you. The OMNES Education group does not take any commission by promoting them. You will find basic information (website, price, contact etc.). You will also find the steps you need to follow once you have made up your mind on which option suits you best.

Please note that all placements are on a “First come first served” basis, thus within the limit of the number of places available! We recommend students **to wait until their admission is officially confirmed before confirming any reservation payment. Payments are to be made directly to the residence or agency.**

Feel free to contact us for any other information.

Tip: Everyone's in the same position! Patience and time are the keys to success.

• **Where should I live?**

Paris is a large and dynamic city with a wide variety of neighborhoods and attractions to explore. It is important to keep in mind that **distances between locations can be significant**, and travel within the city often requires time and planning (a typical commute from home to work is usually 30 minutes). However, Paris benefits from an extensive and efficient public transportation network, making it relatively **easy to navigate the city by metro, bus, or tram.**

Here are some districts, that are close to the campus:

- **Paris:** 14th, 15th, 16th, 7th, 8th arrondissement
- **Outside of Paris (Surbubs):** Boulogne-Billancourt, Issy-les-Moulineaux, Vanves, Montrouge, Malakoff

- **HOST FAMILIES**

Homestay is certainly the best housing option for international students who wish to learn about French culture, a day to day living, practicing your French in a non- structured environment, in addition to your French language lessons.

Budget: 700€ to 1050€ per month including breakfast and lunch/dinner

www.francestay.com

www.homestay.com

- **SHARED APARTMENTS (COLOCATION)**

These are some websites where you will find ads of shared apartments. We also recommend students to look for Facebook student groups where a lot of ads are gathered and where it is generally easier to get in touch with the landlords/owners of the apartment.

www.lacartedescolocs.com

- **RENTING A STUDIO/ONE-ROOM APARTMENT**

You can ask for a real estate agency to help you find an accommodation in Paris, but you will need to pay the service, generally 50% of the rent value. You can also look for an accommodation through different websites and app:

www.seloger.com

www.pap.fr

www.housinganywhere.com

www.bienici.com

TIP - NEED HELP FINDING HOUSING?

Check our **dedicated webpage** made by our international team online to see our housing partners, read dos and don't, **how to avoid housing scams** and more.



[Click here or Scan QR Code to learn more](#)

• RESIDENCES

NEXITY STUDEA

<https://www.nexity-studea.com/>



CANVA LA DÉFENSE

<https://omneseducation.studapart.com/fr/residence/2948>



ECLA VILLEJUIF

<https://omneseducation.studapart.com/fr/residence/2785>



YUGO - GRANDE ARCHE

<https://omneseducation.studapart.com/fr/residence/1571>



AEPP

<https://www.aeppresidence.fr/>



ESTUDINES CLOS

<https://www.estudines.com/uk/student-housing-paris-ile-de-france/paris/clos-saint-germain-residence>



ESTUDINES ST-MANDÉ

<https://www.estudines.com/uk/student-housing-paris-ile-de-france/montreuil/st-mande-residence>



FAC HABITAT

<https://www.fac-habitat.com/en/student-residences>



• TEMPORARY ACCOMMODATION

www.airbnb.com

www.hostelworld.com

www.hostelz.com

EVERYTHING YOU NEED TO KNOW ABOUT SIGNING A LEASE

To rent an accommodation in France, you need a **guarantor** ("garant"): usually it is someone paying taxes in France or your parents giving proof of their salary to secure payment of your rent. If you have no guarantor to secure an accommodation, you can ask for VISALE (www.visale.fr)



GETTING A VISALE GUARANTOR - TUTORIAL



When setting your rental contract, you will be required to pay:

- Administration fee (no refundable) usually one extra month of your rent
- Deposit (one month of rent refunded within two months after your departure date if no damage in your flat)
- First month of rent

- **Electricity Account (EDF) – only for individual or shared apartment**

When you will have found a suitable accommodation, you will have to open your electricity account (EDF) yourself. Upon your arrival, you will have to check the electricity meter number in your apartment and call the electricity company (EDF) at +331 42 23 30 10 (only in French, you may ask help from your Buddy).

