



International Student Guide 2018 – 2019



école _____
normale _____
supérieure _____
paris—saclay _____



You will soon be a student at École normale supérieure Paris-Saclay. On behalf of ENS Paris-Saclay, congratulations and welcome.

Our institution and campus are dedicated to providing an excellent education to a select group of promising students. Many of you are ambitious enough to pursue a PhD and scientific research will therefore play a pivotal role in your studies.

ENS Paris-Saclay offers a study environment of the highest standard to secure the academic success of each of our students. This includes outstanding professors and researchers, recognized research laboratories, a welcoming campus and the exceptional academic environment of Université Paris-Saclay.

Science and knowledge know no borders. Of all the institutions forged over Europe's long history, the University has always been one of the most international and we are proud and fortunate to have so many international students on our campus. We expect much of you—not only hard work and dedication to your studies and research, but also an open-minded attitude and a contribution to the institution as a whole.



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President, ENS Paris-Saclay

International Affairs Office



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Congratulations on being among the few selected to study at our institution.

The mission of the International Affairs Office is to implement ENS Paris-Saclay's international policy and to welcome and support our international students on campus.

From our offices in the Pavillon des Jardins we offer all kinds of assistance with campus life.

We also offer more personalized services for students on exchange programmes such as Fulbright, Erasmus, IDEX Paris-Saclay, China Scholarship Council, etc.

This guide was prepared especially for you. It is divided into four sections. The first contains general information about ENS Paris-Saclay, its mission and its relationship with Université Paris-Saclay. The rest of the guide explains what you need to do before coming to France (purple section), when you first arrive (orange section) and during your stay (pink section).

You will notice that some words are highlighted in grey. This means that you can refer to the glossary at the end of the guide for more information.

I wish all of you a fulfilling academic and intercultural journey.

Catherine Stéphan-Évain
Director, International Affairs

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the school

école —
normale —
supérieure —
paris — saclay —

ENS Paris-Saclay : a school of excellence

Our history

Our school was founded in 1912 under the name École normale de l'enseignement technique, then École normale supérieure de Cachan. In 2016, ENS Cachan changed names once again to become École normale supérieure Paris-Saclay (ENS Paris-Saclay). This name change will be followed in 2019 by ENS Paris-Saclay's relocation to the Saclay Plateau along with the other members of Université Paris-Saclay.

It is an important step that underscores the school's investment in the development of Université Paris-Saclay and its campus, and our ambition to be the grande école for teaching and research professions within this prestigious university system.

A multidisciplinary school and research centre

ENS Paris-Saclay delivers a scientific and cultural education of the highest standard, continuing the tradition of excellence of the écoles normales supérieures.

What sets the School apart is that it brings together disciplines that no other higher education institution combines in quite the same way, or at the same level: the basic sciences, the engineering sciences and the social sciences.

In this unique environment, normalien students receive research-intensive training leading to master's and doctoral degrees in their chosen discipline, frequently coupled with an advanced teaching qualification.

Research excellence

ENS Paris-Saclay is also a research centre with 14 laboratories covering all the disciplines taught at the School. It maintains partnerships with research organizations such as CNRS, INRIA and the CEA, and with other higher education and research institutions.

In close collaboration with industry, the school conducts many high-level research programmes through research chairs and joint laboratories involving companies in the aeronautics, aerospace, energy, automotive and IT sectors (Airbus, EDF, Atos, etc.).

ENS Paris-Saclay laboratories collaborate with four clusters in the greater Paris region and with numerous laboratories and international research groups in China, Korea, Japan, Israel, India, Brazil and the United States.

ENS Paris-Saclay degree

In 2016, a new degree was launched under the School's new name: ENS Paris-Saclay. The degree programme formalizes the normalien education. The ENS Paris-Saclay degree is awarded after four years and is equivalent to a master's degree.

Normalien students each receive individual supervision. Through a continuous dialogue with academic staff, they are actively involved in setting their learning agenda and defining the means to achieve it.

Université Paris-Saclay, a world-class university



The new ENS Paris-Saclay building designed by Renzo Piano and his team is planned to open in 2019

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Université Paris-Saclay was established in 2014. At the time, it comprised over 11,000 academics and researchers and 60,000 students, including 25,000 master's and PhD students.

The founding of Université Paris-Saclay was a historic moment in the development of higher education in France. It is the first time that the three components of the French higher education system – universities (Paris-Sud, Versailles-Saint-Quentin and Évry), grandes écoles (AgroParisTech, CentraleSupélec, ENS Paris-Saclay and Institut d'Optique Graduate School) and major research organizations (CNRS, CEA, IHES, INRA, INRIA, INSERM and ONERA) – have been united under one roof on this scale and with such ambition.

Université Paris-Saclay offers students the possibility of conducting basic or applied scientific research in collaboration with other disciplines and/or institutions. Its campus is surrounded by some of France's biggest energy, agriculture, agri-food, pharmaceutical and defence companies, as well as small firms and start-ups.

There are now 14 member institutions, each of which contributes to Paris-Saclay's global reputation. Hundreds of students and researchers every year benefit from summer school programmes, visiting lecturers and international exchange programmes.

At Paris-Saclay, the aim is to be each student's closest ally in reaching his or her intellectual and professional goals.

In 2019, ENS Paris-Saclay will join the other Université Paris-Saclay member institutions in the centre of the Moulon district in Gif-sur-Yvette, on an urban campus that is currently being developed by the Paris-Saclay public planning agency and local authorities.

Thanks to its location, ENS Paris-Saclay will benefit from high visibility and excellent access to the services, shops and shared facilities.

Students, academics, researchers and staff will be able to participate fully in local life, making ENS Paris-Saclay a special place to study, work and live.

