



## International students

### Prepare for arrival in residence.

- ▶ **You had a proposal for accommodation at Le Crous Orléans-Tours.**
- ▶ **To confirm the proposal made by the Crous and reserve your accommodation, you have paid an advance of 100€ before the deadline indicated, by clicking on the link indicated in the email.**
- ▶ **You then received 2 emails to complete your admission file in residence totally dematerialized :**
  - **An email with administrative documents to be completed and inserted on "Docapost"**
  - **An email with the link to go to your online file on "Cité'U".**
- ▶ **What to do next?**

#### BEFORE YOUR ARRIVAL

- 1) **Complete your rental file online by following the procedure "How to complete your rental file online" available in French or English.**

Concerning the rental guarantee, you can choose :

- VISALE: Rental Guarantee

For all adult students who have not reached the age of 31 on the date of entry into the housing.

This service is free and without resource conditions.

The Visa can be obtained within 48h on [www.messervices.etudiant.gouv.fr](http://www.messervices.etudiant.gouv.fr) section "Visale your guarantor".

- Physical guarantor residing in France.

If you do not choose the "Visale" rental guarantee, you must fill out the joint and several guarantee application Online.

- 2) **Make an appointment with the residence for your arrival and handing over the keys.**

You must make an appointment with the residence by logging in to your MSE account, section "Make an appointment with Le Crous", in order to obtain the keys of your accommodation against payment of the security deposit (1 month of rent) and the remaining fees.

If you have not been able to book an appointment via your MSE account, then you will need to contact the residence to arrange your arrival date and time together (contacts available on the admission mail).

## UPON ARRIVAL

Within days of your arrival, you will perform the following procedures:

- Opening of a bank account in France if you do not have one.
- Purchase of rental and civil liability home insurance, including your first and last name, address and accommodation number, as indicated on the accommodation certificate issued on the day of arrival.
- Give a copy of your certificate of school attendance provided by the institution to the residence secretariat.
- Request for housing assistance on the website [www.caf.fr](http://www.caf.fr).
- If you are staying in a studio, you will sometimes need to (see with the residence) subscribe to a contract for electricity (the residence will tell you what to do).

## DURING YOUR STAY

**Within the residence:**

- Do not hesitate to communicate to the residence secretariat any difficulties encountered.
- Get in close contact with Civic Service Volunteers (VSC) and Referral students (ER) to assist you in your steps, advise you and learn about the activities offered within your residence throughout the year.
- Inform the residence secretariat of the date of your departure (one month notice).

**With your MSE account, you will be able to:**

- Download the attestation of acquittal of the Student Life and Campus contribution (CVEC), necessary to finalize your registration in higher education in France.
- Pay your rent online in the "City'U" section.
- Reload your university card in the "IZLY" section to pay for your meals in the university restaurants and cafeterias of Le Crous.
- If desired, find a student job in the "JOBVIZ" section.

**Enjoy your stay!**