To open your electricity account, you need:

- 1.The rental contract
- 2.Name of the last tenant
- 3.Last recorded meter number
- 4.Your French bank account information (Relevé d'Identité Bancaire / RIB)

- **Contract dates**

Please note your “rental agreement” contract dates are fixed and can’t be changed. Once the contract is signed, the full duration of the contract must be respected and paid.



TIP - NEED HELP FINDING HOUSING?

The whole Studapart team is ready to help you!

[Click here or Scan QR Code to learn more](#)



ONLY FOR YEAR-LONG STUDENTS

HOUSING SUBSIDY (APL) AND HOW TO APPLY

Any student with no regards to their nationality may be eligible to the French government housing subsidy called **Aide Personnalisée au Logement** (APL), provided by the Caisse d'Allocations Familiales service (CAF).

Note: Non-European students need to hold a **long-term visa** to be eligible to this aid. **Also, please note that process can take up to 2 to 3 months.** OMNES Education shall not be liable in the event of a dispute or misunderstanding.

- **Housing subsidy (APL)**

International and EU students in France may be eligible for a monthly housing subsidy, but it is not automatic. This financial aid, usually between €80 and €200, helps cover part of your rent in a student residence, shared flat, or private rental.

The requirements are:

- Type of housing: individual studio or apartment with your name on official housing contract
- Having a French bank account (to be able to receive the bank transfer)
- Having a French health insurance or European Health insurance card for EU citizens
- Having applied for the OFII or for Temporary Residence permit ("carte de séjour") if applicable

Please note that housing subsidies only start from the month following your online application, not from the date you move in. The first payment usually arrives about one to two months later. Therefore, we strongly advise you to apply as soon as you move into your apartment.

- During the orientation, we can assist you with your application documents.
- Please note that we can send APL applications if you want to and can advise with the APL online application process.



TIP - NEED HELP WITH ONLINE APPLICATION?
Check the step-by-step tutorial made by CAF

[Click here or Scan QR Code to learn more](#)



Please, ensure that you collected the following documents one week after your arrival in Paris:

- **For European Students:**

- CAF Application Form can be filled out online at: <http://www.caf.fr/aides-et-services/les-services-en-ligne/accéder-a-une-demande-en-ligne> (then click on the link below “Vous êtes allocataire”)
- Copy of your ID or Passport
- Your birth certificate translated in French by a person certified by the French government or a multi languages birth certificate
- Copy of your admission certificate
- Copy of your EHIC
- Your French Bank Account Information (IBAN)

- **For Non-European Students:**

- CAF Application Form can be filled out online at: <http://www.caf.fr/aides-et-services/les-services-en-ligne/accéder-a-une-demande-en-ligne> (then click on the link below “Vous êtes allocataire”)
- Copy of your ID or Passport
- Copy of the visa (long-term visa only, CESEDA)
- Copy of the OFII form or the OFII stamp (if applicable)
- Your birth certificate translated in French by a person certified by the French government or a multi languages birth certificate
- Copy of your acceptance letter
- Copy of your French social security number when you receive it.
- Your French Bank Account Information (IBAN)



CREATING YOUR CAF ACCOUNT - VIDEO TUTORIAL



GETTING HOUSING SUBSIDIES (APL) - VIDEO TUTORIAL



• 9. GETTING AROUND PARIS

The **RATP** (Régie Autonome des Transports Parisiens) is the public transport company that operates most of the transportation in Paris and the Île-de-France region.

It manages:

- Metro (subway) 🚇
- RER trains (fast trains) 🚆
- Buses 🚌
- Trams 🚊

It's the main way to get around Paris and its suburbs quickly and cheaply.

• Live Traffic Using BonjourRATP

The RATP Metro app brings you **live updates** for your daily commute. This is important in Paris to avoid delays. **You need to check your commute ahead.** Scan the QR code to download it. Google Maps also works but is less reliable!



• Getting a Navigo Pass

Upon arrival, you should **get a monthly pass called « Navigo »** for the months you will be in Paris. **It is more effective to get a monthly pass instead of buying a ticket through the Navigo Easy Travel card each time you take the Metro.** You are able to purchase it **digitally** and recharge it through the app. or **get a physical card** in most main metro stations.