ÉCOLE NORMALE SUPÉRIEURE PARIS-SACLAY

université
PARIS-SACLAY

AgroParisTech

CentraleSupélec

cea

cnrs

école
normale
supérieure
paris-saclay

IHES

INRA
SCIENCE & IMPACT

Inria
INVENTEURS DU MONDE NUMÉRIQUE

Inserm
Institut national
de la santé et de la recherche médicale

INSTITUT
d'OPTIQUE
GRADUATE SCHOOL
ParisTech

ONERA
THE FRENCH AEROSPACE LAB

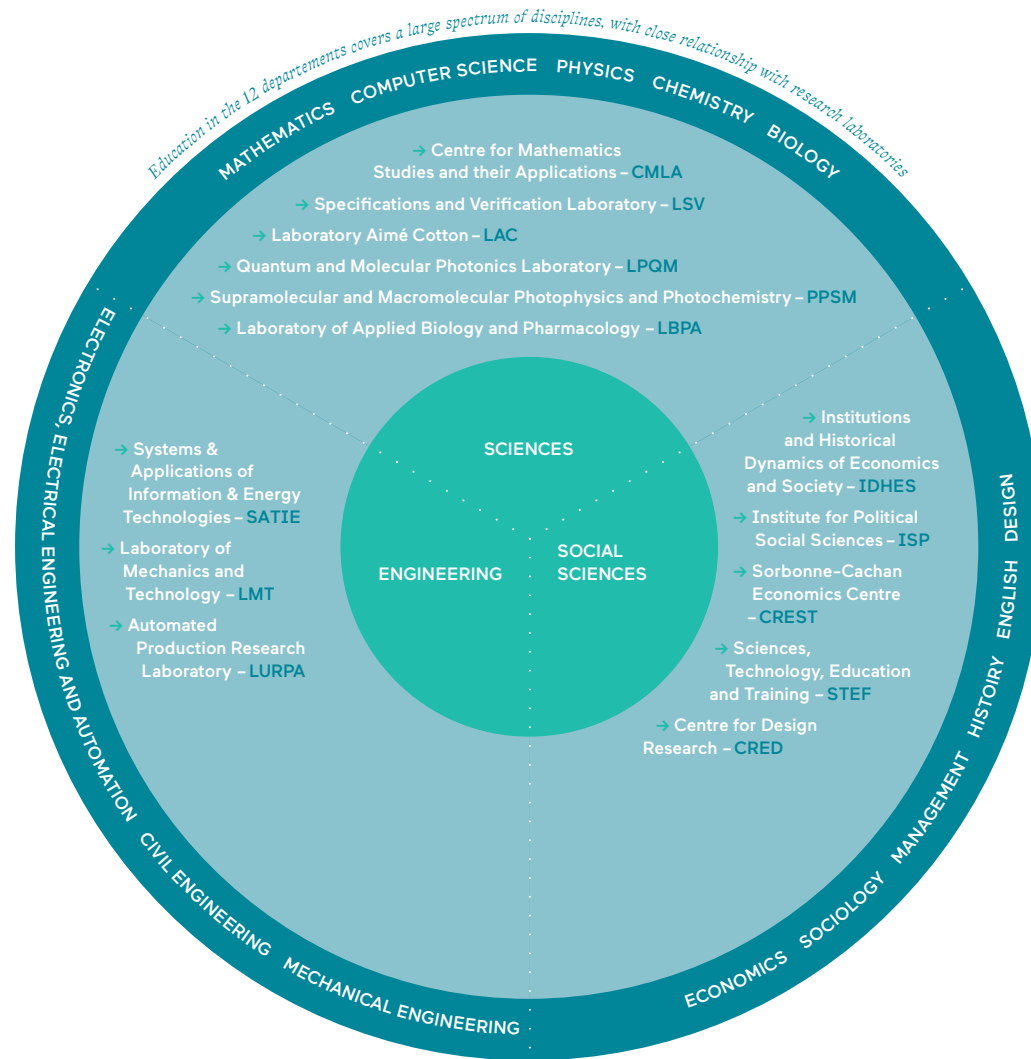
université
Évry
Centre université

UNIVERSITÉ
PARIS
SUD
Comprendre le monde,
construire l'avenir
université
PARIS-SACLAY

UNIVERSITÉ DE
VERSAILLES
ST-QUENTIN-EN-YVELINES
université PARIS-SACLAY

ENS Paris-Saclay teaching programmes

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Bridging the gaps between science, technology and society

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International students

Each year, ENS Paris-Saclay welcomes international students on incoming mobility to study on both degree programmes and shorter courses. These students may be:

- international trainee civil servants (“Normaliens élèves”) who have passed the competitive entrance exam;
- international students (“Normaliens étudiants”) admitted to our master’s programmes on the basis of their written application;
- international students studying abroad for a semester or a year, either as part of an exchange agreement or independently. These students generally come through programmes such as the Université Paris-Saclay international scholarship or the ENS Paris-Saclay international scholarship. Some of them are on mobility programmes such as ERASMUS, ERASMUS Mundus, Eiffel, Zellidja, Vulcanus, etc.;
- students completing internships or research stays in one of our laboratories;
- PhD students under joint supervision with a foreign institution as part of a doctoral grant from Université Paris-Saclay;
- post-doctoral fellows/PhD students/master’s students conducting a research project.



International students – promo 2017-2018

Masters

All these international students can enrol in one of ENS Paris-Saclay’s master’s or doctoral courses. Master’s students can apply to one of the following master’s programmes, which are either Université Paris-Saclay programmes run by ENS Paris-Saclay, or ENS Paris-Saclay’s own programmes ↓

SCHOOL	FIELD	LEVEL	PROGRAMMES
Biology, Medicine, Pharmacy	Biology-Health	Master's, 1st year (M1)	Boris Ephrussi Path – ENS
		Master's, 2nd year (M2)	Science, Technology and Society
Humanities	History	M1	Contemporary Political History*
		M2	Contemporary Political History*
		M2	Science, Technology and Society
Science, Engineering and Information Technology	Design	M2	Design Research
	Electrical and Information Engineering	M1	André Ampère – ENS Path
		M2	Automotive Electrification & Propulsion
		M2	Science, Technology and Society
	Energy	M2	Automotive Electrification & Propulsion
	Civil Engineering	M1	Cladding and Sustainable Construction
		M1	Matériaux et Structures
		M2	Cladding and Sustainable Construction
	Civil Engineering	M2	Materials and Structures
		M2	Design and Control of Safety-Critical Systems
	Systems Engineering	M2	Digital Engineering Product Process
		M2	Digital Engineering Product Process
	Computer Science	M1	Jacques Herbrand Path – ENS
		M2	Algorithms and Programming Fundamentals
	Mechanical Engineering	M1	Mechanics of Materials and Structures
		M1	Mechanics and Production Engineering
		M2	Mechanics of Materials for Structural Engineering (MAGIS)
	Materials Science and Engineering	M2	Mechanics of Materials for Structural Engineering (MAGIS)

* ENS Paris-Saclay's own programmes

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MASTERS

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ÉCOLE NORMALE SUPÉRIEURE PARIS-SACLAY

SCHOOL	FIELD	LEVEL	PROGRAMMES
Sciences	Chemistry	M2	Science, Technology and Society
	Applied Mathematics	M1	Jacques Hadamard Path – ENS
		M2	Mathematics, Vision, Learning
		M2	Science, Technology and Society
	Physics	M1	Monabiphot – Molecular Nano - and Biophotonics
		M1	Irène Joliot-Curie Path – ENS
		M1	Phytem*
		M2	Monabiphot – Molecular Nano- and Biophotonics*
		M2	Science, Technology and Society
	Earth, Planet and Environmental Sciences	M2	Science, Technology and Society
Social Sciences	Innovation, Business and Society	M2	Science, Technology and Society
	Strategic Management	M1	Strategy & Organisation
	Social Sciences	M2	Science, Technology and Society
	Sociology	M1	Contemporary Sociology
		M2	Science, Technology and Society
		M2	Contemporary Sociology
Languages	Languages	M1	English for Specific Purposes*
		M2	English for Specific Purposes*
		M2	English-Speaking Cultures*
		M2	English Linguistics*

prior to your

Steps to follow

- 1 Apply to ENS Paris-Saclay
- 2 Get admitted
- 3 Obtain your visa
- 4 Secure funding
- 5 Find accommodation
- 6 Prepare for departure

departure

Apply to ENS Paris-Saclay

Enrolment at ENS Paris-Saclay is possible once you have clarified your status, prior education and level with the teaching department or laboratory concerned. .

ENS Paris-Saclay Master's programmes

If you would like to apply to one of ENS Paris-Saclay's own programmes, please contact the following teaching departments:

- Foreign and Regional Languages, Literature and Cultures

Head of Department:
Dr. Anthony Saber

Administration:
Annick Vendeuil
secretariat@dlpens-paris-saclay.fr

→ [www.ens-paris-saclay.fr/
lecole/departements/langues](http://www.ens-paris-saclay.fr/lecole/departements/langues)

- Fundamental and Applied Physics

Head of Department:
Dr. Isabelle Ledoux Rak

Administration:
[secretariat@
physique.ens-paris-saclay.fr](mailto:secretariat@physique.ens-paris-saclay.fr)

→ [www.ens-paris-saclay.fr/
lecole/departements/physique](http://www.ens-paris-saclay.fr/lecole/departements/physique)

Please apply directly to the department concerned. Each department has their own procedure, which they will indicate to you.

Université Paris-Saclay master's programmes run by ENS Paris-Saclay

To apply to a Université Paris-Saclay master's programme run by ENS Paris-Saclay, consult the list of programmes offered on page 11 of the guide, then log on to the Université Paris-Saclay applications platform at the following link:

→ [www.universite-paris-saclay.fr/
fr/etre-candidat-a-nos-formations](http://www.universite-paris-saclay.fr/fr/etre-candidat-a-nos-formations)

Students concerned by the "Études en France" procedure

Students concerned by the "Études en France" procedure should:

- Apply directly to one of the programmes;
- Once you have received an offer of admission from ENS Paris-Saclay or Université Paris-Saclay, log on to your "Études en France" account and complete your file under the "Je suis accepté" tab.

Doctorate

If you are a PhD student, contact the Doctoral College at secretariat@edsp.ens-paris-saclay.fr

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Getting admitted

Bachelor's and master's programmes

There are three ways to get accepted to ENS Paris-Saclay.

If you are on a student exchange programme, you must first prepare your application with your home university. Ask your institution's international affairs office if there is an exchange agreement in place with our school.

If you are applying for a bachelor's programme at ENS, you must pass the first-year entrance exam. Any French or European Union student who will soon be completing the second-year of a bachelor's programme is eligible to take the exam.