TYPE OF PASS	USE	PRICE VIA APP OR ON A CARD
<u>Weekly pass</u>	Unlimited travel unlimited all week!	31,6€ per day
FOR SEMESTER-LONG STUDENTS <u>Monthly pass -</u>	Unlimited travel for a whole month	86,4€ per month
ONLY FOR YEAR-LONG STUDENTS <u>IMAGINE R' Student Pass -</u>	Student Pass giving unlimited travel for a year - can be cancelled with official certificate produced by our team	392€ for the year *Comparative costs: -Approx 33€ per month over 12 months

i Be advised that most Metro stations do not have elevators or escalators. If you have heavy luggage to carry, you may have to carry up the stairs

- **METRO**

The **Metro** system in Paris quite extensive and **is the best way to get around**. The Metro consists of 14 lines and covers Paris central region and extends to some suburbs. Our campus is located at the “**Bir-Hakeim**” or “**Dupleix**” on **Line 6**. All Metro lines are color-coded and named from 1 to 14, and each line's terminus is named after its final stop.



- **BUS**

Buses are also convenient to take **for short distances** however for longer distances, more than 6 city blocks, **it is better to take the Metro or the RER**.



Note: We do not recommend the use of night buses (Noctiliens). **Opt for Uber/Bolt taxis when returning late after the metro closes** (Midnight/2AM).

- **RER**

The **RER** are the **fast suburban trains which also cross Paris**. RER is a larger fast train compared to the Metro and goes **through the city and its suburbs**. RER lines are in alphabets from A to E.



- **TRAMS**

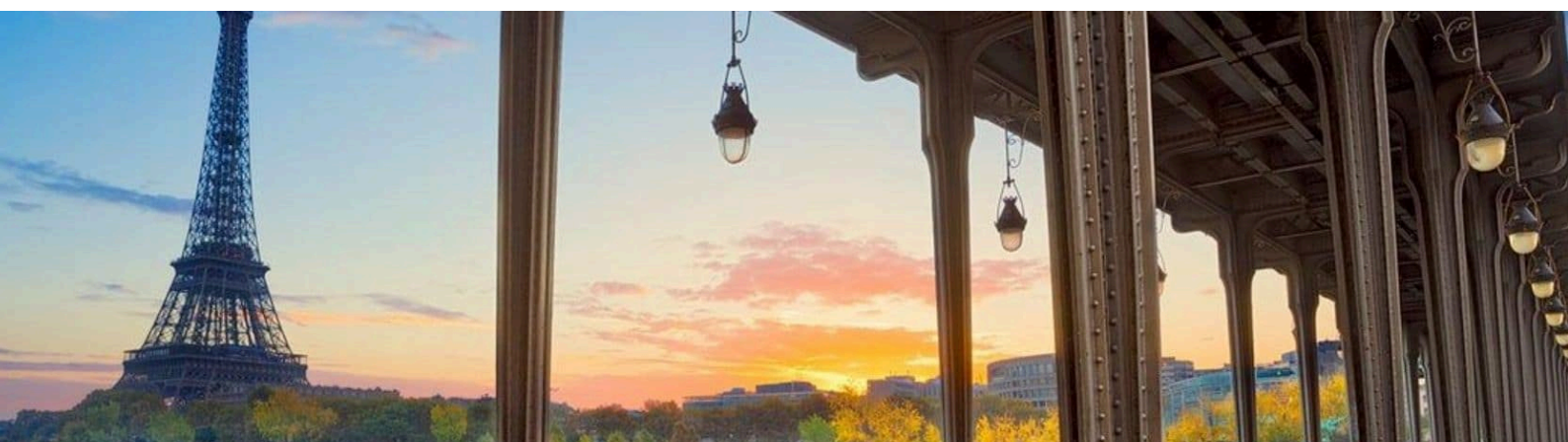
The **trams** in Paris are serving the **outer parts of the city and nearby suburbs**. **They are slower than the Metro or RER** but are useful for local connections and offer a scenic, comfortable ride. Tram lines are numbered from T1 to T13.