If you are applying for a master's programme you have two options:

- either sit the second competitive exam;
- or submit a written application for:
 - a université Paris-Saclay master's programme run by ENS Paris-Saclay;
 - an ENS Paris-Saclay master's programme.

Doctorate

The PhD or doctorate is a national higher education degree awarded after successful defence of a thesis (viva voce). Doctoral students are also referred to as PhD students, doctoral candidates or PhD candidates.

At ENS, we give our students research training as of the first or second year of studies.

The Doctoral College is responsible for training ENS's PhD students. It also provides ample information to students who wish to study for a PhD.

ENS welcomes international PhD students from all over the world. Contact the Doctoral College for more information about completing your PhD at ENS:

secretariat@edsp.ens-paris-saclay.fr

Language proficiency

Proficiency in French and/or English is required to be accepted to ENS. A minimum B2 level of the Common European Framework of Reference for Languages is required. Contact your department for more information on their specific prerequisites.

PRIOR TO YOUR DEPARTURE

If you are from a member state of the European Economic Area, you do not need a visa to study at ENS.

If you are not from a member state of the European Economic Area, you must do one of the following, as appropriate:

- If you have to sit a competitive exam at ENS, you can request a competitive exam student visa from French consulate in your home country.
- If you have already been accepted, go to your local French consulate with your offer of admission. This will enable you to obtain a long-stay visa equivalent to a residence permit (VLS-TS).

You do not need to go through the French consulate if you are from one of the following countries: Algeria, Argentina, Benin, Brazil, Burkina Faso, Cameroon, Chile, China, Colombia, the Comoros, Congo, Egypt, United States, Gabon, Guinea, India, Indonesia, Iran, Ivory Coast, Japan, Lebanon, Madagascar, Mali, Morocco, Mauritius, Mauritania, Mexico, Peru, Russia, Senegal, South Korea, Taiwan, Tunisia, Turkey or Vietnam. Instead, you need to complete the “Études en France” procedure.

To do so, you must create an account on the Études en France website and complete your file under the “Je suis accepté” tab once you have received your offer of admission from ENS Paris- Saclay or Université Paris-Saclay.

Budgeting

You need to allow for special expenses at the start of the academic year. In addition to your monthly budget, you will have to pay for:

- enrolment fees of €500 for a master's programme or €600 for a PhD (2017 rates). These amounts include tuition fees, library fees, etc.
- a security deposit for your accommodation (see the Finalizing your accommodation section) and your first month's rent
- membership with a student health insurance provider for students from non-EU member countries (see the Healthcare section)
- a stamp from the French Immigration and Integration Bureau (OFII)
- basic furnishings (sheets, duvet, towels, utensils, dishes, etc.)
- electricity, Internet, transport, sports club membership, etc.

Planning your monthly budget in advance will help you study with peace of mind. Remember to take variable expenses into account, such as books, entertainment, etc.

MONTHLY BUDGET

Fixed costs only; to be added to your initial set-up expenses

- Housing (rent and charges) ±500€
- Food ±200€
- Insurance ±30€
- Health insurance ±30€
- Transport ±30€
- Phone ±20€
- Bank card ±4€

Grants and scholarships

There is a range of financial aid available to help cover your stay in France. These include government grants or scholarships from your home country or from the French embassy, or financial aid from the European Union and other international organizations. You can get more information in your home country from:

- your school or university
- the French embassy's Cooperation and Cultural Action Department
- your Espace Campus France or the Campus France website.

ENS also offers several financial aid options:

- The [ENS International Scholarship](#) is available to incoming master's and PhD students. Whether you are an international or a French student, you must have studied for at least two years at a foreign institution.
- The [Université Paris-Saclay Master's Scholarship](#) is available to students who wish to do a master's programme at our school.
- An [agreement with the China Scholarship Council](#) offers funding to Chinese students doing a PhD in one of our research laboratories.
- The [Fulbright Programme](#) is available to American students enrolled in a master's or PhD programme.
- The [Jacques Hadamard Mathematics Foundation \(FMJH\) Programme](#) is available for students enrolled in a master's programme in mathematics.

- The [ENS-Inria Scholarship Programme](#) is for students enrolled in the research-based Master of Computer Science programme (MPRI).
- The [Eiffel Programme](#) run by Campus France is available for master's and PhD students.

There are many other funding programmes that you can find about at:

→ www.ens-paris-saclay.fr/admission/international/financement-mobilite-entrante

Internships

It is possible to do an internship at one of our 14 research laboratories. You do not need a work permit to sign an internship agreement.

Housing in Cachan

If you have recently been accepted as a Normalien student, you will be given priority for on-campus housing. To make a request for housing, contact the Registry and Student Affairs Division. Our website provides all the information you will need.

Registry and Student
Affairs Division
scol@ens-paris-saclay.fr

If you've been admitted through a student exchange programme or a scholarship (see the Funding your stay section), you should apply for accommodation through the International Affairs Office at

ri-incoming@ens-paris-saclay.fr

Every effort will be made to offer you on-campus housing that fits your preferences, subject to availability. Note that you have to pay your rent by bank transfer (except for the first month's rent, which can be paid in cash).

On-campus student housing does not include sheets, duvets, pillows or utensils. There are several types of residence hall:

- The Regional Academic and University Facilities Centre (CROUS) offers furnished studios flats of various sizes with bathroom and kitchenette. The rent ranges from €290 to €410/month, €75 to €115/week or €15 to €21/night (2017 rates).

A security deposit of €233 is required, as is housing insurance coverage for fire and water damage and civil liability. Check-in ends one hour before CROUS closes.

CROUS
residence.cachan@crous-creteil.fr
www.crous-creteil.fr

Open hours (year round)
Monday 9h/12h30 – 13h30/17h
Tuesday 9h/12h30
Wednesday 9h/12h30 – 13h30/17h
Thursday 9h/12h30 – 13h30/17h
Friday 9h/12h30 – 13h30/16h

- The Pavillon des Jardins rents furnished student rooms with a shared bathroom and kitchen for €325/month or €44/night. No security deposit or guarantor is required. An additional fee is charged for stays of less than three nights (2018 rates).

Estates and Facilities Division
anne-sophie.bonnissent@ens-paris-saclay.fr
+33 (0)1 47 40 29 02

- The Cité Internationale Universitaire receives many housing applications from students wanting to live in one of its 40 residences. Find out more about how to apply at:

→ www.ciup.fr

INTERNATIONAL STUDENT GUIDE

- You may also like to consider:
 - Sharing an apartment visit
- www.koloc.org
→ www.colocationfrance.fr

- Homestay accommodation visit the Atome website at
- www.sejourfrancefamille.fr

- Intergenerational housing find out more at
- www.leparisolidaire.fr
→ www.ensemble2generations.fr
→ www.logement-solidaire.org

Useful addresses

Centre International de Séjour Paris
17 boulevard Kellermann
75013 Paris
+33 (0)1 43 58 96 00
→ www.cisp.fr

Cité Internationale Universitaire Paris
17 boulevard Jourdan
75014 Paris
+33 (0)1 44 16 64 00
→ www.ciup.fr

CROUS Paris
39 avenue Georges Brassens
75231 Paris Cedex 05
Service-international@crous-paris.fr
→ www.crous-paris.fr

Fédération Unie des
Auberges de Jeunesse
27 rue Pajol
75018 Paris
+33 (0)1 44 89 87 27
→ www.hifrance.org

Foyer International de Séjour Paris
6 avenue Maurice Ravel
75012 Paris
+33 (0)1 43 13 17 00
→ www.fiap.asso.fr

PRIOR TO YOUR DEPARTURE

Preparing for departure

Before you leave, check the following:

2018–2019 academic year

Each department and programme organizes its own start-of-year activities. Contact your department for more information. [We suggest you arrive after August 25.](#)

ENS has put in place a special programme for students with disabilities. For more information, please read [Disabilities in the Student Life](#) section of this guide so that we can help you prepare for your arrival.

Money

Be sure to have enough cash, or a way to access funds from a bank machine, to pay for your initial costs such as transport, food, housing, furnishings, etc.

Communication

Make sure you can use your mobile phone or have sufficient means to purchase calling credits in France. Also, check if your phone is compatible with French SIM cards.

Weather

Paris has a temperate climate. Temperatures and rainfall vary with the seasons. For more information, visit

→ www.meteofrance.com

Housing

If you are on a programme managed by the International Affairs Office (Erasmus, Paris-Saclay, ENS, Fulbright, etc.), someone from the Student Office or the International Affairs Office will greet you upon your arrival. You will be able to access your flat or room as soon as you have proof of housing insurance.

Students not on an exchange programme who have been accepted for CROUS housing should contact Registry and Student Affairs at dsve.logement@ens-paris-saclay.fr

ID photos

Avoid having your ID photos taken in your home country. Photo booths are available in many train and metro stations. In France, there are specific guidelines for ID photos so it's wiser to have them done once you get here.

Birth certificate

You will need to provide a French translation of your birth certificate to the French Immigration and Integration Bureau (OFII), so make sure you get it translated before you arrive.

European Health Insurance Card

With this card, all European Union citizens are covered by their home country's health insurance. Make sure you request and obtain one before leaving for France (see the [Getting health insurance](#) section).

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What to pack

Documents to bring with you

- Passport or national ID card (for EU citizens)
- Birth certificate (original and a French translation)
- Health records (in case of serious illness)
- Health insurance certificate: EU citizens will need their European Health Insurance Card; students from Quebec will need form SE401Q102bis or SE401Q106
- Your original medical prescription, and a French version made out by your doctor in case, for people following a particular drug treatment (pill, medical treatment, etc.)
- Proof of financial resources (students with scholarships must have their scholarship award certificate)
- French Immigration and Integration Bureau (OFII) form received from the French consulate (for non-European Union citizens only)
- Letter of acceptance to ENS Paris-Saclay
- Proof of acceptance to on-campus housing at ENS Paris-Saclay
- Diplomas and transcripts (originals and French translations)
- Driver's licence (if it is accepted in France)

Items to bring with you

- Power adaptors (for your phone, computer, etc.)
- Bed linen and towels
- Kitchen utensils (check the weight limits for your luggage!)
- Bilingual dictionary
- Suitable clothing
- Laptop, other devices and their chargers

PRIOR TO YOUR DEPARTURE

Bon voyage !

upon

Steps to follow

- 1 Get to ENS Paris-Saclay
- 2 Register at ENS Paris-Saclay
- 3 Obtain your residence permit
- 4 Finalize your accommodation
- 5 Get health insurance

arrival

Getting to ENS Paris-Saclay

The campus is well served by public transport. By RER (regional express train), it takes about 20 minutes to reach ENS Paris-Saclay from central Paris, 30 minutes from Orly airport and an hour from Roissy Charles de Gaulle airport.

By RER

The station for ENS Paris-Saclay is Bagneux. Not all the RER line B trains stop at Bagneux, so before you get on a train be sure to check whether it stops there. We recommend that you buy a station-to-station train ticket when you arrive in France.

From Orly Airport, take the Orlyval shuttle headed for Antony and get off at Antony station. Then, take the line B RER headed for Roissy-Charles-de-Gaulle and get off at Bagneux.

From Roissy-Charles-de-Gaulle, take the line B RER headed for Robinson or Massy-Palaiseau and get off at Bagneux.

From Paris, take the line B RER headed for Massy-Palaiseau or Robinson and get off at Bagneux.

When you come out of Bagneux station, turn left and go down Avenue Pont-Royal. Then take Avenue Chateaubriand and keep walking until you reach the main entrance to ENS Paris-Saclay.

On line B, terminal II stations (Roissy-Charles-de-Gaulle Airport, Antony, Bagneux and Orlyval) are wheelchair-accessible, as are the Paris-Nord, Port-Royal, Denfert-Rochereau and Cité Universitaire stations. The trip from Bagneux station to ENS is also accessible.

By bus

Bus 184 Porte d'Italie – l'Hay-les-Roses, stop Camille Desmoulins.

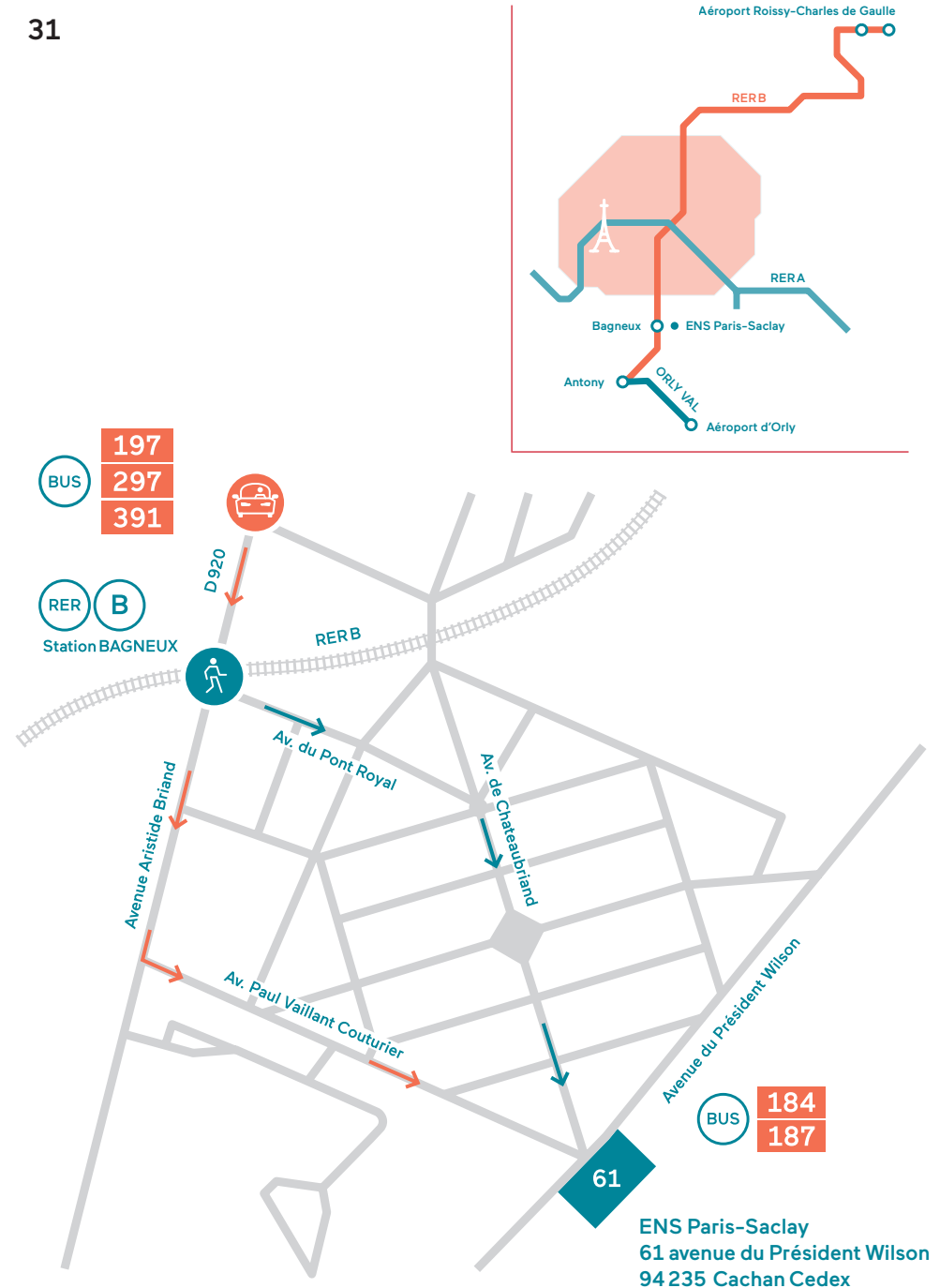
Bus 187 Porte d'Orléans – Fresnes, stop Camille Desmoulins.

Bus 197 Porte d'Orléans – Bourg-la-Reine, stop. Then, go down Avenue Pont-Royal and Avenue Chateaubriand until you reach the main entrance to ENS.