• VÉLIB

Vélib' is Paris's bike-sharing program, offering both regular and electric bikes throughout the city and its suburbs. To use the service, you can choose from the following subscription options:

- **V-Libre:** No monthly fee. Pay €1 per 30 min on mechanical bikes, €3 for 45 min on electric bikes (+€2 per extra 30 min).
- **V-Plus** (€3.10/month): Unlimited 30-min rides on mechanical bikes; +€1 per extra 30 min. Electric bikes: €2 for 45 min, +€2 after.
- **V-Max** (€9.30/month): Unlimited 60-min rides on mechanical bikes, 2 free 45-min rides on electric bikes/day. Extra rides: €2 each. Extra time: +€1 (mechanical), +€2 (electric) per 30 min.



CARPOOL



COACH BUS



TRAIN



PLANE



BLABLACAR

<https://www.blablacar.fr/>



FLIXBUS

<https://www.flixbus.fr/>



SNCF CONNECT

<https://www.sncf-connect.com>



PARIS AÉROPORTS

<https://www.parisaeroports.fr/en>



• 10. MANAGING YOUR FINANCES IN FRANCE

As an international student, managing your money well will help you stay focused on your studies and enjoy life in Paris without stress.

Open a French or Online Bank Account

Opening a bank account is essential if you'll be in France for more than a few months. It will allow you to pay rent, receive CAF housing aid (if applicable), and avoid foreign transaction fees. You can choose between traditional **French banks** (like BNP, Crédit Agricole, Société Générale) or **online banks** (like N26, Revolut, Boursorama).

We recommend **Online banks** which are faster to set up, require fewer documents, and often offer English-language apps with no monthly fees — but check if your housing agency or CAF requires a traditional French account.

Use Cash & Cards Smartly

Visa and Mastercard are widely accepted; American Express less so.

Always carry some cash (10–20€), as small shops or cafés may not accept cards.

Avoid using bills over 50€, which many places will not take.

Withdrawing Money

ATMs (distributeurs) are easy to find. Make sure your card uses a 4-digit PIN, as longer or letter-based PINs may not work. Watch out for extra fees if using a non-European card.

Estimated Monthly Budget (Paris)

Housing	700 – 1200 €
Public transportation (Navigo pass)	86.4 €
Phone & internet	50€
Power supply (if not included in rent)	200 – 300 €
Other expenses (leisure, shopping...)	200 – 300 €
Total	1200 – 1900 €

• 11. GROCERY SHOPPING AND AFFORDABLE FOOD OPTIONS IN PARIS

• WHAT TO EAT ON A DAILY BASIS

CROUS Restaurants offer full healthy meals for only 3€ - you must show your student ID.

<https://www.crous-paris.fr/se-restaurer/carte/>

◦ Supermarkets



€ – Cheapest options

- LIDL, ALDI → low-cost chains for basic groceries at unbeatable prices.

€€ – Affordable and convenient

- Leclerc, Carrefour, Intermarché, Picard → large selection and good deals.

€€€ – Mid-range

- Auchan, Casino, Franprix → more central, convenient, slightly pricier.

€€€€ – High-end / Organic

- Monoprix, Naturalia, Biocoop → focus on organic and local products.

★ PICARD → A French favorite! Frozen food chain offering quality meals, vegetables, and desserts at reasonable prices. Great for busy students.

• TOO GOOD TO GO

- Download the Too Good To Go app to buy surplus meals and groceries from local bakeries, restaurants, and supermarkets — at very low prices (from 2€ to 5€). It's affordable and sustainable!
- You can even get full bags of fruits and veggies for a few euros!



- **Markets**

Many French people buy their fresh produce and foodstuffs (vegetables, meat, cheese, etc.) at farmers' markets. In Paris, each arrondissement has a market, once or twice a week - <https://www.paris.fr/pages/les-marches-parisiens-2428>

- **EATING OUT IN PARIS: WHERE TO GO & WHAT TO EXPECT**

Paris offers a wide range of places to eat — from quick coffee spots to traditional French dining — for every budget.

CAFÉS

Cafés are everywhere in Paris and are a central part of French culture. They're perfect for coffee, light snacks, or just sitting and people-watching.

- ☕ Typical items: espresso (1–2€), croissant (1.20–2€), sandwich (5–7€)
- 🕒 Open all day — some offer simple lunch formulas
- 💡 You can stay as long as you like with one drink

BISTROS

Bistros are small, cozy restaurants serving traditional French food in a casual setting. They're a step more "authentic" than touristy spots.

- 🍽️ Dishes like boeuf bourguignon, quiche, or duck confit
- 💶 Around 12–20€ per main dish
- 🕒 Often closed between lunch and dinner

BRASSERIES

Originally beer-focused, brasseries now serve **full meals all day**, in a more lively, often Art Deco atmosphere.

- 🍷 Classic French dishes like steak-frites or onion soup
- 🕒 Usually open non-stop from morning to late evening
- 💶 20–30€ for a meal

BOUILLONS

Originating in the 1860s as working-class eateries that served a bowl of meat broth (bouillon) alongside simple, hearty dishes, Bouillons are traditional Parisian canteen-style restaurants known for **offering classic French cuisine at very affordable prices**. Today, they remain especially popular with students.

- 🍴 Starters from 2€, mains from 8€
- 🪑 No-frills, fast service, lively ambiance
- 📍 Examples: Bouillon Pigalle, Bouillon Chartier, Bouillon République

• 12. TIPS, (E)SIMS AND PHONE PLANS

• THE FRENCH ELECTRICAL SYSTEM – VOLTAGE DIFFERENCE

The French electrical system, like most European countries is 220 volts at 50 cycles. Plugs take a standardized two or three round-pin format; most plugs are of Type E (see below). Make sure you purchase an adapter and converter before leaving your home country especially for expensive equipment so that you won't face any problem of devices loading.

• PHONE SERVICES IN FRANCE

- Use an international plan (check roaming fees!)
- Buy a French (e)SIM card (recommended)
- Make sure your phone is unlocked

• Top Phone, Phone Plan & Wifi Providers:

FREE

<https://mobile.free.fr/en/voyages-forfait-europe-france>

free



SFR

<https://www.sfr.fr/offre-mobile/carte-prepayee>

SFR



ORANGE

<https://boutique.orange.fr/vitrine/carte-prepayee-orange-holiday-europe-en/>

orange



BOUYGUES TELECOM

<https://bouygues-telecom.simoptions.com/>

bouygues



• Where to Buy:

- Online (provider websites)
- Mobile stores (Free, Orange, etc.)
- Relay shops / supermarkets (prepaid SIMs)

• 13. STAYING SAFE DURING YOUR EXCHANGE

Violent crime is quite uncommon in France, particularly during the day in busy areas. However, similar to many countries, petty crimes like bag snatching and phone theft are prevalent, especially in "risk areas" such as airports, train stations, the metro, and crowded shopping centers.

To minimize these risks, we recommend exercising caution and adhering to some essential safety guidelines:

- **Avoid carrying large sums of cash;** in France, you can use a bank card for nearly all transactions.
- **Never leave your bags or luggage unattended.**
- **Make multiple copies of your ID card, passport, and credit cards.** Having these copies will facilitate the cancellation of your bank card and help with filing a theft report with the police if necessary.
- When dining at a restaurant or bar, especially at an outdoor table, **do not leave your cell phone, wallet, laptop, or any valuable items unattended.** This can make you an easy target for thieves who know how to disappear quickly with your possessions.
- **Be careful when using your phone** on the metro or in public spaces, especially at night. Expensive smartphones are appealing targets for thieves. Remember, wearing earbuds, particularly the classic white ones, signals to potential thieves that you have something worth stealing.
- If you must return home late at night, **consider asking friends to accompany you** or opt for a taxi - **avoid taking the night buses (noctiliens)**
- Avoid meeting strangers in secluded locations, especially those you met online.
- Be cautious of individuals who approach you on the street asking to sign a petition (often pretending to be deaf), showing you a trick, or engaging you in a card game. These tactics are common distractions used by thieves, who may work alone or in groups, often comprised of young teenagers, to overwhelm you and steal from you.