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INTERNATIONAL STUDENT GUIDE

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The campus

1 D'ALEMBERT BUILDING

Departments

Biochemistry, Biological Engineering
Chemistry
Applied Physics - Electrical
and Information Engineering (EEA)
Computer Science
Physics
Doctoral College

Research laboratories

Laboratory of Biology and Applied
Pharmacology (LBPA)
Quantum and Molecular Photonics
Laboratory (LPQM)
Specifications and Verification
Laboratory (LSV)
Supramolecular and Macromolecular
Photophysics and Photochemistry
(PPSM)
Systems and Applications of
Information and Energy Technologies
(SATIE)

Professional Services

Registry and Student Affairs
Information Systems
Human Resources
Audiovisual and Multimedia
Admissions

Lecture theatres and rooms

Fonteneau lecture theatre
Fortunato lecture theatre
Marie Curie lecture theatre
Tocqueville lecture theatre
Condorcet lecture theatre
Committees room
Uderzo room

2 D'ALEMBERT INSTITUTE

Bibliothèque

Centre de ressources documentaires
de l'Institut d'Alembert

3 LÉONARD DE VINCI BUILDING

Départements

Departments

Civil Engineering
Mechanical Engineering
Research laboratories
Laboratory of Mechanics and
Technology (LMT)
Automated Production Research
Laboratory (LURPA)

Lecture theatres and rooms

E-media lecture theatre
Lecture theatre 109
Lecture theatre 121
Lagrange room

4 IRIS BUILDING

Professional Services

Healthcare centre / Nurse

5 PAVILLON DES JARDINS

Professional Services

Estates and Facilities
International Affairs

Rooms

Conference room

6 LAPLACE BUILDING

Departments

Mathematics

Research laboratories

Sorbonne Economics Centre (CES)
Centre for Mathematical Studies and
their Applications (CMLA)
Institute for Political Social Sciences
(ISP)

Institutions and Historical Dynamics
of Economics and Society (IDHES)

Rooms

Renaudeau room
Pollak room

Libraries

Durkheim library
CMLA library

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7 COURNOT BUILDING

Departments

Design
Economics and Management
Foreign Languages
Social Sciences
Research laboratories
Science, Technology, Education and
Training Laboratory (STEF)
Research and Design Centre (CDRED)

Professional Services

Bureau des Sports - Sports Office
Service des Sports - Sports Department
Printing Service

8 STUDENT CENTRE

9 JESSE OWENS SPORTS CENTRE

CROUS

Registering at ENS Paris-Saclay

There are two stages to the registration process:

For administrative registration, you will find all the necessary information on the ENS Paris-Saclay website (in French) under *Admissions-Inscription*.

If you are an incoming mobility student for a bachelor's or master's programme at ENS, you need to complete your course registration with your teaching department. Please contact the department that delivers your programme:

Sciences

- Biology
secretariat-biologie@ens-paris-saclay.fr
- Chemistry
secretariat-chimie@ens-paris-saclay.fr
- Computer Science
dptinfo@ens-paris-saclay.fr
- Mathematics
secretariat.math@ens-paris-saclay.fr
- Physics
secretariat@physique.ens-paris-saclay.fr

Engineering

- EEA
secretariat@eea.ens-paris-saclay.fr
- Civil Engineering
pascale@dgc.ens-paris-saclay.fr
- Mechanical Engineering
danielle.martin@dgm.ens-paris-saclay.fr

Social Sciences

- Economics and Management
secretariat@ecogest.ens-paris-saclay.fr
- Social Sciences
secretariat@sociens.ens-paris-saclay.fr
- Languages
secretariat@dlp.ens-paris-saclay.fr
- Design
secretariat@dlp.ens-paris-saclay.fr

If you are on a student exchange programme or are have an international mobility scholarship (Jacques Hadamard Mathematics Foundation (FMJH), Université Paris-Saclay, Île-de-France region, Fulbright, Erasmus, etc.), please go in person to the International Affairs Office.

If you are an incoming mobility student for a Université Paris-Saclay master's programme, register through the Université Paris-Saclay registration website.

If you've been accepted to ENS as an independent student, follow the instructions given to you by your teaching department and the Registry and Student Affairs Division.

If you are a PhD student, contact the Doctoral College at secretariat@edsp.ens-paris-saclay.fr



ENS has put in place a special programme for students with disabilities. For more information, please read *Disabilities* in the *Student Life* section of this guide. .

Obtaining a residence permit

If you are not from a member state of the European Economic Area and have a long-stay visa (VLS-TS), you must have your visa validated at ENS's Registry and Student Affairs Division within the first few days of your arrival. If you do not, after three months you will be considered an illegal resident and will have to pay a fine.

You need to present the following documents for validation of your VLS-TS visa:

- Information sheet (to be requested from Registry and Student Affairs)
- The application for a certificate from the French Immigration and Integration Bureau (OFII) given to you by the French consulate
- Photocopy of your visa, of your Schengen area entry stamp, and of the ID pages of your passport.

If you are not from a member state of the European Economic Area and you have a visa other than the VLS-TS, you must put in a request for a residency permit to ENS's Registry and Student Affairs Division within the first few days of your arrival.

If you do not, after three months you will be considered an illegal resident and will have to pay a fine.

To request a residency permit, you must present the following documents:

- Information sheet (to be requested from Registry and Student Affairs)
- Residency permit request form (to be requested from Registry and Student Affairs)
- Photocopy of your passport
- Photocopy of your visa
- Birth certificate or marriage certificate, translated into French
- Proof of address (tenancy agreement, or an accommodation certificate or Électricité de France bill no more than three months old)
- Proof of financial resources (your scholarship certificate or last three bank statements). If you are a PhD student, you must provide your doctoral agreement and your last three pay slips.
- Previous year's student ID card
- Student ID card for 2017/2018 or proof of pre-registration for the 2017-2018 academic year if you are applying in the summer
- 4 identical ID photos
- A self-addressed stamped envelope ("lettre verte")
- A stamp from the French Immigration and Integration Bureau (OFII), which you can buy at
→ www.timbresofii.fr

You can contact Registry and Student Affairs by email at dsve@ens-paris-saclay.fr

Finalizing your accommodation

To rent housing

Your landlord or lessor will require:

- Housing insurance that covers fire and water damage and civil liability.
- If you have a room or flat in one of our CROUS residences, you will need to provide a **housing insurance certificate** when you sign the tenancy agreement and obtain the keys.

Our student associations have a partnership with the French bank Société Générale that entitles international students to a special deal on housing insurance. To inquire with Société Générale in French or English, contact:

Fabio TABTAB
+33 (0)1 46 65 96 38
rungis.jeunes@socgen.com

Mathieu BOSCH
Mathieu.bosch@socgen.com

You are nonetheless free to choose another bank.

- A **surety bond** from your guarantor. This is the person who agrees to pay your rent if you are unable to do so. The guarantor must be a French resident and be creditworthy. International students who do not have a guarantor can use the new rent guarantor scheme called Visale (→ www.visale.fr);
- A **security deposit** equivalent to one month's rent. The deposit will be returned to you if there are no damages to your unit and if you have paid your rent and charges.
- An inventory of fixtures at check-in and check-out.
- Signature of a tenancy agreement drawn up by the landlord.

The agreement must state the duration of the lease, the rental price and the terms of payment.

Pay close attention to the rent specified in the agreement: this may or may not include rental charges.

Depending on your family situation and your income, you may be eligible for a housing benefit (APL) through the French government benefits agency, the Caisse d'Allocations Familiales (CAF).

Registry and Student Affairs can help you prepare your application.

Registry and Student
Affairs Division
dsve@ens-paris-saclay.fr

Open hours:

Monday	8:30am – 12pm	1:30pm – 5pm
Tuesday	8:30am – 12pm	Closed
Wednesday	8:30am – 12pm	1:30pm – 5pm
Thursday	Closed	1:30pm – 5pm
Friday	8:30am – 12pm	1:30pm – 4pm

Student Life and Campus Tax

The "Taxe Vie étudiante et de Campus" (CVEC) is a new tax applicable to all students enrolled in a French higher education institution. The tax is set at €90 for 2018-2019. The funds collected will be used to strengthen social and health services, cultural and sports activities, and health promotion and education for the student population. The CVEC must be paid to CROUS before completing your administrative registration. Proof that you have paid this tax will be mandatory for enrolment in a French higher education institution from start of the 2018-2019 academic year. You can pay your CVEC tax at → www.messervices.etudiant.gouv.fr or at a CROUS office.