If you find yourself a victim of theft or any petty crime, **go to a police station (commissariat de police) to file a report, which can be useful for insurance claims regarding stolen items like mobile phones.**



IN CASE OF EMERGENCY

- In an emergency, or if you can't reach a doctor in the evenings for example, you should of course **go to hospital**, which should be covered by your insurance policy. Be sure to check the hospital's website for details of reimbursement for emergency room visits.
- **112** is the number to call for emergency services throughout the European Union.
- **15** is for the SAMU (ambulance/paramedics service)
- **18** is for the nearest fire station, which also administers first aid
- **3624** for SOS médecin (12c/minute), for doctors who make house calls, 365 days/year, 24/7
- **Duty chemist/night pharmacies** - <https://monpharmacien-idf.fr>
- All hospitals have **emergency services** - <https://www.hopital.fr>

If you are a victim or witness of sexual assault or harassment, or if you have any questions about gender-based violence, you can visit <https://signalement.omneseducation.com/?lang=en>

THE NUMBERS TO KNOW IN AN EMERGENCY



USE THESE EMERGENCY NUMBERS TO GET
THROUGH TO THE EMERGENCY SERVICES
FREE OF CHARGE, 24/7

112 EUROPEAN EMERGENCY NUMBER

If you are a victim or witness of an accident in a
country in the European Union

15 SAMU THE FRENCH EMERGENCY MEDICAL

To call out a medical team to a medical emergency
as well as to be referred to a round-the-clock
health facility

17 EMERGENCY POLICE NO.

To report a crime requiring an immediate
police response

18 FIRE BRIGADE

To report a dangerous situation or accident
concerning people or property and receive
a swift response

114 EMERGENCY NUMBER FOR DEAF AND HARD-OF-HEARING PEOPLE

If you are a victim or witness of an emergency
situation and require emergency assistance,
Number can be accessed by fax and SMS

• 14. DISCOVER PARIS AND BEYOND

• TOURING PARIS

Beyond its world-famous landmarks and monuments, Paris has plenty of hidden gems. Here are a few ideas for visits you might not have considered—or even heard of!

✿ NEIGHBORHOODS & WALKS

- **Père Lachaise** – The largest cemetery in Paris, known as the resting place of Jim Morrison, Oscar Wilde, Edith Piaf, and many others. Peaceful and atmospheric.
- **Canal Saint-Martin & Parc des Buttes-Chaumont** – Trendy and relaxed areas, perfect for a picnic by the water or a walk in one of the city's most unusual parks, with cliffs, bridges, and hidden views.
- **Le Marais, Place des Vosges & Île de la Cité** – From medieval streets to elegant squares and Notre-Dame's island, this area mixes history, culture, and cafés.
- **Seine River Banks** – A favorite Parisian pastime: grab a bottle of wine and enjoy the sunset by the water, especially around Île de la Cité or Hôtel de Ville.
- **Latin Quarter & Luxembourg Gardens** – The student hub of Paris, with the Sorbonne, bookshops, cafés, and one of the city's most beautiful gardens. Don't miss the tiny Placette Jacqueline de Romilly.
- **Rue Mouffetard & Arènes de Lutèce** – A lively student street with cafés and food shops, near the ancient Roman arena where locals gather for dancing and music on Sundays.
- **Covered Passages (Passage des Panoramas, Galerie Vivienne)** – 19th-century shopping arcades filled with small shops, cafés, and old-world charm.
- **13th District** – Home to Paris's Asian quarter, with authentic restaurants, vibrant street art at Butte-aux-Cailles, and the green Parc Montsouris.
- **Saint-Ouen Flea Market** – The largest antiques and flea market in the world: a mix of vintage finds, furniture, art, and curiosities.



MUSEUMS & EXHIBITIONS

- **Musée Rodin** – Sculpture in a beautiful garden, perfect for a sunny afternoon.
- **Musée Carnarvalet** - Dedicated to the history of Paris, from the French Revolution to modern times, housed in beautiful historic mansions.
- **Musée de la Chasse et de la Nature** – An unusual but surprisingly fascinating museum on nature and art.
- **Bourse de Commerce** – Contemporary art housed in a historic circular building, featuring works from one of France's most important private collections.
- **Institut du Monde Arabe** – Rich cultural exhibitions and one of the best rooftop views over Paris.
- **Atelier des Lumières** – A digital art museum where paintings are projected all around you in an immersive show.
- **Musée Méliès & Musée des Arts Forains** – Quirky museums about cinema, magic, and old fairgrounds.
- **Philharmonie de Paris** – Exhibitions about music, instruments, composers, and sound design, often interactive.
- **Exhibitions at Hôtel de Ville** – Often free and worth checking for current themes.