Before leaving

You need to give CROUS one month's notice of your departure. To do so, fill out and submit the form available at CROUS reception.

Getting health insurance

Healthcare system

In France, international students are covered by the French social security system, often referred to as "la sécu". Social security includes health insurance, which reimburses part of your medical expenses. You are responsible for paying the rest, unless you have taken out complementary health insurance, known in French as a "mutuelle".

L'assurance maladie

If you are studying in France for the first time, you need to register at → www.etudiant-etranger.ameli.fr whatever your age. In order to register for social security (CPAM), you must first:

- Apply and be admitted to a teaching programme.
- Get a residence permit.
- Pay the Student Life tax of €90.
- Provide proof of enrolment at a French higher education institution.

If you were already enrolled at a French higher education institution in 2017-2018, you will stay with the same social security scheme (LMDE, SMEREP, etc.).

If you are staying in France for less than three months, you must be covered by your home country's health insurance or by private insurance.

A check-out inventory will be completed before your security deposit is returned to you.

Do not close your bank account before all sums owed are accounted for.

European health insurance cardholders do not need to sign up for student social security.

If you are from Quebec, you do not need to sign up for student social security. However, you must present form SE401Q106 to the Primary Health Insurance Fund (CPAM), which will give you a document to present when receiving healthcare services. Your medical expenses will be reimbursed by CPAM.

French government scholarship recipients must present their scholarship certificate to Campus France when completing administrative registration in order to be exempt from paying French social security contributions.

Foreign government scholarship recipients can be reimbursed for their student social security contributions through the organization that manages their scholarship.

Complementary insurance

For better coverage of your medical expenses, you can take out a complementary insurance. Students can choose between:

- the LMDE mutuelle (complementary insurance)
→ www.lmde.fr/mutuelle-sante/les-mutuelles-sante-lmde
- and the SMEREP mutuelle
→ www.smerp.fr/mutuelles-assurances/mutuelle-etudiante

student

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Important addresses,
numbers and dates

life

Food and dining

On campus

Le restaurant du CROUS CROUS dining hall

Lunch: 11:30 am - 2:00 pm
Dinner: 7:00 pm - 8:30 pm
Closed Saturday and Sunday,
and during end-of-year and summer
holidays.

Equinoxe cafeteria

Weekdays: 11:00 am - 2:30 pm
Pay by cash or Izly.

The **Kfet** serves lunch prepared
by students between
12:00 pm and 2:00 pm.

Off campus

**The École supérieure des travaux
publics cafeteria** (next to ENS)
Weekdays: 7:30 am - 2:00 pm

Libraries

ENS libraries

The ENS Central Library
(ground floor, D'Alembert building)
for print and e-books, magazines,
periodicals, and databases relating
to the disciplines taught at ENS.
The library is open to all ENS students
and staff on Mondays from 10 am
to 9:45 pm, on Tuesdays to Thursdays
from 9:30 am to 9:45 pm and
on Fridays and Saturdays from
9:30 am to 6 pm.

Bibliothèque Durkheim

(Bâtiment Laplace – 3^e étage) est
une bibliothèque de recherche
spécialisée en sciences humaines
et sociales. Elle est ouverte à tous mais
s'adresse en priorité aux doctorants
et chercheurs en sciences humaines
et sociales.

Caribéen — fast-food
Monday to Saturday: 11:45 am -
3:30 pm and 6:30 pm - 10:30 pm
Sunday: 6:30 pm - 10:30 pm
3 avenue du Maréchal de Lattre
de Tassigny, 94230 Cachan

Rêves de Pains — bakery
Closed Sunday and Monday
Tuesday to Saturday: 6:45 am - 7:45 pm
39 rue Camille Desmoulins,
94230 Cachan

Carrefour Market Cachan Europe
Monday to Saturday:
8:30 am - 10:00 pm
Sunday: 9:00 am - 12:30 pm
9 avenue de la Division Leclerc,
94230 Cachan

**Bibliothèque du Centre
de Mathématiques et de leurs
Applications (CMLA)** (Bâtiment
Laplace – 1^{er} étage) est une bibliothèque
de recherche en mathématiques.
L'accès est réservé aux membres
du laboratoire sur demande.

**Bibliothèque de
l'Institut d'Alembert (IDA)**
est réservé aux membres de l'institut
et aux étudiants du programme
Monabiphot.

**Bibliothèque de Cachan
Bibliothèque municipale**
11 rue Camille Desmoulins,
94230 Cachan

**Bibliothèques ouverte le dimanche
Bibliothèque centrale
de la Cité Internationale**
(RER B – Cité Internationale)

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**Bibliothèque
Nationale de France (BNF)**
Site François Mitterrand
(RER C – Bibliothèque
François Mitterrand)

**Bibliothèque publique
d'information (BPI)**
Centre Pompidou –
Accès par la rue Beaubourg
(Métro 11 ou Hôtel de Ville ou Châtelet)

Language courses

UA good knowledge of English
and French is required to study at
ENS Paris-Saclay.

At ENS Paris-Saclay

The Languages Department offers
night classes at beginner, intermediate
and advanced levels in English,
German, Spanish, Russian, Italian,
Chinese, and French for Speakers
of Other Languages. The schedule
is posted on the department's bulletin
board on the second floor of the
Cournot building from mid-September.

You can inquire about language
courses through
secretariat@dlp.ens-paris-saclay.fr
+33 (0)1 47 40 23 00
→ www.ens-paris-saclay.fr

Internet and email

All ENS students have access to the
Internet through their personalized
accounts. To contact the Information
Systems Division, please call:
+33 (0)1 47 40 74 24

ENS account

Once your registration is complete, you
can access your account directly using
your student email address
prenom.nom@ens-paris-saclay.fr
This account also enables you to access
the school's intranet portal.

Do not forget to check your
@ens-paris-saclay.fr account regularly
since all the

At the École supérieure des travaux publics

The École supérieure des travaux
publics (ESTP) offers intensive French
classes in July and August. A fee
is charged for their courses. For more
information, visit their website:
→ www.etsp.fr

If you are on a student exchange
programme or a recipient of an
international scholarship from ENS,
the Jacques Hadamard Mathematics
Foundation (FMJH) or Université
Paris-Saclay, please contact our
International Affairs Office to sign up.

administrative departments will
contact you through this address.

Internet

There are two computer rooms at your
disposal. Uberzo is open every day
and at all hours subject to availability.
ENS Paris-Saclay has two WiFi
networks: *Eduoram*, a secure platform,
and *Eduspot*, an open platform.
You can connect to the Internet
anywhere in France from *Eduspot*
points.

STUDENT LIFE

Transport

The Île-de-France public transport operator (STIF) offers a 12-month transit card for students aged under 26 (see their website for conditions). The card, called Imagine R, gives you access to the entire rail (except for TGVs and Orlyval) and subway network (including buses and trams) in the Paris region.

You can choose the start date of your subscription (between September and January) and the type of payment: an annual fee of €350 or a monthly fee of €38. The first payment is due the first month of your subscription.

Banking

All the main French banks have many branches in the Paris region.

You can open a bank account in any bank. Just take your ID, your visa and your proof of address into the branch of your choice. If your home bank has branches in France, it's a good idea to stay with the same bank so you can transfer money more easily.

ENS Paris-Saclay student associations have established a partnership with Société Générale that entitles international students to a special rate for housing insurance and other deals. For more information about this partnership, contact the International Affairs Office.

You can apply for a card online at:

→ www.jegeremacartenavigo.fr/connexion/connexion_ou_creation_compte

If your residence is in Val-de-Marne, you may be reimbursed half of your Imagine R subscription (some conditions apply). To apply, fill out the reimbursement form available on the website of the Conseil général de Val-de-Marne:

→ imagner.valdemarne.fr

You are nonetheless free to choose another bank.

Here are the addresses of a few banks:

Crédit Lyonnais
1 bis rue Camille Desmoulins
94230 Cachan

Société Générale (special partner)
5 rue Camille Desmoulins
94230 Cachan

Crédit Agricole
6 avenue Cousin de Méricourt
94230 Cachan

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Healthcare

When seeking healthcare services, always have your health insurance card, complementary health insurance (mutuelle) card and ID with you.

ENS Paris-Saclay

There is a small health centre on campus in the Iris building (see the Getting to ENS section) where you can see a nurse or a doctor if you have a health problem. It is open from 9 am to 5 pm on weekdays (closed on weekends).

Dr. Charlotte ROLLAND
+33 (0)1 47 40 75 86
secretariat.medical@ens-paris-saclay.fr

Dominique DEVAL – Nurse
+33 (0)1 47 40 76 57

Anne-Elisabeth WEBER – Psychologist
+33 (0)1 47 40 76 57
rdv-psychologue@ens-paris-saclay.fr
Consultations by appointment on Wednesday afternoon and Thursday.

Disabilities

ENS is committed to supporting students with disabilities. Our aim is to provide appropriate assistance and accommodations to Normalien students with a disability or health problem (whether physical or psychological) so they can pursue their studies under the best possible conditions.

Medical Centres
Centre médical Paris-Sud
1 rue Jean Mermoz,
92340 Bourg-la-Reine
+33 (0)1 46 65 71 02

Centre médico-social
7 avenue Cousin Méricourt,
94230 Cachan

General practitioners
Dr. Tan Dung VU
18 avenue du Pont Royal,
94230 Cachan
+33 (0)1 46 64 80 07

Dr. Pierre Chevrot
18 avenue du Pont Royal,
94230 Cachan
+33 (0)1 45 47 09 56

Hospitals
Kremlin Bicêtre
78 avenue du Général Leclerc,
94270 Le Kremlin Bicêtre
+33 (0)1 45 21 21 21

Institut Mutualiste Montsouris
42 boulevard Jourdan, 75014 Paris
+33 (0)1 56 61 62 63

To benefit from this support, you need to get in touch with us when completing your administrative registration.

Caroline LACHARNAY
Disability Advisor
cellule-handicap@ens-paris-saclay.fr
+33 (0)1 47 40 20 04

Catherine COLIN
Disability Officer
cellule-handicap@ens-paris-saclay.fr
+33 (0)1 47 40 20 04

STUDENT LIFE

Student clubs and associations

The Student Office (BDE)

Members of the **Student Office** (Bureau des Élèves or BDE) can help you meet other students, get to know people and improve your French. For more information, visit their Facebook group: **Student International Relations - ENS Paris-Saclay 2018-2019**. The BDE also publishes the **Guide du Routard**, a handy guide to the various student activities and associations on campus. There are many clubs on campus, such as the **Arts Office** (Bureau des Arts or BDA), which organizes arts and culture activities, the **Bureau des Loisirs (BDL)**, which brings together several games clubs, **F[ens]foire**, which manages the campus brass band, **P[ens]il**, which runs writing workshops, **K-D[ens]** for dance workshops, and **Seksi** – our school's cheerleaders. Ask the BDE about other clubs and associations that might interest you (LGBTQ, cinema, arts and crafts, etc.). Good to know: **Cr@ns** members are available to help you with your Internet connection (especially at the start of the academic year). You can meet up with them at the Kfet, their usual hangout:
→ wiki.crans.org

Social areas on campus

Kfet

The Kfet serves lunch prepared by students between 12 pm and 2 pm. From 6 pm to midnight, the Kfet becomes a bar where students get together. Members of Cr@ns can often be found here; they can help you with your campus Internet connection.

Kokarde

Kokarde is ENS's student-run nightclub. Kokarde is located on campus and offers entertainment with Cachan DJs on Tuesdays and Thursdays until 3 am.

Track'n'Art

The Track'n'Art is the school's concert hall. It is free on Sundays; the rest of the week, you can rent it to hold band practices.

Med

The Med, located next to the Kfet, offers a large range of board games, books and comics.

ANNUAL CACHAN EVENTS 2018 - 2019

- **Orientation Weekend**, known as **WEI**, is organized by the BDE in September to welcome new Normalien students
- **International Students Night**, held on August 30 at the Kfet, is a chance to meet other Normaliens and get to know the campus
- **InterENS**, a weekend-long sports tournament with Normaliens from Lyon, Rennes and Ulm. This year the InterENS is being held in Lyon
- **Sens de l'Art**, a cultural festival
- **The Gala** is held in February for Normaliens and Île-de-France students and features well-known artists.
- **Interludes** in February is a board game weekend with Normaliens from Lyon, Rennes and Ulm. This year Interludes is being held in Cachan.

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Contacts

Mathilde EDMOND

medmond@ens-paris-saclay.fr

Charles VERNIER

cvernier@ens-paris-saclay.fr

Sports

Members of the Sports Office (Bureau des Sports or BDS) organize sporting events on campus. Don't confuse the BDS with the Sports Department (Service des Sports or SDS), which is in charge of sports facilities.

At the beginning of each academic year, the BDS prepares a booklet listing all the sports available on campus. The BDS also organizes an event to launch the new sports season.

With the **Sports Association (AS) card**, you can get involved in any of about twenty different sports, whether you are a beginner or an experienced player. Request your card by filling out the form available at bds.ens-paris-saclay.fr. You must also provide a medical certificate (less than three months old) and pay the fee of €22.

ENS's sports facilities include:

- a sports centre with a handball court, volleyball court, climbing wall, dance studio, judo room, weight room and a multi-purpose room
- a sports stadium with an athletics track and soccer field
- two outdoor tennis courts.

In addition, the BDS organizes:

- the InterENS: a sports meeting with the other ENSs
- the Ensympiades: annual tournament.
- L'Ensympiades: compétition annuelle.

Entertainment

Cachan

la Pléiade cinema

12 avenue Cousin de Méricourt

Cachan Theatre

21 avenue Louis Georgan

Municipale pool

4 avenue de l'Europe

Paris

You can find out what's on in weekly magazines such as Pariscope, l'Officiel des spectacles and Cityvox.

Student discounts for theatre tickets are available at

→ www.kiosquetheatre.com

For more entertainment ideas, go to

→ www.quefaire.paris.fr

Useful information

Applications

Below are some useful apps to have on your smartphone while you're in France:

RATP



Get the times for the next RER, metro, bus, night bus (noctilien), tram and airport lines, find out the best route to your destination and view the RATP network maps.

ViaNavigo



Get the timetables for your journey. Stay informed about disruptions and current and future works on all lines.

Uber



If you need a taxi to go out or get home... or you're lost.

Google Maps



Are you lost in Paris, in Cachan or elsewhere? Use Google Maps to find your way or explore.

WhatsApp



If you don't have a French internet connection yet, connect to a WiFi network and let your family and friends know that you've arrived in France and at ENS.

Izly



Pay for your meal at CROUS or your sandwich at the cafeteria.

Shopping centre



The Vache Noire is the nearest shopping centre to ENS Paris-Saclay. It has food, beauty, health, culture, gift, homeware and clothing shops.

It's a convenient place to window shop, buy food or find things to decorate your flat or room.

You can get to the shopping centre on bus 187 from Division Leclerc – Camille Desmoulins; get off at Vache noire.

→ www.la-vache-noire.com

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Emergency numbers

Police	17
Fire department	18
Emergency medical services	15
Transport	3117
Cachan police station	+33 (0)1 49 08 51 00

Useful addresses

Post office

BANQUE POSTALE

3 rue Camille Desmoulins
94230 Cachan
Open Monday to Friday, 8:30 am to 7:00 pm and Saturday, 8:30 am to 1:00 pm.

Law enforcement

MUNICIPAL POLICE

41 rue Guichard, 94230 Cachan
+33 (0)1 49 69 96 71

POLICE STATION

15 rue Marx Dormoy, 94230 Cachan
+33 (0)1 49 08 51 00

Laundromats

CROUS RESIDENCE

Campus de l'ENS
Bâtiment G

LAVERIE AUTOMATIQUE

31 rue Jean Mermoz
92340 Bourg-la-Reine

Taxis

TAXIS

+33 (0)1 47 40 83 16

ATLANTIS TAXIS

+33 (0)1 55 12 20 90

TAXIS BLEUS

3609

Public holidays

2018

All Saints' Day	1 November
Armistice Day	11 November
Christmas Day	25 December

ENS Paris-Saclay is closed for a week at Christmas and for three weeks in August.

2019

New Year's Day	1 January
Easter Monday	21 April
Labour Day	1 May
Armistice Day	8 May
Ascension Day	30 May
Whit Monday	9 June
French National Day (Bastille Day)	14 July
Assumption Day	15 August

STUDENT LIFE

APL	Aide Personnalisée au Logement – <i>Housing benefit</i>
AS	Association Sportive – <i>Sports Association</i>
BAC	Baccalauréat – <i>School leaving qualification</i>
BDA	Bureau des Arts – <i>Arts Office</i>
BDE	Bureau des Élèves – <i>Student Office</i>
BDS	Bureau des Sports – <i>Sports Office</i>
BU	Bibliothèque Universitaire – <i>University library</i>
CAF	Caisse d'Allocation Familiale – <i>Government benefits agency</i>
CEF	Centre pour les Études en France – <i>Centre for Studies in France</i>
CPAM	Caisse Primaire d'Assurance Maladie – <i>Primary Health Insurance Fund</i>
CROUS	Centre Régional des Œuvres Universitaires et Scolaires – <i>Regional Academic and University Facilities Centre</i>
DED	Département des Études Doctorales – <i>Doctoral College</i>
DSI	Direction des Systèmes d'Information – <i>Information Systems Division</i>
DSVE	Direction de la Scolarité et de la Vie Étudiante – <i>Registry and Student Affairs Division</i>
DT	Demande de Travaux – <i>Building permit application</i>
EDF	Électricité de France – <i>French power company</i>
ENS	École Normale Supérieure
ESTP	École Supérieure des Travaux Publics – <i>Engineering school</i>
FFSU	Fédération Française du Sport Universitaire – <i>French University Sports Federation</i>
GDF	Gaz de France – <i>French gas company</i>
OFII	Office Français de l'Immigration et de l'Intégration – <i>French Immigration and Integration Bureau</i>
RU	Restaurant Universitaire – <i>University dining hall</i>
SDS	Service des Sports – <i>Sports Department</i>
SRI	Service des Relations Internationales – <i>International Affairs Office</i>
UPSay	Université Paris-Saclay
VLS-TS	Visa Long Séjour valant Titre de Séjour – <i>Long-stay visa that counts as a residence permit</i>

glossaire

A

Administrative registration

Registration with the Registry and Student Affairs Division; enrolment.

Admission by written application

The admissions procedure for candidates not sitting the competitive entrance exam. Students admitted through this procedure are not considered trainee civil servants and do not receive a stipend while studying.

Aide complémentaire à la santé

Financial aid provided by the Primary Health Insurance Fund to those who meet certain social criteria, which reimburses part of the cost of complementary health insurance.

Aide personnalisée au logement (APL)

A housing benefit paid out by the CAF depending on your income and family situation.

Assurance maladie

Government health insurance that covers a portion of medical expenses.

B

BU

The abbreviation used by French students when referring to the university library or bibliothèque universitaire.

C

Caisse d'Allocations Familiales (CAF)

The French government agency responsible for the family benefits-side of the social security system. Among other things, the CAF manages housing benefits (APL). More information at → www.caf.fr

Caisse Primaire

d'Assurance Maladie (CPAM)

The Primary Health Insurance Fund is the organization responsible for the healthcare side of the French social security system.

Campus France

The public agency in charge of France's academic diplomacy throughout the world. Campus France has offices in several foreign countries, called Espace Campus France. For more information on higher education in France, how to obtain a visa and a residence permit, and where to learn French in your home country, visit → www.campusfrance.org.

Centre pour les études en France (CEF)

The Centre for Studies in France, an online platform that provides advice and assistance to international students who want to study in France, up until their request for a visa. The centre is run by Espace CampusFrance.

Centre régional des œuvres universitaires et scolaires (CROUS)

The Regional Academic and University Facilities Centre is a public organization that provides dining and housing facilities and other services for French and international students. For more information, visit their website at → www.crous-creteil.fr.

Common European Framework of Reference for Languages

A guideline published by the Council of Europe used to describe an individual's level of proficiency in a foreign language according to various domains of competence.

Complementary health insurance

A health insurance policy offered by CPAM or private insurers to cover medical expenses that are not covered by government health insurance.

Course registration

All students must register for their specific programmes and courses with the academic department concerned.

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D

Dissertation (Mémoire)

A substantial paper required for a student to obtain his or her master's degree in France.

E

Espace Campus France

An office located in certain countries that offers students information on pursuing higher education in France.

Erasmus

A European Union programme that facilitates student mobility between European higher education institutions. The programme also offers grants.

Exchange agreement

A contract between two institutions that establishes conditions for student mobility between them.

European health insurance card

Entitles holders to health insurance coverage in the European Union, in accordance with the legislation in the country they are visiting.

F

Fac

Diminutif utilisé par les étudiants français pour désigner la faculté ou l'université.

First year entrance exam

A competitive examination to obtain admission to ENS as a trainee civil servant. Candidates are ranked according to their results; the top-ranking candidates are offered the available positions. Successful candidates start ENS in first year, which is the equivalent of the third year of a bachelor's programme.

French Immigration and Integration Bureau (Office Français de l'Immigration et de l'Intégration or OFII)

A French administrative organization that handles immigration procedures, including residence permits for international students. For more information, visit their website at → www.ofii.fr.

I

Izly

A card offered by the Regional Academic and University Facilities Centre (CROUS). You can use it to pay for your meals in CROUS facilities. For more information, visit the website at → www.izly.fr

Incoming mobility

International students who come to ENS Paris-Saclay.

M

Mutuelle

See complementary health insurance.

N

Normaliens-élèves

Students at École normale supérieure who successfully passed the first-year entrance exam or second entrance exam and are considered trainee civil servants. They are paid a stipend during their years of study; in exchange, they must work for the government for six years after graduation.

Normaliens étudiants

Students who have been admitted on the basis of a written application, rather than through the entrance exam. They are not paid a stipend while studying and, for the most part, come from French universities and preparatory classes.

O

Outgoing mobility

ENS Paris-Saclay students who go to study abroad.

R

Registered letter with acknowledgement of receipt (Lettre recommandée avec accusé de réception)

A service offered by the French post office that notifies you once the recipient has received your letter. The acknowledgement of receipt serves as legal proof. For more information, go to → www.laposte.fr

Registry and Student Affairs Division (Direction de la Scolarité et de la Vie Étudiante or DSVE)

is a professional services division at ENS whose mission is to welcome, listen to, inform and guide students through their administrative, academic and financial procedures while studying at ENS.

Residence permit (titre de séjour OR carte de séjour)

A document that allows you to reside in France for a specified period.

Réseau Express Régional (RER)

The railway network serving the Île-de-France region, including Paris and its surrounding areas.

RU

The abbreviation French students use to refer to the “restaurant universitaire” or university dining hall.

S

Second entrance exam

For graduate students seeking admission to a master's programme at ENS as “Normaliens élèves” (trainee civil servants).

Social security

Refers to all government social welfare benefits. This includes housing benefits, health insurance, complementary health insurance, etc.

Studette

A very small studio flat. At CROUS, these units measure 12 m².

Studio

A T1 type flat where the kitchen is part of the main room. The bathroom is separate.

T

T1, T2, T3, Tn

Used in France to designate a type of flat (“T”) and the number (“n”) of rooms (e.g. 1, 2, 3, etc.), not including bathroom or kitchen. A T1 is a flat with a single room (plus kitchen and bathroom); a T2 has two rooms, and so on.

Thésard/Thésarde (colloquial)

see doctoral or PhD student.

Thesis

Long dissertation based on original research, written and presented by a PhD candidate for obtaining a doctoral degree.

U

Université Paris-Saclay, or UPSaclay
a university system with 14 founding members including universities, grandes écoles and research centres. The campus is being built near the city of Orsay and is scheduled for completion in 2020. The new ENS Paris-Saclay will open on this campus in 2019. For more information on Université Paris-Saclay, go to → www.universite-paris-saclay.fr

V

Visa long séjour valant titre de séjour (VLS-TS): long-stay visa that counts as a residence permit, required to enter France. As the name suggests, it also serves as a residence permit once it has been validated by the French Immigration and Integration Bureau (OFII).

Colophon

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