SITES & MONUMENTS

- **Sainte-Chapelle** – Famous for its stunning stained glass; free under 26 with reservation.
- **Catacombs** – A spooky underground labyrinth lined with bones and skulls.
- **Parc de Sceaux** – A Versailles-like garden, quieter and easier to reach.
- **Fontainebleau Forest** – Huge and beautiful forest for hiking and climbing; accessible by train with a little-known station right in the heart of the woods.
- **Great Mosque of Paris** – Visit the mosque, then enjoy mint tea and pastries in its traditional café.



🍴 FOOD & DRINKS

- **Rue des Rosiers (Le Marais)** – Famous for falafel and Middle Eastern food. Don't miss Bachir ice cream, Lebanese-style with pistachios.
- **Italian Food** – La Felicità (huge and casual food market in Bercy) or Popolare (near Opéra, more intimate).
- **French Cuisine** – Bouillon Racine near the Sorbonne, Quincampe near Pompidou, or Derrière (quirky restaurant where each room looks like part of a house).
- **Caribbean/Veggie** – Jah Jah by Le Tricycle, a cozy and original spot.
- **Brunch** – La Recyclerie (urban farm and café), Bar à Bulles above the Moulin Rouge, or Cha-Lor for a homemade all-you-can-eat Sunday brunch.
- **Cafés & Tea Rooms** – La Crème in Saint-Ouen (with a view over the flea market) or Le Loir dans la Théière (delicious cakes, but always crowded).

🌙 NIGHTLIFE & EVENING SPOTS

- **Caveau de la Huchette** – Legendary jazz club in the Latin Quarter with live music and dancing in a historic cellar.
- **Madame Arthur** – First historical French drag cabaret in Pigalle which turns into a French music club after midnight!
- **Supersonic** – Intimate club near Oberkampf, known for indie and alternative live music and DJ sets.
- **Social Bar** – Popular bar for drinks and casual nights, with occasional DJ sets. Occasional student events hosted there!
- **Le Hasard Ludique** – Former train station turned cultural hub with concerts, bars, and outdoor terraces.
- **Le Perchoir (Ménilmontant)** – Rooftop bar with stunning views of Paris, perfect for cocktails at sunset.
- **La Bellevilloise** – Multicultural venue with concerts, club nights, art exhibitions, and a relaxed rooftop café.
- **Rosa Bonheur** – Outdoor guinguette-style bar in Buttes-Chaumont or near Quai d'Orsay with live music and a lively, relaxed atmosphere.



• BEYOND PARIS (DAYTRIPS/WEEKEND TRIPS)

- **Mont Saint-Michel** – Iconic tidal island with a medieval abbey, narrow streets, and breathtaking coastal views. About 4 hours from Paris by train + bus; perfect for a weekend adventure.
- **Saint-Malo** – Walled port city in Brittany with historic ramparts, beaches, and fresh seafood. Often paired with Mont Saint-Michel for a full weekend.
- **Reims** – Only 45 minutes from Paris by train. Famous for its Gothic cathedral, historic streets, and Champagne cellars where you can taste world-class sparkling wine. Perfect for a cultural and indulgent day trip.
- **Bordeaux** – About 2 hours by high-speed train. Elegant city with beautiful architecture, riverside walks along the Garonne, and the Cité du Vin for an immersive wine experience. Great for a weekend combining culture, gastronomy, and scenic views.
- **Giverny** – Claude Monet's home and gardens, full of flowers and the famous lily ponds. About 1 hour from Paris; perfect for art lovers and peaceful walks.
- **Provins** – UNESCO World Heritage medieval town with towers, walls, and live historical shows. About 1.5 hours by train.
- **Château de Chantilly** – Famous for its art collection, horse museum, and gardens; less than 1 hour by train.

MORE RESOURCES BELOW:



